

*Portsmouth Fire Department
Board of Fire Commissioners*

Richard Gamester, Chairman
Michael Hughes, Vice Chairman
Jennifer Matthes, Clerk



Monthly Meeting 6:00 PM
Tuesday, December 9, 2025
Fire Station 2
George Pierce Training Room

I. Call To Order

II. Pledge of Allegiance

III. Public Comment Session

IV. Approval of Minutes Previous Meeting

25-098 Approval of minutes from November 18, 2025

V. Oath of Office

25-099 Swearing in of Firefighter Eric W. Littlefield

25-100 Swearing in of Firefighter Edward Sweeney

25-101 Swearing in of Lieutenant Shane W. Anderson

25-102 Swearing in of Lieutenant Timothy M. Dame

VI. New Business

25-103 Promotion of Lieutenant Duncan J. Regonini to Captain

VII. Unit Citation

25-104 Citation of Truck 2 Crew (Incident 25-1911)

Captain Seth C. Kenneway

Firefighter Adam C. LaMonica

Firefighter Jonathan M. Gray

VIII. Adjournment

**The Board of Fire Commissioners
Portsmouth Fire Department**

Fire Station 2
George Pierce Training Room
November 18, 2025

Portsmouth, NH
1800 hours

I. Call to Order:

Commissioner Gamester called the meeting to order at 1800 hours.

II. Pledge of Allegiance with Attendance:

Commissioner Gamester led the pledge of allegiance.

Present were Commissioners: Richard Gamester, Michael Hughes, and Jennifer Matthes; Fire Chief William McQuillen, Assistant Fire Chief Jason Gionet, Deputy Fire Chief Patrick Howe, Administrative Manager Nancy Savini, and many Fire Department personnel.

III. Approval of Minutes of Previous Meeting:

Motion, to approve the minutes 25-088 of October 14, 2025, was made by Commissioner Matthes. Motion was seconded by Commissioner Hughes and passed unanimously.

IV. Public Comment Session: None.

V. Presentation of Written Communications: None.

VI. Reports:

A. Fire Chief's Reports:

Commissioner Gamester motioned to discuss Chief's reports 25-089 through 25-092. Motion was seconded by Commissioner Matthes.

Fire Chief William McQuillen reviewed reports with the Commission.

Report (089), 2025 Response Report for October 2025. The report shows the department responding to a total of 547 calls for the month: 235 Fire Calls with EMS Services and 146 Fire and Related Service Calls and 312 Ambulance Calls. Chief spoke briefly about some of the activities for the month.

Incidents of Interest include:

10/6 1540 hours- E1 A1 R7 T2 A2 Traffic Circle entrance to 95 N rollover, tanker rolled over involving wastewater, companies operated for five hours.

10/08 1010 hours- E1 E3 T2 A1 A2 A3 C1 579 Sagamore Ave, gas main break. Companies vented and operated for over an hour.

10/11 0547 hours- T2 and C1 185 Portsmouth Ave Greenland, bathroom fire. Companies operated for an hour.

10/21 1932 hours- E1 and A1 600 Lafayette Road MVA car vs pedestrian, 1 patient to PRH Trauma Alert.

10/26 0934 hours- A1 & A3 Mutual Aid to North Hampton MVA

10/27 1012 hours- E1 A1 E3 T2 C1 to Port Authority Bridge jumper 1 Patient transported to PRH Trauma Alert.

10/29 2037 hours- E1 A1 C2 Mutual Aid to New Castle Lillac Lane fire in building. Companies operated for 2 hours.

The safety message focused on MADD's longest running designated driver public awareness program "Tie One on for Safety". The Portsmouth Fire Department and Mothers Against Drunk Driving (MADD) reminds everyone to Tie One on for Safety. It works to save lives during one of the most dangerous times of year on our nation's roadway-the holiday season between Thanksgiving and New Year's Day. From November 1 through January 1, visibly display a MADD ribbon on your vehicle to remind everyone to always designate a non-drinking driver, arrange for a ride share or use public transportation to get yourself and your loved ones home safe.

Report (090), Fire and EMS Call Summary Reports, shows the department responded to 235 fire calls for the month of October. EMS activity was 312 with the top three responses being for Abdominal Pain, Weakness, and Back Pain. There were 9 calls for Psychiatric/Behavioral Problems, 8 for Cardiac Rhythm Disturbance, 8 for Stroke/CVA, and 24 non-transport.

Report (091), FY26 Budget, Chief reviewed the budget stating the % spent to date is 41% with the budget being 33% into FY26, noting annual expenses recorded in period 1 skew the % expense which will even out as we go through the year. Report (092), Overtime Analysis, provided a breakdown of how overtime was used in the month of September along with a summary of what was charged to OT-Recall for the month.

Motion, to accept Chief's Reports 25-089 through 25-092, was made by Commissioner Matthes. Motion was seconded by Commissioner Hughes and passed unanimously

B. Staff Reports:

Assistant Chief Gionet reported (093) on facilities and operations happening within the department in the month of October:

Fire Apparatus Repairs: Truck 5 out with emissions/exhaust work. New engine is nearing completion.

Station 2 Roof Replacement: Project began this Monday and is expected to last 2-3 weeks.

We have received 3 new AEDs which replace aging units in staff vehicles.

We currently have 1 vacancy. One candidate has cleared Background and Physical with a Pending Start Date of January 5, 2026. Awaiting results on physical of the second candidate. Interviews anticipated in Mid-December.

Fire Training - SCFOMAD sponsored an Electric Vehicle class: On-duty crews attended both nights of the program.

Update on the National Fire Academy program: Program cancelled due to the government shutdown; we will be looking into the possibility of hosting in the future.

EMS training - New Portable Vents / SIM Lab: The new ventilators are on the ambulances with additional training ongoing.

Deputy Chief Howe reported (094) on Fire Prevention activity for the month of October. There were 56 permits issued, 82 inspections done, 28 prevention related meetings, and 46 approvals (not associated with FD permits).

Other items of note:

FPOs Wheeler and Putney attended a recertification class in Connecticut for airport fixed and mobile refueling inspections.

Fire Prevention Month activities included multiple visits with schools and daycares. Fire safety talks and tours were provided for a total of 616 children.

We worked on rooming house inspections workflow with other city departments, including meshing the online permitting and inspections portal process.

FPO Putney met with Police Department regarding their checklist items related to their certification.

Met with the contractors and their engineers regarding hazmat storage and processes for the Albacore project.

Motion, to accept Staff Reports 25-093 through 25-094, was made by Commissioner Hughes. Motion was seconded by Commissioner Matthes and passed unanimously.

VII. Old Business: None.

IX. New Business:

Thank you note from the Shirley Condella Family (095)

Pat Howe Retirement (096)

Ff. Timothy Dame promotion to Lieutenant (097)

Motion, to accept New Business 25-095 through 25-097 was made by Commissioner Matthes, thanking Deputy Chief Howe for his impressive 26 ½

service to the Portsmouth Fire Department and congratulating Timothy Dame on his promotion to Lieutenant . Motion was seconded by Commissioner Hughes and passed unanimously.

Motion, to enter into Non-public Session at 1820 hours in accordance with RSA 91-A:3, II (a) was made by Commissioner Matthes. Motion was seconded by Commissioner Hughes and passed unanimously.

Motion, to come out of Non-public Session at 1934 hours and return to public session, was made by Commissioner Gamester. Motion was seconded by Commissioner Hughes and passed unanimously.

Motion, to seal the minutes of today's Non-public session, was made by Commissioner Gamester. Motion was seconded by Commissioner Hughes. On a vote of 3-0, motion passes

Regular monthly meeting convened at 1934 hours.

X. Adjournment:

Motion, to adjourn at 1937 hours, was made by Commissioner Matthes. Motion was seconded by Commissioner Hughes and passed unanimously.

Jennifer Mosher-Matthes, Clerk



CITY OF PORTSMOUTH FIRE DEPARTMENT



December 9, 2025

OATH OF OFFICE

Firefighter Eric W. Littlefield, please raise your right hand.

DO YOU, ERIC W. LITTLEFIELD, SOLEMNLY SWEAR TO UPHOLD THE CONSTITUTIONS OF THE UNITED STATES AND THE STATE OF NEW HAMPSHIRE, AND TO FAITHFULLY AND IMPARTIALLY DISCHARGE AND PERFORM ALL THE DUTIES INCUMBENT UPON YOU AS FIREFIGHTER FOR THE CITY OF PORTSMOUTH FIRE DEPARTMENT, AND DO YOU AVOW TO MAINTAIN A PROFICIENCY IN THE FIRE SERVICE TO THE LEVEL DESERVING OF YOUR POSITION, AND DO YOU FURTHER RECOGNIZE THE BADGE OF YOUR OFFICE AS A SYMBOL OF PUBLIC FAITH AND TRUST, AND PROMISE TO BE TRUE TO THE ETHICS OF THE FIRE SERVICE, AND DO YOU MAKE THESE DECLARATIONS FREELY AND UPON YOUR HONOR?

CONGRATULATIONS



CITY OF PORTSMOUTH FIRE DEPARTMENT



December 9, 2025

OATH OF OFFICE

Firefighter Edward Sweeney, please raise your right hand.

DO YOU, EDWARD SWEENEY, SOLEMNLY SWEAR TO UPHOLD THE CONSTITUTIONS OF THE UNITED STATES AND THE STATE OF NEW HAMPSHIRE, AND TO FAITHFULLY AND IMPARTIALLY DISCHARGE AND PERFORM ALL THE DUTIES INCUMBENT UPON YOU AS FIREFIGHTER FOR THE CITY OF PORTSMOUTH FIRE DEPARTMENT, AND DO YOU AVOW TO MAINTAIN A PROFICIENCY IN THE FIRE SERVICE TO THE LEVEL DESERVING OF YOUR POSITION, AND DO YOU FURTHER RECOGNIZE THE BADGE OF YOUR OFFICE AS A SYMBOL OF PUBLIC FAITH AND TRUST, AND PROMISE TO BE TRUE TO THE ETHICS OF THE FIRE SERVICE, AND DO YOU MAKE THESE DECLARATIONS FREELY AND UPON YOUR HONOR?

CONGRATULATIONS



CITY OF PORTSMOUTH FIRE DEPARTMENT



December 9, 2025

OATH OF OFFICE

Lieutenant Shane W. Anderson, please raise your right hand.

DO YOU, SHANE W. ANDERSON, SOLEMNLY SWEAR TO UPHOLD THE CONSTITUTIONS OF THE UNITED STATES AND THE STATE OF NEW HAMPSHIRE, AND TO FAITHFULLY AND IMPARTIALLY DISCHARGE AND PERFORM ALL THE DUTIES INCUMBENT UPON YOU AS LIEUTENANT FOR THE CITY OF PORTSMOUTH FIRE DEPARTMENT, AND DO YOU AVOW TO MAINTAIN A PROFICIENCY IN THE FIRE SERVICE TO THE LEVEL DESERVING OF YOUR POSITION, AND DO YOU FURTHER RECOGNIZE THE BADGE OF YOUR OFFICE AS A SYMBOL OF PUBLIC FAITH AND TRUST, AND PROMISE TO BE TRUE TO THE ETHICS OF THE FIRE SERVICE, AND DO YOU MAKE THESE DECLARATIONS FREELY AND UPON YOUR HONOR?

CONGRATULATIONS



CITY OF PORTSMOUTH FIRE DEPARTMENT



December 9, 2025

OATH OF OFFICE

Lieutenant Timothy M. Dame, please raise your right hand.

DO YOU, TIMOTHY M. DAME, SOLEMNLY SWEAR TO UPHOLD THE CONSTITUTIONS OF THE UNITED STATES AND THE STATE OF NEW HAMPSHIRE, AND TO FAITHFULLY AND IMPARTIALLY DISCHARGE AND PERFORM ALL THE DUTIES INCUMBENT UPON YOU AS LIEUTENANT FOR THE CITY OF PORTSMOUTH FIRE DEPARTMENT, AND DO YOU AVOW TO MAINTAIN A PROFICIENCY IN THE FIRE SERVICE TO THE LEVEL DESERVING OF YOUR POSITION, AND DO YOU FURTHER RECOGNIZE THE BADGE OF YOUR OFFICE AS A SYMBOL OF PUBLIC FAITH AND TRUST, AND PROMISE TO BE TRUE TO THE ETHICS OF THE FIRE SERVICE, AND DO YOU MAKE THESE DECLARATIONS FREELY AND UPON YOUR HONOR?

CONGRATULATIONS



PORTSMOUTH FIRE DEPARTMENT

103

OFFICE OF THE FIRE CHIEF

To: Board of Fire Commissioners

From: Chief McQuillen

Date: 12/4/2025

Re: Captain Promotion

On December 1 the Promotional Process for Captain was completed in accordance with Department Policy#100-21, resulting in an eligibility list for a two-year period.

I recommend that at the December 9, 2025 Board of Fire Commissioners meeting that you promote the top candidate on the Captain Eligibility list, Lieutenant Duncan Regonini, to Captain effective Thursday December 11, 2025.

I recommend Duncan, without hesitation, for his dedication and commitment to the Portsmouth Fire Department and have no doubt his leadership skills will serve him well in this new role.

Captain Regonini will be Shift Commander for Group B at Station 1.

Please let me know if you have any questions or concerns.



CITY OF PORTSMOUTH FIRE DEPARTMENT



December 9, 2025

Captain Seth Kenneway
Portsmouth Fire Department

Re: **UNIT CITATION**

Captain Kenneway,

You and members of your crew are receiving a Unit Citation Award from the Portsmouth Fire Department for your actions on August 22, 2025.

On Friday August 22, 2025 while assigned to Truck 2, you and your crew were dispatched to incident #25-1911 to assist at a multiple alarm brush fire in Eliot Maine. While enroute, you witnessed an emotionally disturbed person in distress on the Sarah Long Bridge, who was attempting to jump from the bridge. Without hesitation you and your crew intervened and prevented the subject from harming themselves and were able to get them to definitive care. The successful outcome of this very stressful rescue is a testament to the professionalism of you and those under your command. This type of low frequency-high risk situation tests the skills, resolve and cognitive aptitude that is required as a firefighter.

Your actions in this incident are in the best traditions of the Fire Service, and you are a credit to the Portsmouth Fire Department and the Fire Service in the State of New Hampshire.

On behalf of the Board of Fire Commissioners, congratulations on your Unit Citation Award. The commendation bar is to be worn on your Class A blouse, and the award will become part of your personnel file.

It is meritorious actions like this that make us all proud to be members of the Portsmouth Fire Department, and to serve the citizens of Portsmouth.

William J. McQuillen
Chief of Department



CITY OF PORTSMOUTH FIRE DEPARTMENT



December 9, 2025

Firefighter Adam LaMonica
Portsmouth Fire Department

Re: **UNIT CITATION**

Firefighter LaMonica,

You and members of your crew are receiving a Unit Citation Award from the Portsmouth Fire Department for your actions on August 22, 2025.

On Friday August 22, 2025 while assigned to Truck 2, you and your crew were dispatched to incident #25-1911 to assist at a multiple alarm brush fire in Eliot Maine. While enroute, you witnessed an emotionally disturbed person in distress on the Sarah Long Bridge, who was attempting to jump from the bridge. Without hesitation you and your crew intervened and prevented the subject from harming themselves and were able to get them to definitive care. The successful outcome of this very stressful rescue is a testament to the professionalism that you bring to the job. This type of low frequency-high risk situation tests the skills, resolve and cognitive aptitude that is required as a firefighter.

Your actions in this incident are in the best traditions of the Fire Service, and you are a credit to the Portsmouth Fire Department and the Fire Service in the State of New Hampshire.

On behalf of the Board of Fire Commissioners, congratulations on your Unit Citation Award. The commendation bar is to be worn on your Class A blouse, and the award will become part of your personnel file.

It is meritorious actions like this that make us all proud to be members of the Portsmouth Fire Department, and to serve the citizens of Portsmouth.



William J. McQuillen
Chief of Department



CITY OF PORTSMOUTH FIRE DEPARTMENT



December 9, 2025

Firefighter Jonathan Gray
Portsmouth Fire Department

Re: **UNIT CITATION**

Firefighter Gray,

You and members of your crew are receiving a Unit Citation Award from the Portsmouth Fire Department for your actions on August 22, 2025.

On Friday August 22, 2025 while assigned to Truck 2, you and your crew were dispatched to incident #25-1911 to assist at a multiple alarm brush fire in Eliot Maine. While enroute, you witnessed an emotionally disturbed person in distress on the Sarah Long Bridge, who was attempting to jump from the bridge. Without hesitation you and your crew intervened and prevented the subject from harming themselves and were able to get them to definitive care. The successful outcome of this very stressful rescue is a testament to the professionalism that you bring to the job. This type of low frequency-high risk situation tests the skills, resolve and cognitive aptitude that is required as a firefighter.

Your actions in this incident are in the best traditions of the Fire Service, and you are a credit to the Portsmouth Fire Department and the Fire Service in the State of New Hampshire.

On behalf of the Board of Fire Commissioners, congratulations on your Unit Citation Award. The commendation bar is to be worn on your Class A blouse, and the award will become part of your personnel file.

It is meritorious actions like this that make us all proud to be members of the Portsmouth Fire Department, and to serve the citizens of Portsmouth.


William J. McQuillen
Chief of Department