

**Portsmouth Fire Department
Board of Fire Commissioners**

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



Monthly Meeting 6:00 PM
Tuesday, February 10, 2026
Fire Station 2
George Pierce Training Room

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- I. Call To Order**
 - II. Pledge of Allegiance**
 - III. Approval of Minutes Previous Meeting**
26-025 Approval of minutes from January 13, 2026
 - IV. Public Comment Section**
 - V. Public Hearings**
26-026 Public Hearing on FY27 Proposed Fire Department Budget (Presentation)
 - VI. Reports**
 - A. Fire Chief's Reports**
26-027 2026 Response Report – January 2026
26-028 Fire & EMS Calls – January 2026
26-029 FY26 Budget
26-030 Overtime Analysis Report – January 2026
 - B. Staff Reports**
26-031 Department Operations & Training (Asst. Chief Gionet)
26-032 Fire Prevention & Activity – January 2026 (Acting Deputy Fire Chief)
 - VII. Old Business**
26-033 FY27 Budget Schedule including work sessions with City Council
26-034 MOA between Local 4039 and City of Portsmouth
 - VIII. New Business**
26-035 FF Allan Scholtz promoted to Fire Prevention Officer on 1.29.26
26-036 FPO Chad Putney appointed Acting Deputy Fire Chief on 2.2.26
26-037 2026 Board of Ethics Members List
26-038 Annual Attendance Records
26-039 2026-2027 City Council Goal Categories, Summaries, and Strategic Objectives
26-040 Portsmouth Professional Fire Officers Association Letter
26-041 Consideration of disposal of vehicle #158 Engine #4 – a 2006 E-One pumper
 - IX. Adjournment**

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

Fire Station 2
George Pierce Training Room
January 13, 2026

Portsmouth, NH
1800 hours

I. Call to Order:

Commissioner Matthes called the meeting to order at 1800 hours.

II. Pledge of Allegiance with Attendance:

Commissioner Matthes led the pledge of allegiance.

Present were Commissioners: Richard Gamester (via Teams), Michael Hughes and Jennifer Mathes; Fire Chief William McQuillen, Assistant Fire Chief Jason Gionet, Administrative Manager Nancy Savini, Lieutenant John Goodwin and many Fire Department personnel.

III. Approval of Minutes of Previous Meeting:

Motion, to approve the minutes of December 9, 2025, was made by Commissioner Matthes. Motion was seconded by Commissioner Hughes and passed unanimously.

IV. Public Comment Session: None.

V. Presentation of Written Communication:

Fire Chief McQuillen presented Thank You letters from Marsha & John Robinson (26-002) and Kathy & Max McCormick (26-003).

Motion, to put on file, was made by Commissioner Matthes. Motion was seconded by Commissioner Hughes and passed unanimously.

VI. Recognition of Groups or Individuals:

Chief McQuillen recognized and congratulated Fire fighters Brandon J Gregori (26-004) and Thomas A Choquette (26-004) for recently passing the course and becoming Paramedics.

VII. Reports:

A. Fire Chief's Reports:

Commissioner Hughes motioned to discuss Chief's reports 26-005 through 26-011. Motion was seconded by Commissioner Matthes.

Fire Chief McQuillen reviewed reports with the Commission.

November 2025 Response Report (26-005). The report shows the department responding to a total of 530 calls for the month: 216 Fire Calls with EMS Services and 121 Fire and Related Service Calls and 314 Ambulance Calls. Chief spoke briefly about some of the activities for the month, noting the following incidents of interest:

*Nov 6 - 0914 E1 E3 T2 A1 A2 A3 2 Harbor Place fire alarm activation, caused by a fire in walls caused by construction workers. Fire Extinguished and companies cleared.

Fire Commission Minutes of January 13, 2026 continued:

- *Nov 6 - 1105 E1 E3 T2 A1 A2 A3 C2 to High Street Hilton Garden Inn for a fire alarm activation on arrival found a fire in stairwell electrical in nature. Fire extinguished and smoke removed.
- *Nov 8 - 1656 T2 and C2 to Juniper Road North Hampton building fire. A2 and A3 sent later on for EMS. Companies operated for an hour.
- *Nov 18 - 0254 T2 and C1 to Stage Road Hampton for 2nd alarm building fire. Operated for 1 1/2 hours.
- *Nov 23 - 02242 R7 E1 A1 A3 to I95 North at mile marker 9.1 MVA extricated and transported two patients to PRH.

The safety message focused on the following:

Holiday Cooking Fire Safety

- Keep anything that can catch fire away from your stovetop
- Always unplug countertop alliances when not in use
- Double-check that everything is off when you finish cooking
- Prevent fires by keeping your oven and stovetop clean of grease and dust
- Never leave the kitchen while cooking
- Never cook while sleepy, drinking alcohol, or taking medication that makes you drowsy
- Never disable a smoke alarm while cooking. Open doors or windows for ventilation if you anticipate smoke will be generated by high heat cooking
- Never use a cooking stove to heat your home

Report (26-006), Fire and EMS Call Summary Reports, shows the department responded to 216 fire calls for the month of November 2025. EMS activity was 314 with the top three responses being for abdominal pain, injury, and weakness. There were 10 calls for fainting, 9 for anxiety, 9 for stroke and 41 non-transports.

December 2025 Response Report (26-007). The report shows the department responding to a total of 586 calls for the month (6,618 YTD): 232 (2,714 YTD) Fire Calls with EMS Services and 113 (1,450 YTD) Fire and Related Service Calls and 354 (3,904 YTD) Ambulance Calls.

Chief spoke briefly about some of the activities for the month, noting the following incidents of interest:

- *December 4 - 1112 hours Truck 2 1840 Woodbury Ave rubbish truck with dumpster stuck in overhead power line, Truck 2 stood by until power company resolved situation.
- *December 10 - 1014 hours Engine 3 & C2 to Newington Piscataqua Lane for fire in building, helped evacuate smoke and cleared.
- *December 14 - 1606 hours E3 E1 T2 A1 A2 A3 to Dodge Ave, furnace fire. Extinguished and companies removed smoke.

*December 22 - 1648 hours Truck 2 Ambulance 2 22454 Lafayette Road for a person collapsed. CPR sav with no-deficit discharge.

The safety message focused on the following:

Christmas Tree Safety

- To choose the freshest tree, needles should be green, flexible, and hard to pull off
- Water fresh trees daily
- Keep trees away from heat sources. Maintain a 3-ft clearance from heat sources such as fireplaces, wood stoves, radiators, and space heaters

Fire Commission Minutes of January 13, 2026 continued:

- Replace damaged cords and never use candles near the tree
- Turn off lights before going to bed or leaving home
- Dispose of the tree promptly after the holidays or when it becomes dry
- Artificial trees tend to be safer than natural ones

The Fire Department always enjoys seeing the efforts of those participating in the Citywide Neighborhood Committee Holiday Lights Contest [portsnh.co/HolidayLights2025] and suggests the following tips:

Holiday Lighting Safety

- Inspect lights for frayed wires, loose connections, or broken bulbs
- Avoid overloading outlets or daisy-chaining multiple power strips
- Be sure that lights used outdoors are rated for outdoor use
- Fasten outdoor lights with clips, not nails or staples

Report (26-008), Fire and EMS Call Summary Reports, shows the department responded to 232 fire calls for the month of December 2025. EMS activity was 354 with the top three responses being for weakness, injury, and abdominal pain. There were 11 calls for flu, 9 for nausea, 9 for sepsis and 49 non-transports.

Report (26-009), FY26 Budget, Chief reviewed the budget noting we are projecting a positive bottom line for fiscal year end. Overtime Analysis for November 2025 (26-010) and December 2025 (26-011) provided a breakdown of how overtime was used in the months of November 2025 and December 2025 along with a summary of what was charged to OT-Recall for the month.

Motion, to accept Chief's Reports 26-005 through 26-011, was made by Commissioner Matthes. Motion was seconded by Commissioner Hughes and passed unanimously.

B. Staff Reports:

Assistant Chief Gionet reported on facilities and operations happening within the department (26-012), noting the following:

Apparatus /Equipment/ Facilities:

1. Fire Apparatus Repairs: All apparatus in service, routine maintenance
2. New Fire Engine: Currently in Brunswick, finishing off punch list work, we anticipate taking delivery in the next week or two.
3. Station 2 Roof Replacement: There have been several delays due to weather over the last 2 months. They anticipate finishing late this week or early next week.
4. Station 2 Back Flow Preventer: Required a full replacement of the back flow preventor upon failing inspection.

Personnel:

1. Current open positions: 3 current vacancies
2. 2 New Personnel: Probationary Firefighters Leonard and Panneton started on January 5, 2026. They will be receiving their shift assignments this week and will begin on their respective shifts next week.
3. Interview Process: 2 candidates interviewed today with one moving forward in the process.

Training:

1. Fire training - Department Blue Card Command Training

Fire Commission Minutes of January 13, 2026 continued:

2. EMS Recertification: Personnel are working on their EMS recertifications, ACLS and PALS refresher to take place on January 29th.

Assistant Chief Gionet reported on Fire Prevention (26-013 & 26-014), noting revenue collected for the year was \$7,835.70 which is slightly higher than last year.

In November 2025, there were 29 permits issued and 49 inspections done. In December 2025, there were 31 permits issued and 28 inspections done.

He also noted the following items in November 2025 & December 2025:

- FPO Wheeler spoke to visually impaired group about fire safety.
- FPO Wheeler Spoke at Lakes Region Community College about careers in fire prevention/investigation.
- FPO Putney Attended the downtown restaurant and bar association meeting with PD.
- FPO Putney took several online fire investigation recertification classes.
- 2 spillover Fire Prevention Month visits - 75 kids
- Assistant Fire Marshal Interviews in Concord, sat on oral board.
- Lt Dame FP orientation
- Commissioning of Project Albacore Fire Pump (34 Harvest Way, Lonza purple building)
- Owner/Contractor site visits 11
- Pre permit site visits 7
- 1-hour online training fire alarm systems, dedicated function 3 hours EMS online training
- Worked on NERIS transition to close up loose ends
- Worked on cleaning up hydrant info, no results yet from Jamie

VIII. Old Business: None.

IX. New Business:

Commissioner Hughes made the motion to draw name from a hat for the Commission representative to serve on the City's Ethics Committee (26-015). Motion was seconded by Commissioner Matthes and passed unanimously.

Chief McQuillen had Firefighter Brian Wade put the three names into a hat and had Firefighter Joseph Marra select name from the hat. Commissioner Gamester's name was drawn. Commissioner Matthes will serve on the City's Ethics Committee this year.

Commissioner Matthes made the following nominations for Board of Fire Commission Officers for 2026 (26-016): Commissioner Gamester as Chairman, Commissioner Hughes as Vice-Chair and herself as Clerk. Nominations closed after no further discussion and Commissioner Gamester accepting the nomination.

Fire Commission Minutes of January 13, 2026 continued:

Commissioner Matthes made the motion, Portsmouth Board of Fire Commission Officers for 2026 to leave as is to be: Commissioner Gamester to serve as Chair, Commissioner Hughes to serve as Vice-Chair and Commissioner Matthes to serve as Clerk. Motion was seconded by Commissioner Gamester. On a Vote of 3-0, the motion passed unanimously.

Commissioner Hughes made the motion, to close nominations.

Motion was seconded by Commissioner Gamester and passed unanimously.

Chief McQuillen spoke briefly of the Fee Schedule & Emergency Services Rates for the calendar year 2026 (26-017).

Motion, to accept the recommended 2025 Portsmouth Fire Department Fee Schedule and Emergency Service rates as outlined in the memo from the City Manager, was made by Commissioner Hughes. Motion was seconded by Commissioner Matthes and passed unanimously.

Chief McQuillen spoke briefly about the donation received in December from Paul Gormley and Kimi Iguchi (26-018). The donation request will be sent to City Council for acceptance in February.

Motion, to accept the donation of \$1,000 from Paul Gormley and Kimi Iguchi with gratitude and move forward to city council, was made by Commissioner Gamester. Motion was seconded by Commissioner Hughes and passed unanimously.

The 2026 Schedule of City Council Meetings & Work Sessions was presented to Commission (26-019)

Retirement Lieutenant John W. Goodwin (26-020). John spoke briefly It was an honor and a lifelong dream and very grateful for everyone's support helping his family through a very difficult time.

Motion, to accept Lt Goodwin's letter of retirement, was made by Commissioner Matthes Thanking him for his service and wishing him good luck. Motion was seconded by Commissioner Hughes and passed unanimously.

January 14, 2026, Work Session with City Council (26-021)

MOA with IAFF Local 4039 (26-022)

Motion, to accept MOA and move forward, was made by Commissioner Hughes. Motion was seconded by Commissioner Gamester and passed unanimously.

Notice of Intent to Retire: Firefighter James G. O'Brien (26-023)

Capital Budget and Rolling Stock Update (26-024)

X. Adjournment:

Motion, to adjourn at 1854 hours, was made by Commissioner Matthes. Motion was seconded by Commissioner Hughes and passed unanimously.

Jennifer Mosher-Matthes, Clerk



SERVICE ACTIVITY AND SAFETY MESSAGE



Month January 2026

TOTAL INCIDENT ACTIVITY: 602 YTD:602

Fire Unit with EMS Services: 252 YTD:252 Ambulance Services: 350 YTD: 350
Fire and Related Services: 137 YTD: 137

Portsmouth	336
New Castle	8
Mutual Aid given	6
Mutual Aid Rcvd	0

GREEN = Increase from prev. month

RED = Decrease " " "

Incidents of Interest:

January 16 1311 Truck 2 and Chief 1 to Novel Greenland Novel Iron Works for 1st alarm fire operated for 30 minutes before clearing..

January 18 0840 hours Truck 2 Engine 3 Chief 1 and Greenland Tanker to 360 Constitution for a large mulch fire, companies operated for 3 hours.

January 25 0450 hours Engine 1 and Ambulance 1 doing a shore search for a confirmed jumper from High Level Bridge Marine 1 not deployed due to temperatures and safety concerns. Crews searched for an hour and a half.

January 31 1819 hours Engine 1 and Truck 2 to York 2nd alarm. Engine 1 to fire and cleared after 2 hours Truck 2 covered for four hours

Anecdotally Broken sprinkler water pipe calls up/ car accidents down in month

The Portsmouth Fire Department and the National Fire Protection Agency remind you to stay safe this winter season, and remind you

- Half of all home heating fires occur in December, January and February.
- Heating equipment is involved in 1 in every 6 home fires and 1 in every 5 home fire deaths
- Keep anything that can burn at least 3 feet from any heat source like fireplaces, wood stoves, radiators or space heaters

Business Telephone Number: (603)-427-1515
 Fax: (603)-427-1555

- **Keep portable generators outside, away from windows, and as far away from your home as possible.**
- **Install and test carbon monoxide alarms at least once a month.**
- **Plug only 1 heat-producing appliance (like a space heater) into an electrical outlet at a time.**



PRIMARY INCIDENT TYPE FOUND NERIS

PRIMARY INCIDENT TYPE / PRIMARY INCIDENT GROUP	COL_1
Fire - Outside Fire - Vegetation / Grass Fire	2
Fire	2
Fire - Structure Fire - Structural Involvement	1
Fire	1
Hazardous Situation - Hazard Non-Chemical - Electrical Power Line Down / Arching / Malfunction	4
Hazardous Situation	4
Hazardous Situation - Hazard Non-Chemical - Motor Vehicle Collision	9
Hazardous Situation	9
Hazardous Situation - Hazardous Materials - Fuel Spill / Fuel Odor	1
Hazardous Situation	1
Hazardous Situation - Hazardous Materials - Gas Leak / Gas Odor	7
Hazardous Situation	7
Hazardous Situation - Investigation - Odor	4
Hazardous Situation	4
Hazardous Situation - Investigation - Smoke Investigation	5
Hazardous Situation	5
Medical - Illness - Allergic Reaction / Stings	1
Medical	1
Medical - Illness - Back Pain (Non-Trauma)	1
Medical	1
Medical - Illness - Breathing Problems	4
Medical	4
Medical - Illness - Cardiac Arrest	5
Medical	5
Medical - Illness - Chest Pain (Non-Trauma)	15
Medical	15
Medical - Illness - Convulsions / Seizures	5
Medical	5
Medical - Illness - Diabetic Problems	2
Medical	2

PRIMARY INCIDENT TYPE FOUND NERIS

Portsmouth FD NH

Address: 170 Court St, Portsmouth, NH, 03801



027

PRIMARY INCIDENT TYPE / PRIMARY INCIDENT GROUP	COL_1
Medical - Illness - Heart Problems	6
Medical	6
Medical - Illness - Overdose / Poisoning	5
Medical	5
Medical - Illness - Psychological Behavior Issues	5
Medical	5
Medical - Illness - Sick Case	17
Medical	17
Medical - Illness - Stroke / CVA	2
Medical	2
Medical - Illness - Unconscious Victim	5
Medical	5
Medical - Illness - Well Person Check	1
Medical	1
Medical - Illness - Altered Mental Status	4
Medical	4
Medical - Illness - Nausea / Vomiting	1
Medical	1
Medical - Illness - Unknown Problem	5
Medical	5
Medical - Illness - No Appropriate Choice	8
Medical	8
Medical - Injury / Trauma - Fall	11
Medical	11
Medical - Injury / Trauma - Motor Vehicle Collision	8
Medical	8
Medical - Injury / Trauma - Other Traumatic Injury	1
Medical	1
Medical - Other - Medical Alarm	1
Medical	1
Medical - Other - Standby Request	1
Medical	1
Medical - Other - Intercept Other Unit	1

PRIMARY INCIDENT TYPE FOUND NERIS

Portsmouth FD NH

Address: 170 Court St, Portsmouth, NH, 03801



027

PRIMARY INCIDENT TYPE / PRIMARY INCIDENT GROUP	COL_1
Medical	1
Public Service - Citizen Assist - Citizen Assist / Service Call	7
Public Service	7
Public Service - Citizen Assist - Lift Assist	5
Public Service	5
Public Service - Alarms (Non Medical) - Fire / Smoke Alarm	33
Public Service	33
Public Service - Alarms (Non Medical) - CO Alarm	4
Public Service	4
Public Service - Alarms (Non Medical) - Other Alarm	3
Public Service	3
Public Service - Disaster / Weather - Damage Assessment	1
Public Service	1
Public Service - Other - Damaged Hydrant	1
Public Service	1
Rescue - Structure - Elevator / Escalator Rescue	1
Rescue	1
Rescue - Transportation (Land) - Motor Vehicle Collision Extrication / Entrapment	2
Rescue	2
No Emergency - False Alarm - Intentional False Alarm	1
No Emergency	1
No Emergency - False Alarm - Malfunctioning Alarm	13
No Emergency	13
No Emergency - False Alarm - Accidental Alarm	11
No Emergency	11
No Emergency - Good Intent - No Incident Found Upon Arrival / Location Error	3
No Emergency	3
No Emergency - Good Intent - Smoke From Nonhostile Source (Smoke Scare)	1
No Emergency	1
No Emergency - Good Intent - Investigate Hazardous Release (Nothing Found)	3
No Emergency	3

PRIMARY INCIDENT TYPE FOUND NERIS

Portsmouth FD NH
Address: 170 Court St, Portsmouth, NH, 03801



027

PRIMARY INCIDENT TYPE / PRIMARY INCIDENT GROUP	COL_1
No Emergency - Cancelled	8
No Emergency	8
Law Enforcement Support	2
Law Enforcement Support	2
Total	247

Description: FOR COMMISSION, PRIMARY INCIDENT TYPES FOUND AS LABELLED BY OFFICER IN CHARGE



027

INCIDENTS BY DISTRICT NERIS

FIRE ZONE	COL_1
1	112
2	45
3	32
4	25
5	22
6	10
M/A	6
Total	252

Description: FOR COMMISSION, PREVIOUS MONTH'S REPORT OF INCIDENTS BY DISTRICT

Criteria: Fire Zone is not null



Runs by Provider Impression

January 2026

Fire 028

Situation Provider Primary Impression (eSituation.11)

	Number of Runs	Percent of Total Runs
No Apparent Illness or Injury- No Transport (Z00.00)	53	15.14%
Weakness (Unable to Diagnosis Specific Cause) (R53.1)	26	7.43%
Influenza / Flu Like Illness (J11)	21	6.00%
Abdominal Pain / Problems (Non-Traumatic) (R10.0)	18	5.14%
Altered Mental Status (Unknown Cause) (R41.82)	14	4.00%
Syncope / Fainting (R55)	11	3.14%
Back Pain (Non-Traumatic) (M54.9)	11	3.14%
Cardiac: Chest Pain, Acute Coronary Syndrome (I21)	10	2.86%
Cardiac: Rhythm Disturbance (Tachy, Brady, Ectopy, Other) (I49.9)	9	2.57%
Injury (Head/Scalp) (S09.90)	8	2.29%
Respiratory: COPD (Emphysema / Chronic Bronchitis) (J44.1)	8	2.29%
Alcohol Abuse and Effects (F10)	7	2.00%
Cardiac: CHF (Congestive Heart Failure) (I50.9)	6	1.71%
Injury (Shoulder or Upper Arm) (S49.9)	6	1.71%
Respiratory: Lower Respiratory Infection (e.g. Pneumonia, bronchitis, bronchiolitis) (J22)	6	1.71%
Stroke / CVA (I63.9)	6	1.71%
Vertigo / Dizziness (Complications Related To) Unknown Etiology (H81.3)	6	1.71%
Nausea/Vomiting (Unknown Etiology) (R11)	5	1.43%
Pain: (Non-Traumatic) Location Not Otherwise Listed (G89.1)	5	1.43%
Pain: Leg Pain (Non-Traumatic) Unspecified Cause or Location (M79.606)	5	1.43%
Respiratory Distress Unknown Cause (J98.9)	5	1.43%
Psychiatric / Behavioral Problem (F99)	4	1.14%
Sepsis or Septic Shock (A41.9)	4	1.14%
Chest Pain, Non-Cardiac / Non-Traumatic (R07.9)	4	0.86%
GI Infection, Virus or Food Poisoning (A09)	3	0.86%
GU: UTI / Urinary Tract Infection (N39.0)	3	0.86%
HYPERTension (I10)	3	0.86%
HYPOTension (I95.9)	3	0.86%
Injury (Hip) (S79.91)	3	0.86%
Neurological Disorder or Infection (G98.8)	3	0.86%
No Apparent Illness or Injury-Transport Requested (Z71.1)	3	0.86%
Obvious Death (R99)	3	0.86%
Adrenal Insufficiency (E27.40)	2	0.57%
Allergic Reaction (Localized) (T78.40)	2	0.57%
Anxiety Attack / Acute Stress Reaction (F41.9)	2	0.57%
Cardiac: Cardiac Arrest (I46.9)	2	0.57%
Epistaxis / Nose Bleed (Non-Traumatic) (R04.0)	2	0.57%
General Malaise (Unknown Cause) (R53.81)	2	0.57%
GU: Hematuria / Blood in Urine (R31)	2	0.57%
GU: Other Urinary Problem, unspecified (N39.9)	2	0.57%
HYPOTHERmia (T68)	2	0.57%
Injury (Dislocated Hip) (M24.35)	2	0.57%
Injury (Face) (S09.93)	2	0.57%
Injury (Low Back / Lumbar Spine) (S39.92)	2	0.57%
Injury (Neck, Anterior or Lateral) (S19.9)	2	0.57%
Injury (Wrist, Hand, or Fingers) (S69.9)	2	0.57%
Injury(Forearm) (S59.91)	2	0.57%
Pain: Headache or Migraine (R51)	2	0.57%

Situation Provider Primary Impression (eSituation.11)

	Number of Runs	Percent of Total Runs
Respiratory: Asthma, Reactive Airway Disease (J45)	2	0.57%
Seizures: Nonstatus Seizures, Unspecified Type (G40.909)	2	0.57%
Seizures: Status Seizures, Generalized / Tonic-Clonic (G40.901)	2	0.57%
Suicidal or Self-Harm Ideation or Thoughts (R45.851)	2	0.57%
Dehydration (E86.0)	1	0.29%
Diabetic: HYPERglycemia (E13.65)	1	0.29%
Diarrhea, unspecified (R19.7)	1	0.29%
Disruption of wound, varicose vein, skin tear, unspecified (T81.30)	1	0.29%
Drug Overdose / Abuse: Inhalant Abuse / Huffing (F18)	1	0.29%
Drug Overdose / Abuse: Marijuana, THC, Spice, Other Synthetic Cannabis (F12)	1	0.29%
Drug Overdose / Abuse: Other Illicit Drug or Misuse of Meds (F19)	1	0.29%
Drug Overdose / Abuse: Sedative /Anxiolytics (Benzos, Xanax, Versed, etc.) (F13)	1	0.29%
Dystonic Reaction from Drugs (G24.02)	1	0.29%
Frostbite (T34.90)	1	0.29%
GU: Kidney Stones / Renal Colic (N20.0)	1	0.29%
Infection / Infectious Disease (unspecified) (B99.9)	1	0.29%
Injury (Dislocated Shoulder) (M24.31)	1	0.29%
Injury (Foot) (S99.92)	1	0.29%
Injury (Knee) (S80.91)	1	0.29%
Injury (Lower Leg) (S89.9)	1	0.29%
Injury (Thoracic Spine) (S24.109)	1	0.29%
No Apparent Illness or Injury-Transported for Safety/Protocol (Z00.129)	1	0.29%
Pain: Chronic Pain, Unspecified (G89.2)	1	0.29%
Shock: HYPOvolemic Shock (R57.1)	1	0.29%
Suicide or Self-Harm Actions or Completion (T14.91)	1	0.29%
TIA (Transient Ischemic Attack) (G45.9)	1	0.29%
Visual disturbance (H53.9)	1	0.29%
Total: 350		Total: 100.00%

Report Filters

Incident Date: is between '1/1/2026' and '1/31/2026'



Runs by Provider Impression

January 2026

EMS
028

Situation Provider Primary Impression (eSituation.11)	Number of Runs	Percent of Total Runs
No Apparent Illness or Injury- No Transport (Z00.00)	53	15.14%
Weakness (Unable to Diagnosis Specific Cause) (R53.1)	26	7.43%
Influenza / Flu Like Illness (J11)	21	6.00%
Abdominal Pain / Problems (Non-Traumatic) (R10.0)	18	5.14%
Altered Mental Status (Unknown Cause) (R41.82)	14	4.00%
Syncope / Fainting (R55)	11	3.14%
Back Pain (Non-Traumatic) (M54.9)	11	3.14%
Cardiac: Chest Pain, Acute Coronary Syndrome (I21)	10	2.86%
Cardiac: Rhythm Disturbance (Tachy, Brady, Ectopy, Other) (I49.9)	9	2.57%
Injury (Head/Scalp) (S09.90)	8	2.29%
Respiratory: COPD (Emphysema / Chronic Bronchitis) (J44.1)	8	2.29%
Alcohol Abuse and Effects (F10)	7	2.00%
Cardiac: CHF (Congestive Heart Failure) (I50.9)	6	1.71%
Injury (Shoulder or Upper Arm) (S49.9)	6	1.71%
Respiratory: Lower Respiratory Infection (e.g. Pneumonia, bronchitis, bronchiolitis) (J22)	6	1.71%
Stroke / CVA (I63.9)	6	1.71%
Vertigo / Dizziness (Complications Related To) Unknown Etiology (H81.3)	6	1.71%
Nausea/Vomiting (Unknown Etiology) (R11)	5	1.43%
Pain: (Non-Traumatic) Location Not Otherwise Listed (G89.1)	5	1.43%
Pain: Leg Pain (Non-Traumatic) Unspecified Cause or Location (M79.606)	5	1.43%
Respiratory Distress Unknown Cause (J98.9)	5	1.43%
Psychiatric / Behavioral Problem (F99)	4	1.14%
Sepsis or Septic Shock (A41.9)	4	1.14%
Chest Pain, Non-Cardiac / Non-Traumatic (R07.9)	3	0.86%
GI Infection, Virus or Food Poisoning (A09)	3	0.86%
GU: UTI / Urinary Tract Infection (N39.0)	3	0.86%
HYPERtension (I10)	3	0.86%
HYPOTension (I95.9)	3	0.86%
Injury (Hip) (S79.91)	3	0.86%
Neurological Disorder or Infection (G98.8)	3	0.86%
No Apparent Illness or Injury-Transport Requested (Z71.1)	3	0.86%
Obvious Death (R99)	3	0.86%
Adrenal Insufficiency (E27.40)	2	0.57%
Allergic Reaction (Localized) (T78.40)	2	0.57%
Anxiety Attack / Acute Stress Reaction (F41.9)	2	0.57%
Cardiac: Cardiac Arrest (I46.9)	2	0.57%
Epistaxis / Nose Bleed (Non-Traumatic) (R04.0)	2	0.57%
General Malaise (Unknown Cause) (R53.81)	2	0.57%
GU: Hematuria / Blood in Urine (R31)	2	0.57%
GU: Other Urinary Problem, unspecified (N39.9)	2	0.57%
HYPOTHERmia (T68)	2	0.57%
Injury (Dislocated Hip) (M24.35)	2	0.57%
Injury (Face) (S09.93)	2	0.57%
Injury (Low Back / Lumbar Spine) (S39.92)	2	0.57%
Injury (Neck, Anterior or Lateral) (S19.9)	2	0.57%
Injury (Wrist, Hand, or Fingers) (S69.9)	2	0.57%
Injury(Forearm) (S59.91)	2	0.57%
Pain: Headache or Migraine (R51)	2	0.57%

EMS 028

Situation Provider Primary Impression (eSituation.11)	Number of Runs	Percent of Total Runs
Respiratory: Asthma, Reactive Airway Disease (J45)	2	0.57%
Seizures: Nonstatus Seizures, Unspecified Type (G40.909)	2	0.57%
Seizures: Status Seizures, Generalized / Tonic-Clonic (G40.901)	2	0.57%
Suicidal or Self-Harm Ideation or Thoughts (R45.851)	2	0.57%
Dehydration (E86.0)	1	0.29%
Diabetic: HYPERglycemia (E13.65)	1	0.29%
Diarrhea, unspecified (R19.7)	1	0.29%
Disruption of wound, varicose vein, skin tear, unspecified (T81.30)	1	0.29%
Drug Overdose / Abuse: Inhalant Abuse / Huffing (F18)	1	0.29%
Drug Overdose / Abuse: Marijuana, THC, Spice, Other Synthetic Cannabis (F12)	1	0.29%
Drug Overdose / Abuse: Other Illicit Drug or Misuse of Meds (F19)	1	0.29%
Drug Overdose / Abuse: Sedative /Anxiolytics (Benzos, Xanax, Versed, etc.) (F13)	1	0.29%
Dystonic Reaction from Drugs (G24.02)	1	0.29%
Frostbite (T34.90)	1	0.29%
GU: Kidney Stones / Renal Colic (N20.0)	1	0.29%
Infection / Infectious Disease (unspecified) (B99.9)	1	0.29%
Injury (Dislocated Shoulder) (M24.31)	1	0.29%
Injury (Foot) (S99.92)	1	0.29%
Injury (Knee) (S80.91)	1	0.29%
Injury (Lower Leg) (S89.9)	1	0.29%
Injury (Thoracic Spine) (S24.109)	1	0.29%
No Apparent Illness or Injury-Transported for Safety/Protocol (Z00.129)	1	0.29%
Pain: Chronic Pain, Unspecified (G89.2)	1	0.29%
Shock: HYPOvolemic Shock (R57.1)	1	0.29%
Suicide or Self-Harm Actions or Completion (T14.91)	1	0.29%
TIA (Transient Ischemic Attack) (G45.9)	1	0.29%
Visual disturbance (H53.9)	1	0.29%
Total: 350		Total: 100.00%

Report Filters

Incident Date: is between '1/1/2026' and '1/31/2026'

Portsmouth Fire Department
FY26 Budget Projections

Report Date: 1/31/26

Pay Periods

Expenses

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OVERTIME ANALYSIS REPORT

January-26

(check dates: 1.8.26 & 1.22.26)

OT -Recall	\$ 62,454.95
OT -Earned Time	\$ 60,592.70
OT -Disability	\$ 5,031.10
OT -WC	\$ 1,814.64 1Officer, 1 Firefighter
OT -Training	\$ 517.72 Medic Class
OT -Reimbursement	\$ 1,597.73 Invoiced
	<hr/>
	\$ 132,008.84

Recall Account Breakdown

Holdover	803.17
Recall for Emergency	691.44
Gear Maintenance & Sizing	569.94
City Council Inaugeration	378.44
EOC Radio Detail	176.44
First Night Detail	1,629.41
New Engine 3 Inspection	1,072.24
Shift Coverage: Admin	1,430.40
Shift Coverage: Funeral Leave	2,546.88
Shift Coverage: Military Leave	1,317.60
Shift Coverage: Personal	1,784.64
Shift Coverage: Vacancy	50,054.35
	<hr/>
	\$ 62,454.95



Portsmouth Fire Department

Fire Prevention Bureau

January 2026 Activity Report

Activity Summary

- Meetings with other departments, building owners, designers, and contractors: **26**
- Inspections performed: **53**
- New permits issued: **41**

Notable Items

- Fire Prevention Officer Wheeler was re-elected to the Executive Board of the New Hampshire Fire Prevention Society.
- Fire Prevention Officer Putney was re-elected as President.
- Lonza's Project Albacore (the big purple building) has partial occupancy in offices only
- The old Redhook/Cisco Brewery building has been mothballed and is up for sale
- Carbon Monoxide calls are down 30% from December but it is still a serious risk for the community

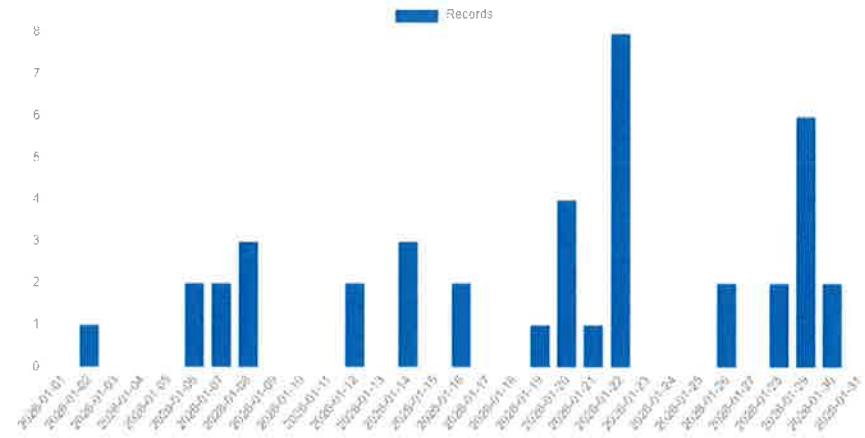


Portsmouth Fire Department

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Fire Prevention Bureau

Records submitted over time



Filter Results

Fire Department

Date

01/01/2025 to 01/31/...

Totals

41
Records Created

53
Inspections Done

\$10,197.80
Revenue Collected

18
Permits Issued

FY 2027 BUDGET SCHEDULE

Revised 1/22/2026

August 2025

18 Monday 7:00 PM City Council Meeting - CIP Kickoff Presentation

September 202519 Friday Citizen Request Submission Deadline for CIP Projects
26 Friday City Departments Submission Deadline for CIP Projects**October 2025**

9 Thursday 6:00 PM * City Council Citizen Request Subcommittee ~ Review Citizen Requests

November 202512 Wednesday 6:00 PM CIP Joint Work Session with City Council & Planning Board (full presentation)
17 Monday 7:00 PM CIP Joint Public Hearing with City Council & Planning Board
20 Thursday 6:00 PM Planning Board Meeting - Recommendation of the CIP to City Council**December 2025**

8 Monday 7:00 PM City Council Meeting - Adoption of the CIP

January 202614 Wednesday 6:00 PM City Council Budget Planning Work Session (and Water/Sewer Rate Study)
20 Tuesday 7:00 PM City Council Meeting - FY25 Audit Results Presentation
27 Tuesday 7:00 PM * School Board Public Hearing #1 on the proposed department budget**February 2026**10 Tuesday 6:00 PM ** Fire Commission Public Hearing on the proposed department budget
10 Tuesday 7:00 PM School Board Public Hearing #2 on the proposed department budget
Wednesday 5:30 PM * Police Commission Public Hearing on the proposed department budget**March 2026****April 2026**

Week of April 27th Proposed Budget document submitted to the City Council

May 202611 Monday 6:00 PM City Council Budget Work Session #1 - General Fund
13 Wednesday 6:00 PM City Council Budget Work Session #2 - Enterprise & Special Revenue Funds
18 Monday 7:00PM City Council - Budget Public Hearing is Opened
28 Thursday 6:00 PM City Council Work Session - Budget Review**June 2026**

8 Monday 7:00 PM City Council Meeting - Continuation of Public Hearing & Budget Adoption

All Meetings, Work Sessions, and Public Hearings will be held in the Eileen Dondero Foley Council Chambers unless noted:

* Conference Room A - City Hall

** Fire Station 2 (3010 Lafayette Road) - George Pierce Training Room

*** School Department Conference Room - City Hall

THE PORTSMOUTH BOARD OF FIRE COMMISSIONERS**And****PORPSMOUTH PROFESSIONAL FIRE OFFICERS ASSOCIATION
LOCAL #4039****MEMORANDUM OF AGREEMENT**

1. The Portsmouth Board of Fire Commissioners (“the City”) and The Portsmouth Professional Fire Officers Association, Local #4039 (“the Union”) are currently parties to a collective bargaining agreement that is in effect until June 30, 2026 (“the CBA”).
2. The City and the Union hereby agree to allow for a temporary amendment to Section V.4. (Wages, Insurance Benefits, Defense/Indemnification, And Longevity Bonus) of the current CBA to allow for the following:
 - Effective December 1, 2025, Lieutenant Timothy Dame shall be placed at the 24 Months Step of the Lieutenant Salary Schedule.
 - Effective October 15, 2025, Lieutenant Shane Anderson shall be placed at the 24 Months Step of the Lieutenant Salary Schedule.
3. Following initial placement at the 24 Months Step, Lieutenant Timothy Dame and Lieutenant Shane Anderson shall progress through subsequent Lieutenant pay steps on the normal schedule as set forth in Section V of the CBA, with their next step increases occurring twelve months from their promotion dates.
4. This Agreement is a limited, one-time remedy. It shall not constitute a past practice, bind either Party in any grievance or arbitration proceeding, or serve as precedent for any other employee or any provision in successor contract negotiations.
5. All other provisions of the CBA will remain in effect.

Dated: _____

Portsmouth Board of Fire Commissioners

Dated: _____

The Portsmouth Professional Fire Officers Association
Local #4039

Approved by the City Council: _____



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PORPSMOUTH FIRE DEPARTMENT

OFFICE OF THE FIRE CHIEF

GENERAL ORDER 26-03

January 29, 2026

All Personnel;

I am pleased to announce that after the recent promotional process, Firefighter Allan Scholtz Jr. will be recommended by me to the Board of Fire Commissioners to be promoted to the rank of Fire Prevention Officer effective February 9th at 0730 hours.

Please join me in this opportunity to congratulate Fire Prevention Officer Scholtz on his hard work and dedication to the Department, and to wish him well in his well-earned promotion.



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PORTSMOUTH FIRE DEPARTMENT

OFFICE OF THE FIRE CHIEF

GENERAL ORDER 26-04

February 2, 2026

All Personnel;

Effective February 2nd at 0730 Hours Fire Prevention Officer Chad Putney is appointed to Acting Deputy Chief responsible for Community Risk Reduction.

He will serve in this capacity until a formal process is announced and completed.



CITY OF PORTSMOUTH

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Office of the City Clerk – Election Division
Municipal Complex
1 Junkins Avenue
Portsmouth, New Hampshire 03801
kbarnaby@portsmouthnh.gov
(603) 610-7207

Kelli L. Barnaby
City Clerk

Date: January 28, 2026

To: Karen Conard, City Manager

From: Kelli L. Barnaby, City Clerk *KLb*

Re: Board of Ethics

In accordance with Chapter 1, Article VIII, Section 1.804 – Board of Ethics shall have a drawing by lot for the selection of members to serve on the Board.

The Board shall consist of five persons: one member each selected by lot from the City Council, School Board, Police Commission and Fire Commission and the City Attorney (ex officio) or such other legal counsel that the Board should decide.

The drawings by lot have occurred and the following members shall make up the 2026 Board of Ethics:

1. *City Councilor Elizabeth Moreau*
2. *Fire Commissioner Jennifer Mosher-Matthes*
3. *Police Commissioner Buzz Scherr*
4. *School Board Member Nancy Novelline Clayburgh*
5. *City Attorney Susan Morrell, Ex-officio*

If you should have any questions, please do not hesitate to contact the office.

cc: Susan Morrell, City Attorney
Mayor McEachern & City Council
✓William McQuillen, Fire Chief
Mark Newport, Police Chief
Zach McLaughlin, Superintendent of Schools

CITY OF PORTSMOUTH



OFFICE OF THE CITY CLERK

TO: Boards, Commissions and Committees Chairs/Staff Liaisons

FROM: June H. Philbrook, Deputy City Clerk *JHP*

DATE: January 22, 2026

RE: Annual Attendance Records

Pursuant to Section 1.302(b) of the Ordinance of the City of Portsmouth:

“Records of attendance shall be kept by the Chair of the Board, Commission, Committee appointed by the City Council. The attendance records of Boards, Commissions, and Committees shall be reported to the City Council on an annual basis. If a member notifies the Chair of a Board, Commission, or Committee prior to a meeting that member(s) will not be able to attend the meeting due to sickness, vacation, or out of town business travel, such absence will be considered an excused absence and so noted in the minutes of the meeting and the attendance sent to the Council.”

“The City Council shall declare vacant the office of any member who has unexcused absences for more than one-third of the regularly scheduled meetings of the Board, Commission, Committee in any calendar year.”

When submitting your attendance records please include the total number of meetings held in 2025 and the number of attendees. Including all excused and unexcused absences for all current members.

Please submit your attendance records to the Office of the City Clerk by Monday, February 9, 2026.

If you should have any questions, please feel free to contact the office. Thank you for your assistance with this matter.



City of Portsmouth

2026-2027 City Council Goal Categories, Summaries, and Strategic Objectives

The City Council established six broad goal categories and associated strategic objectives during their retreat on January 10, 2026.

Goal Category #1: Housing

Goal Summary: Increase the supply, decrease the cost, simplify the process, and expand below-market housing options.

Strategic Objectives:

1. Create a Homeowners Bill of Rights by the City Council, Planning Board, and City Staff by the end of 2027.
2. Rewrite the zoning ordinance by the City Council, Planning Board, and City Staff by the end of 2027.
3. Create a Housing Action Plan that includes a review of any plans existing from the former Housing Navigator by the end of July 2026.
4. Implement the Housing Action Plan by all stakeholders by the end of 2027.

Goal Category #2: Parking and Transportation

Goal Summary: Make Portsmouth a multi-modal transportation City leveraging both private & public participation and resources.

Strategic Objectives:

1. Determine feasibility of a shuttle loop, identify parties for a public/private partnership for developing funding sources by a Task Force, consultants, and City Staff by the end of October 2026.
2. Identify viable location for adding parking for all modes of transportation by consultant and City Staff by the end of October 2026.

Goal Category #3: Governance for the Governed

Goal Summary: Improve services to residents while protecting the tax base. Remove barriers to entry to boost services that are needed. Challenge State and legal barriers that hinder services.

Strategic Objectives:

1. Rewrite the Zoning Ordinance to find creative tax solutions that incentivize needed sectors (e.g., payment in lieu) to be completed by the Legal Department.
2. Assist needed service sectors with upfront development costs such as design, planning, and permitting.
3. Improve City services without increasing staff by unburdening staff from minutiae generated by red tape to be completed by the City IT Department and staff.
4. Find partners outside the community to help reduce costs to the City and desired service sectors.
5. Establish a Task Force to identify childcare deserts while leveraging the housing model to incentivize growth.

Goal Category #4: Arts, Culture, and Enrichment of Residential Life

Goal Summary: Support, enhance, and promote current programming that supports resident year-round life & community.

Strategic Objectives:

1. Combine the various newsletters and increase search engine optimization to build citizen awareness by coordinating the various newsletter developers in each department by the Communications Team by the end of March 2026.
2. Create and utilize existing resources for community awareness and activity by the Economic Development Director by the end of 2026.
3. Complete the Artspace study with recommendations by the Contractor, City Manager's office, and Arts & Cultural Commission by the end of 2026.
4. Implement the Resident Access Parking Program Pilot to increase parking availability to residents.

Goal Category #5: Reduce School Food Poverty

Goal Summary: To make sure no child goes without food due to cost.

Strategic Objectives:

1. Build a taskforce to discuss the policy objective by the City Council and School Board by the end of March 2026.
2. Explore community partnerships to support school food programs, including Gather, the Community Fridge, and the Middle Street Baptist Church by the City Council, the School Board, and the Welfare Director by the end of June 2026.
3. Determine feasibility of and plan for City funding of a free breakfast and lunch program by the City Council, School Board, and Finance Department by the end of June 2026.
4. Identify grant funding opportunities to support free breakfast and lunch programs in schools by City Staff by the end of 2026.

Goal Category #6: Preserving Sense of Place

Goal Summary:

Protect and enhance Portsmouth's character by nurturing a healthy community, preserving natural and built environments, promoting resiliency, and expanding solar energy use.

Strategic Objectives:

1. Showcase kids' art in public spaces.
2. Revitalize Adopt-a-Spot.
3. Prioritize and implement the Climate Action Plan (CAP) by the City Council, City Staff, and citizens by 2040.
4. Highlight resiliency and activation of waterfront climate and character by 2027.
5. Activate green space preservation to equate to a love that creates generations of stewards by 2027.
6. Remove impediments for small scale residential solar by the Planning and Sustainability and Inspection Departments by the end of 2026.
7. Adopt solar array ordinance changes by the City Council as reviewed by the Planning and Sustainability Department by the end of June 2026.
8. Build a solar farm (Jones Avenue) by the City Department of Public Works, Portsmouth Energy Advisory Committee, Sustainability Committee by 2027.

February 3, 2026

Via email: rgamester@comcast.net

Richard Gamester, Chair
Portsmouth Board of Fire Commissioners
176 Thaxter Road
Portsmouth, New Hampshire 03801

Dear Mr. Gamester:

I write you on behalf of the Portsmouth Professional Fire Officers Association. Please accept this letter as notification by the Portsmouth Professional Fire Officers Association of their desire to renegotiate their current Collective Bargaining Agreement.

Please have your representative contact me so that we might set up a schedule for negotiations.

Thank you for your attention to this matter.

Very truly yours,

/s/ Richard E. Molan

Richard E. Molan

REM/tec

cc: William McQuillen, Chief, Portsmouth Fire Department
Duncan Regonini, President, Portsmouth Fire Officers



Portsmouth Fire Department

Office of the Fire Chief

To: Portsmouth Board of Fire Commissioners

From: Chief McQuillen

Date: 2/6/2026

Re: Disposal of Fire Engine

The department is looking to dispose of a 2006 E-One Typhoon fire engine currently Engine 4, vehicle ID # 158 . The Engine has a 1250 gpm pump and a 500-gallon water tank.

This fire engine was replaced by a 2025 E-One Pumper, which was received by the department in mid-January 2026 and is currently being fitted for service. When complete the Engine will go into service at Station 3.

I recommend the Commission vote to sell the surplus equipment through the finance department to properly and efficiently remove this vehicle from our rolling stock as soon as possible, should the Commission approve this request.