

*Portsmouth Fire Department
Board of Fire Commissioners*

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



Monthly Meeting 6:00 PM
Tuesday, May 12, 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**
26-062 Approval of Minutes from April 14, 2026
 - IV. Public Comment Section**
 - V. Reports**
 - A. Fire Chief's Reports**
26-063 2026 Response Report – April 2026
26-064 Fire & EMS Calls – April 2026
26-065 FY26 Budget
26-066 Overtime Analysis Report – April 2026
 - B. Staff Reports**
26-067 Department Operations & Training (Asst. Chief Gionet)
26-068 Fire Prevention & Activity – April 2026 (Acting Deputy Fire Chief Putney)
 - VI. Old Business**
 - VII. New Business**
26-069 Proposed Homeland Security Internship-Fire Department
 - VIII. Adjournment**

26-062

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

Fire Station 2
George Pierce Training Room
April 14, 2026

Portsmouth, NH
1730 hours

I. Call to Order:

Commissioner Gamester called the meeting to order at 1730 hours.

Motion, to enter into Non-public Session at 1730 hours in accordance with RSA 91-A:3, II (a) for Personnel Matter, was made by Commissioner Matthes. Motion was seconded by Commissioner Gamester and passed unanimously.

Motion, to close and come out of Non-public Session at 1806 hours and return to public session, was made by Commissioner Matthes. Motion was seconded by Commissioner Gamester and passed unanimously.

Motion, to seal the minutes of Non-public Session, was made by Commissioner Matthes. Motion was seconded by Commissioner Gamester. On a roll call vote of 3-0, motion passed unanimously.

Regular monthly meeting convened at 1807 hours.

II. Pledge of Allegiance with Attendance:

Commissioner Gamester led the pledge of allegiance.

Present were Commissioners: Richard Gamester, Jennifer Matthes and Michael Hughes (via Teams connection); Fire Chief William McQuillen, Assistant Fire Chief Jason Gionet, Acting Deputy Fire Chief Chad Putney, Administrative Manager Nancy Savini, and many fire department personnel and members of their family for pinning ceremony and presentation of Letter of Merit.

III. Oath of Office

Chief McQuillen took a moment to recognize Fire Prevention Officer Allan Scholtz who has been promoted from Firefighter to Fire Prevention Officer (26-051). Chief did the honor of swearing him in and presenting the pins. His wife Christine and daughter Avery did the honoring of placing the pins on his jacket.

IV. Letter of Merit

Chief McQuillen took a moment to read the Letter of Merit (26-052), pertaining to Incident # 25-2936, presented to the following department members:

Lt. Peter R. Gordon
Ff. Shaun M. Sullivan
Ff. Thomas A. Choquette
Ff. Jack B. Bouchard
Ff. Steven A. Morse

In recognition for their actions while on duty at 1638 hours on December 22, 2025.

Motion, to suspend rules at 1812 hours to take a break to allow the families to take pictures, was made by Commissioner Matthes. Motion was seconded by Commissioner Gamester and passed unanimously.

Motion, to resume back into session at 1823 hours, was made by Commissioner Gamester. Motion was seconded by Commissioner Matthes and passed unanimously.

V. Approval of Minutes of Previous Meeting:

Motion, to approve the minutes of March 10, 2026 (26-053), was made by Commissioner Matthes. Motion was seconded by Commissioner Gamester and passed unanimously.

VI. Presentation of Written Communication:

Chief McQuillen read Victoria O'Brien's Thank You (26-054) for the Portsmouth Fire Department's response to the recent call regarding a lift assist for her mother and advice about placing her mother at Webster Court in Rye, NH.

Motion, to accept Thank You and place on file (26-054), was made by Commissioner Matthes. Motion was seconded by Commissioner Gamester and passed unanimously.

VII. Public Comment Session: None.

VIII. Reports:

A. Fire Chief's Reports:

Commissioner Gamester motioned to discuss Chief's reports (26-055 through 26-058). Motion was seconded by Commissioner Matthes.

Fire Chief McQuillen reviewed reports with the Commission.

Report (26-055), 2026 Response Report for March 2026. The report shows the department responding to a total of 523 calls for the month: 212 Fire Calls with EMS Services and 121 Fire and Related Service Calls and 311 Ambulance Calls.

Chief spoke briefly about the following incidents of interest:

March 6 0454 E1 R7 A3 A4 95 SB at Exit South MVA, tractor trailer jack knifed with fuel spill, highway shutdown for cleanup companies operated for 2 hours.

March 15 1840 hours Truck 5 and C1 to Fern Road North Hampton for 1st alarm building fire, operated for 2 ½ hours.

March 16 2324 hours E4 and A3 to an C-17 incoming to Pease ANGB declared an in flight emergency and FD response was cancelled upon landing.

March 16 1140 hours A2 was responding to 25 Hodgdon Way for a medical aid, when it was involved in a MVA at Lafayette Rd and Constitution Ave. No injuries extensive damage to A2.

March 24 0308 hours Marine 1 and C1 to River Road Newington for a river search. Operated for an hour and a half.

The safety message focused on “Safety Doesn’t Happen by Chance”.

The Portsmouth Fire Department and National Fire Protection Agency remind you For April 2026, that "Safety Doesn't Happen by Chance," urging proactive fire prevention through education and adherence to safety codes. Key focus areas include securing lithium-ion battery safety (charging on hard surfaces), testing smoke alarms monthly, and implementing comprehensive home fire escape plan.

Safety tips to follow:

- Lithium-ion Battery Safety : Charge devices (phones, e-bikes) on hard surfaces, not beds or couches, and use only manufacturer-approved charging cords.
- Smoke Alarms & Detection: Test alarms monthly, replace batteries annually, and ensure they are on every level, in hallways, and in bedrooms.
- Cooking Safety: Never leave cooking unattended and keep the stove area clear of combustible items.
- Lithium-ion Battery Safety: Charge devices (phones, e-bikes) on hard surfaces, not beds or couches, and use only manufacturer-approved charging cords.
- Smoke Alarms & Detection: Test alarms monthly, replace batteries annually, and ensure they are on every level, in hallways, and in bedrooms.
- Cooking Safety: Never leave cooking unattended and keep the stove area clear of combustible items.
- Escape Planning: Develop and practice a home fire escape plan, ensuring everyone knows two ways out and a designated meeting spot outside.
- Electrical Safety: As spring brings more activity, inspect extension cords (used only temporarily) and avoid overloading outlets.
- For more specific tips go to "don't chance safety," visit the NFPA and dontchancesafety.org

Report (26-056), Fire and EMS Call Summary Reports, shows the department responded to 212 fire calls for the month of March. EMS activity was 311 with the top three responses being for weakness, abdominal pain, and head injury. There were 13 calls for back pain, 10 for cardiac, 10 for no apparent injury, and 22 non-transport.

Report (26-057), FY26 Budget, Chief reviewed the budget noting we are still tracking about 1% to the good and have projected expenses to fiscal year end noting a projection of higher overtime in last quarter due to training. Also, we are in a good positive state entering the last quarter of FY26. Report (26-058), Overtime Analysis, provided a breakdown of how overtime was used in the month of February along with a summary of what was charged to OT-Recall for the month.

Motion, to accept Chief's Reports 26-055 through 26-058, was made by Commissioner Matthes. Motion was seconded by Commissioner Gamester and passed unanimously.

B. Staff Reports:

Assistant Chief Gionet reported on facilities and operations happening within the department (26-059) which are as follows:

Apparatus / Equipment/ Facilities

- * Engine 3 / Truck 2 Arial Sensor fixed and both back in service.
- * Ambulance repaired and placed back in service.
- * Station 2 Roof Repairs
- * Dispatch temporarily moving to Station 2 while Police Station is under repair. Will operate out of Station 2 for approximately 4 to 6 months.

Personnel

- * Current open positions
- * 2 New Firefighters scheduled to begin on April 27, 2026
- * Lieutenants Exam: Written portion held last week & Oral Board to be held on Apr 15, 2026. Three Firefighters are taking the exam.

Training

- * Fire Training – Live fire training scheduled at the PNSY in May
- * All Personnel have completed their EMS recertification process for this year
- * All personnel to complete annual Fire Boat refresher training over the next month
- * Trench Rescue 4-day Training program to be held in Rochester with 8 Firefighters attending

Deputy Chief Putney reported (26-060) on Fire Prevention activity for the month with 38 permits issued and 57 inspections done. Revenue collected for March 2026 was just under \$25,000, noting the March 2026 nearly doubled February's revenue with an increase in activity of totalling 74 permit applications.

Other Notable Items are as follows:

- All Public Schools have been inspected
- Fire Prevention Officer Wheeler had two ride along students from Lakes Region Community College as a part of their Inspections class
- Ordinance change and Rules and Regulations planning is ongoing
- Outdoor dining permits have begun

Acting Deputy Chief Putney also provided charts showing month-over-month revenue and Permit & Inspections trending analysis along with current year vs. previous year analysis.

IX. Old Business: None.

IX. New Business:

Ordinance Update (26-061) pertaining to the Portsmouth Fire Department Rules and Regulations for Fire Protection Systems and Permits Was discussed. The ordinance is currently with the legal department for review. Once approved by legal, it will be presented to City Council as an ordinance change. When passed by City Council, Portsmouth will be the second municipality to comply with the state of New Hampshire new state law.

Motion, to enter into Non-public Session at 1840 hours in accordance with RSA 91-A:3, II (a) for Chief to inform the commission of several pending items, was made by Commissioner Matthes. Motion was seconded by Commissioner Gamester and passed unanimously.

Motion, to close and come out of Non-public Session at 1901 hours and return to public session, was made by Commissioner Matthes. Motion was seconded by Commissioner Gamester and passed unanimously.

Motion, to seal the minutes of Non-public Session, was made by Commissioner Matthes. Motion was seconded by Commissioner Gamester. On a roll call vote of 3-0, motion passed unanimously.

X. Adjournment:

Motion, to adjourn at 1902 hours, was made by Commissioner Gamester. Motion was seconded by Commissioner Matthes and passed unanimously.



SERVICE ACTIVITY AND SAFETY MESSAGE



Month April 2026

TOTAL INCIDENT ACTIVITY: **535** YTD:2184

Fire Unit with EMS Services: **203** YTD:892 Ambulance Services: **332** YTD: 1292

Fire and Related Services: **110** YTD: 504

Portsmouth	311
New Castle	10
Mutual Aid given	11
Mutual Aid Rcvd	8

GREEN = Increase from prev. month

RED = Decrease " " "

Incidents of Interest:

April 5 0418 hours Truck 5 and C2 to 151 Atlantic Ave North Hampton for a building fire. Companies operated for 2 1/2 hours

April 6 1131 hours E4 T5 E1 A4 Prv 1&2 to 272 Hanover Street, fire in kitchen controlled by sprinkler head. Companies tied up an hour

April 16 1445 hours Haz Mat 1 to Dover for an investigation, tied up for 2 hours operating

April 21 2108 hours E3 A3 T2 E1 C1 to Hampton St at Aviation Dr MVA, and vehicle fire. 1 fatality. NHFMO and PPD assisted with investigation E3 committed for 4 hours

April 21 2300 hours E1 T2 A1 A2 A3 C1 C2 to 188 Lincoln Ave 1st alarm building fire assisted by Newington E4, Kittery E5, PSNY Ladder 81, Rye A2 at scene and Dover Exeter and call back crews covered. Fire contained to 1 story carriage house, with minor damage to nearby budlings, crews cleared in 3 hours.

The Portsmouth Fire Department and Occupational Safety and Health Administration (OSHA) remind you for May 2026, As spring turns to summer and outdoor activities pick up, May offers the perfect opportunity to reinforce safety awareness in the workplace and beyond. This month holds several national safety observances and industry-specific campaigns, making it an ideal time to prioritize discussions around electrical hazards, mental health, construction safety, and fall prevention.

Safety tips to follow.

Qualified Personnel: Emphasize that only trained and qualified individuals should perform electrical work.

- **Inspection Protocols:** Encourage regular inspections of tools, extension cords, and equipment for frayed wires or damage.
- **Personal Protective Equipment (PPE):** Remind workers to use insulated gloves, voltage-rated tools, and arc-flash gear as appropriate

Mental health is just as critical as physical safety, especially in high-stress and high-risk environments. Mental Health Awareness Month, recognized every May, encourages open dialogue, education, and support for mental well-being.

Mental Health in the Workplace

- **Stress Management:** Discuss practical techniques like mindfulness, deep breathing, and time management.
- **Breaking the Stigma:** Create a culture where it's okay to talk about mental health without fear of judgment.
- **Access to Resources:** Share contact information for Employee Assistance Programs (EAPs), hotlines, or local counselors.
- **Training Supervisors:** Equip leaders with tools to recognize signs of burnout, depression, or substance abuse.

National Safety Stand-Down to Prevent Falls in Construction (May 4–8, 2026)
Coinciding with Construction Safety Week is the National Safety Stand-Down, a nationwide event led by OSHA to prevent falls, the leading cause of fatalities in the construction industry.

Stand-Down Best Practices:

- **Pause the Work:** Set aside time during the workday to talk directly about fall prevention.
- **Focus Topics:** Guardrails, harnesses, anchorage points, scaffolding, and roof safety.
- **Demonstrations:** Show proper donning and inspection of fall arrest systems.
- **Employee Feedback:** Allow workers to voice concerns or share experiences with fall hazards.

Slips, Trips, and Falls

While falls from heights are a major concern in construction, slips and trips on the same level are common across all industries. According to the National Safety Council, these incidents are among the leading causes of workplace injuries.

Prevention Strategies:

- **Housekeeping:** Keep walkways clear of clutter, cords, and spills.
- **Lighting:** Ensure adequate lighting in all work and walking areas.
- **Signage:** Use "Wet Floor" signs and other hazard warnings effectively.
- **Footwear:** Promote the use of anti-slip shoes or boots



INCIDENTS BY DISTRICT NERIS

FIRE_ZONE	COL_1
1	104
2	33
3	17
4	24
5	16
6	2
M/A	7
Total	203

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

Criteria: Fire Zone is not null

PRIMARY INCIDENT TYPE FOUND NERIS

PRIMARY INCIDENT TYPE / PRIMARY INCIDENT GROUP	COL_1
Fire - Outside Fire - Trash / Rubbish Fire	1
Fire	1
Fire - Outside Fire - Vegetation / Grass Fire	2
Fire	2
Fire - Outside Fire - Wildfire - Urban Interface	2
Fire	2
Fire - Structure Fire - Structural Involvement	2
Fire	2
Fire - Structure Fire - Confined Cooking / Appliance Fire	1
Fire	1
Fire - Transportation Fire - Vehicle Fire - Passenger	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	3
Hazardous Situation	3
Hazardous Situation - Hazardous Materials - Fuel Spill / Fuel Odor	2
Hazardous Situation	2
Hazardous Situation - Hazardous Materials - Gas Leak / Gas Odor	2
Hazardous Situation	2
Hazardous Situation - Hazardous Materials - Carbon Monoxide Release	3

**PRIMARY INCIDENT TYPE FOUND
NERIS**

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

26-064
Fire



PRIMARY INCIDENT TYPE / PRIMARY INCIDENT GROUP	COL_1
Hazardous Situation	3
Hazardous Situation - Investigation - Odor	3
Hazardous Situation	3
Hazardous Situation - Investigation - Smoke Investigation	1
Hazardous Situation	1
Medical - Illness - Abdominal Pain / Problems	1
Medical	1
Medical - Illness - Allergic Reaction / Stings	4
Medical	4
Medical - Illness - Back Pain (Non-Trauma)	1
Medical	1
Medical - Illness - Breathing Problems	4
Medical	4
Medical - Illness - Cardiac Arrest	1
Medical	1
Medical - Illness - Chest Pain (Non-Trauma)	17
Medical	17
Medical - Illness - Convulsions / Seizures	4
Medical	4
Medical - Illness - Heart Problems	3
Medical	3
Medical - Illness - Overdose / Poisoning	4
Medical	4
Medical - Illness - Psychological Behavior Issues	2
Medical	2
Medical - Illness - Sick Case	14

26-064

Fire

PRIMARY INCIDENT TYPE FOUND NERIS

Portsmouth FD NH

Address: 170 Court St, Portsmouth, NH, 03801



PRIMARY INCIDENT TYPE / PRIMARY INCIDENT GROUP	COL_1
Medical	14
Medical - Illness - Stroke / CVA	1
Medical	1
Medical - Illness - Unconscious Victim	6
Medical	6
Medical - Illness - Well Person Check	2
Medical	2
Medical - Illness - Altered Mental Status	4
Medical	4
Medical - Illness - Unknown Problem	1
Medical	1
Medical - Illness - No Appropriate Choice	2
Medical	2
Medical - Injury / Trauma - Animal Bites	1
Medical	1
Medical - Injury / Trauma - Choking	1
Medical	1
Medical - Injury / Trauma - Fall	12
Medical	12
Medical - Injury / Trauma - Motor Vehicle Collision	10
Medical	10
Medical - Injury / Trauma - Industrial Accident/Inaccessible Incident/Other Entrapment (Non-Vehicle)	1
Medical	1
Medical - Injury / Trauma - Hemorrhage / Laceration	1

26-064 Fire

Portsmouth FD NH

Address: 170 Court St, Portsmouth, NH, 03801



**PRIMARY INCIDENT TYPE FOUND
NERIS**

PRIMARY INCIDENT TYPE / PRIMARY INCIDENT GROUP	COL_1
Medical	1
Medical - Injury / Trauma - Other Traumatic Injury	2
Medical	2
Medical - Other - Standby Request	1
Medical	1
Public Service - Citizen Assist - Citizen Assist / Service Call	2
Public Service	2
Public Service - Citizen Assist - Lift Assist	2
Public Service	2
Public Service - Alarms (Non Medical) - Fire / Smoke Alarm	20
Public Service	20
Public Service - Alarms (Non Medical) - CO Alarm	6
Public Service	6
Rescue - Structure - Elevator / Escalator Rescue	3
Rescue	3
No Emergency - False Alarm - Malfunctioning Alarm	12
No Emergency	12
No Emergency - False Alarm - Accidental Alarm	11
No Emergency	11
No Emergency - False Alarm - Other False Call	1
No Emergency	1
No Emergency - Good Intent - No Incident Found Upon Arrival / Location Error	8
No Emergency	8
No Emergency - Good Intent - Controlled Burning (Authorized)	2

26-064 Fire

**PRIMARY INCIDENT TYPE FOUND
NERIS**

Portsmouth FD NH

Address: 170 Court St, Portsmouth, NH, 03801



PRIMARY INCIDENT TYPE / PRIMARY INCIDENT GROUP	COL_1
No Emergency	2
No Emergency - Good Intent - Investigate Hazardous Release (Nothing Found)	3
No Emergency	3
No Emergency - Cancelled	6
No Emergency	6
Total	203

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



Runs by Provider Impression
April 2026

26-064 EMS

Situation Provider Primary Impression (eSituation.11)	Number of Runs	Percent of Total Runs
No Apparent Illness or Injury- No Transport (Z00.00)	38	11.45%
Weakness (Unable to Diagnosis Specific Cause) (R53.1)	26	7.83%
Syncope / Fainting (R55)	16	4.82%
Anxiety Attack / Acute Stress Reaction (F41.9)	15	4.52%
Abdominal Pain / Problems (Non-Traumatic) (R10.0)	12	3.61%
Injury (Head/Scalp) (S09.90)	11	3.31%
Alcohol Abuse and Effects (F10)	10	3.01%
Psychiatric / Behavioral Problem (F99)	9	2.71%
Altered Mental Status (Unknown Cause) (R41.82)	9	2.71%
Pain: Leg Pain (Non-Traumatic) Unspecified Cause or Location (M79.606)	8	2.41%
Chest Pain, Non-Cardiac / Non-Traumatic (R07.9)	8	2.41%
General Malaise (Unknown Cause) (R53.81)	7	2.11%
No Apparent Illness or Injury-Transport Requested (Z71.1)	7	2.11%
Pain: (Non-Traumatic) Location Not Otherwise Listed (G89.1)	7	2.11%
Sepsis or Septic Shock (A41.9)	7	2.11%
Respiratory: COPD (Emphysema / Chronic Bronchitis) (J44.1)	7	2.11%
Back Pain (Non-Traumatic) (M54.9)	6	1.81%
No Apparent Illness or Injury-Transported for Safety/Protocol (Z00.129)	5	1.51%
Respiratory: Asthma, Reactive Airway Disease (J45)	5	1.51%
Seizures: Nonstatus Seizures, Unspecified Type (G40.909)	5	1.51%
Stroke / CVA (I63.9)	5	1.51%
Cardiac: Chest Pain, Acute Coronary Syndrome (I21)	5	1.51%
Epistaxis / Nose Bleed (Non-Traumatic) (R04.0)	4	1.20%
HYPERTension (I10)	4	1.20%
Injury (Ankle) (S99.91)	4	1.20%
Injury (Face) (S09.93)	4	1.20%
Injury (Hip) (S79.91)	4	1.20%
Cardiac: Rhythm Disturbance (Tachy, Brady, Ectopy, Other) (I49.9)	4	1.20%
Diabetic: HYPERGlycemia (E13.65)	4	1.20%
Infection / Infectious Disease (unspecified) (B99.9)	3	0.90%
Injury (Neck, Anterior or Lateral) (S19.9)	3	0.90%
Injury (Wrist, Hand, or Fingers) (S69.9)	3	0.90%
Nausea/Vomiting (Unknown Etiology) (R11)	3	0.90%
Pain: Headache or Migraine (R51)	3	0.90%
Seizures: Status Seizures, Generalized / Tonic-Clonic (G40.901)	3	0.90%
Suicidal or Self-Harm Ideation or Thoughts (R45.851)	3	0.90%
Allergic Reaction (Localized) (T78.40)	3	0.90%
Anaphylaxis (T78.2)	2	0.60%
Cellulitis (Complications Related to) (L03.90)	2	0.60%
Drug Overdose / Abuse: Opioid/Narcotic Related (F11)	2	0.60%
Drug Overdose / Abuse: Other Illicit Drug or Misuse of Meds (F19)	2	0.60%
GI Bleed (K92.2)	2	0.60%
GI Infection, Virus or Food Poisoning (A09)	2	0.60%
GU: UTI / Urinary Tract Infection (N39.0)	2	0.60%
HYPOTension (I95.9)	2	0.60%
Influenza / Flu Like Illness (J11)	2	0.60%
Injury (Dislocated Hip) (M24.35)	2	0.60%
Injury (Low Back / Lumbar Spine) (S39.92)	2	0.60%

Situation Provider Primary Impression (eSituation.11)	Number of Runs	Percent of Total Runs
Injury (Shoulder or Upper Arm) (S49.9)	2	0.60%
Neurological Disorder or Infection (G98.8)	2	0.60%
Respiratory Distress Unknown Cause (J98.9)	2	0.60%
Vertigo / Dizziness (Complications Related To) Unknown Etiology (H81.3)	2	0.60%
Burns (T30.0)	1	0.30%
Cancer (Complications Related to) (D49)	1	0.30%
Cardiac: Cardiac Arrest (I46.9)	1	0.30%
Cardiac: DVT / Embolism / Thrombosis, Acute (I82.90)	1	0.30%
Dental Pain or Problems (K08.9)	1	0.30%
Disruption of wound, varicose vein, skin tear, unspecified (T81.30)	1	0.30%
Effects of Stings, Bites, Plant Contact (T63)	1	0.30%
HYPOthermia (T68)	1	0.30%
Injury (Abdomen) (S39.91)	1	0.30%
Injury (Cervical/C-Spine) (S14.10)	1	0.30%
Injury (Foot) (S99.92)	1	0.30%
Injury (Knee) (S80.91)	1	0.30%
Injury (Thorax / Chest) (S29.9)	1	0.30%
Injury (Unspecified Location) (T14.90)	1	0.30%
Injury(Forearm) (S59.91)	1	0.30%
Pain: Arm Pain (Non-Traumatic) Unspecified Cause or Location (M79.603)	1	0.30%
Pain: Chronic Pain, Unspecified (G89.2)	1	0.30%
Respiratory: Lower Respiratory Infection (e.g. Pneumonia, bronchitis, bronchiolitis) (J22)	1	0.30%
Shock: Traumatic Shock (T79.4)	1	0.30%
Suicide or Self-Harm Actions or Completion (T14.91)	1	0.30%
TIA (Transient Ischemic Attack) (G45.9)	1	0.30%
Total: 332	Total: 100.00%	

Report Filters

Incident Date: is between '4/1/2026' and '4/30/2026'

26-065

**Portsmouth Fire Department
FY28 Budget Projections**

Report Date 5/5/26		Pay Periods	26	Past	Projected to end of yr				22 Remain	4	2	Est Avail Remain
ACCOUNT	TITLE	Expenses	BUDGET 26	YTD EXPENSED	OUTSTANDING	YEARLY EXP.	YTD Benchmark	Period / Month Proj	Through Yr projected	Period / Month Benchmark	PROJECTED FY26	
FF												
011041	Salaries Uniform Personnel	% spent	\$4,798,408.00	\$3,768,954.02	\$744,876.68	\$4,513,830.70	\$4,060,191.38	\$173,608.87	\$194,554.15	\$173,608.87	\$4,513,830.70	\$284,577.30
012033	PT Salaries - Vehicle Maint	170%	\$27,479.00	\$46,846.56	\$10,943.85	\$57,790.41	\$23,251.46	\$2,129.39	\$1,056.88	\$2,129.39	\$57,790.41	(\$30,311.41)
014031	O/T Emergency Recall	114%	\$553,498.00	\$633,635.07	\$94,274.11	\$727,909.18	\$468,344.46	\$28,801.59	\$21,288.38	\$28,801.59	\$727,909.18	(\$174,411.18)
014032	O/T Earned Time Leave	77%	\$815,350.00	\$628,903.60	\$147,601.82	\$776,505.42	\$689,911.54	\$28,586.53	\$31,359.62	\$28,586.53	\$776,505.42	\$38,844.58
014033	O/T Disability Leave	172%	\$99,100.00	\$170,141.40	\$17,119.60	\$187,261.00	\$83,853.85	\$7,733.70	\$3,811.54	\$7,733.70	\$187,261.00	(\$88,161.00)
014034	O/T Workers Comp	32%	\$84,000.00	\$26,732.08	\$12,024.48	\$76,275.52	\$1,076.92	\$1,215.09	\$3,230.77	\$1,215.09	\$76,275.52	\$45,243.44
014042	O/T Training-Education	68%	\$94,000.00	\$64,087.76	\$18,016.30	\$82,104.06	\$36,153.85	\$2,913.08	\$3,615.38	\$2,913.08	\$82,104.06	\$11,895.94
015001	Longevity	1x pymnt	\$25,816.28	\$21,661.28	\$0.00	\$21,661.28	\$21,513.57	\$21,661.28	\$2,151.36	\$21,661.28	\$21,661.28	\$4,155.00
017001	Holiday Premium Pay	13 days	\$229,166.26	\$183,664.43	\$40,500.00	\$224,164.43	\$249,093.76	\$17,243.42	\$19,927.50	\$17,243.42	\$224,164.43	\$5,001.83
018031	Certification Stipend	+ACFT payment	\$408,474.09	\$325,271.07	\$67,148.88	\$392,419.95	\$345,631.92	\$17,837.27	\$15,710.54	\$17,837.27	\$392,419.95	\$16,054.14
021001	Insurance - Health	1x pymnt	\$813,370.82	\$813,370.00	\$0.00	\$813,370.00	\$813,370.82	\$0.00	\$67,780.90	\$813,370.82	\$813,370.82	\$0.00
021101	Insurance - Dental	68%	\$75,354.30	\$51,585.49	\$13,700.82	\$65,286.31	\$62,795.25	\$5,440.53	\$6,279.53	\$5,440.53	\$65,286.31	\$10,067.99
021501	Insurance - Life	49%	\$10,364.56	\$5,090.76	\$2,079.21	\$7,169.97	\$8,637.13	\$597.50	\$863.71	\$597.50	\$7,169.97	\$3,194.59
021601	Insurance - Disability	note incr 11/23 to 37	\$17,754.11	\$10,916.66	\$3,343.59	\$14,260.25	\$14,795.09	\$1,188.35	\$1,479.51	\$1,188.35	\$14,260.25	\$3,493.86
022001	Social Security	0%	\$0.00	\$597.13	-\$20.88	\$576.25	\$0.00	\$27.14	\$0.00	\$27.14	\$0.00	\$576.25
022501	Medicare	+ACFT payment	\$104,070.70	\$82,395.07	\$16,459.98	\$98,855.05	\$88,059.82	\$3,745.23	\$4,002.72	\$3,745.23	\$98,855.05	\$5,215.65
023003	Retirement - Firefight	+ACFT payment	\$2,080,550.26	\$1,692,737.23	\$341,865.08	\$2,034,602.31	\$1,760,465.60	\$76,942.60	\$80,021.16	\$76,942.60	\$2,034,602.31	\$45,947.97
036001	Prof Services - Cleaning	82%	\$28,064.00	\$23,116.34	\$4,782.48	\$27,898.82	\$23,386.67	\$2,789.88	\$2,338.67	\$2,789.88	\$27,898.82	\$165.18
039071	Fire Prevention	116%	\$5,000.00	\$5,815.90	\$1,949.94	\$7,765.84	\$4,166.67	\$776.58	\$416.67	\$776.58	\$7,765.84	(\$2,765.84)
054050	Training Education	28%	\$26,500.00	\$7,309.23	\$18,314.23	\$25,623.46	\$22,083.33	\$2,562.35	\$2,208.33	\$2,562.35	\$25,623.46	\$876.54
068001	Clothing Allowance	40%	\$42,000.00	\$16,824.12	\$24,136.83	\$40,960.95	\$42,000.00	\$4,096.10	\$3,500.00	\$4,096.10	\$40,960.95	\$1,039.05
068003	Protective Clothing	172%	\$25,000.00	\$43,096.00	\$38,000.00	\$81,096.00	\$20,833.33	\$8,109.60	\$2,083.33	\$8,109.60	\$81,096.00	(\$56,096.00)
074001	Equipment	129%	\$11,500.00	\$14,884.99	\$5,875.03	\$20,760.02	\$9,583.33	\$2,076.00	\$958.33	\$2,076.00	\$20,760.02	(\$9,206.02)
AMB												
039003	Prof/Services - Licensing	12%	\$3,250.00	\$390.00	\$2,400.00	\$2,790.00	\$2,708.33	\$279.00	\$270.83	\$279.00	\$2,790.00	\$460.00
043015	Repairs - Equipment	55%	\$12,580.00	\$6,947.33	\$5,000.00	\$11,947.33	\$10,483.33	\$1,194.73	\$1,048.33	\$1,194.73	\$11,947.33	\$632.67
043024	Repairs - Vehicle	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
054001	EMT Implementation	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
054050	Training Education	0%	\$42,000.00	\$188.98	\$40,000.00	\$40,188.98	\$35,000.00	\$4,018.90	\$3,500.00	\$4,018.90	\$40,188.98	\$1,811.02
061002	Miscellaneous Supplies	0%	\$46,000.00	\$27,503.89	\$11,173.97	\$38,677.86	\$38,333.33	\$3,867.79	\$3,833.33	\$3,867.79	\$38,677.86	\$7,322.14
063601	Diesel Fuel	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
074001	Equipment	0%	\$2,000.00	\$0.00	\$2,500.00	\$2,500.00	\$1,666.67	\$250.00	\$166.67	\$250.00	\$2,500.00	(\$500.00)
ADM												
011001	Regular Salaries	C1, C2, C3 Comp, Ad	\$593,061.00	\$447,289.90	\$107,304.26	\$554,594.16	\$501,820.85	\$25,208.83	\$22,810.04	\$25,208.83	\$554,594.16	\$38,466.84
011061	Insurance Reimbursement	54%	\$225,937.80	\$122,247.74	\$56,484.53	\$178,732.27	\$1,787,322.70	\$44,683.07	\$178,732.27	\$178,732.27	\$178,732.27	\$47,205.53
012001	Part Time Salaries	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
012041	Commissioner Stipend	83%	\$3,600.00	\$3,000.00	\$600.00	\$3,600.00	\$3,000.00	\$300.00	\$300.00	\$300.00	\$3,600.00	\$0.00
014041	Overtime	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
015001	Longevity	1x pymnt	\$9,005.89	\$6,262.34	\$0.00	\$6,262.34	\$7,504.91	\$626.23	\$750.49	\$626.23	\$7,504.91	\$1,841.89
016001	Leave At Termination	1x pymnt	\$120,084.00	\$120,084.00	\$0.00	\$120,084.00	\$120,084.00	\$0.00	\$10,007.00	\$120,084.00	\$120,084.00	\$0.00
017001	Holiday Premium Pay	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
018033	Admin. Stand-by Pay	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
021001	Insurance - Health	1x pymnt	\$116,681.86	\$116,682.00	\$0.00	\$116,682.00	\$97,234.88	\$0.00	\$9,723.49	\$116,682.00	\$116,681.86	\$0.00
021101	Insurance - Dental	72%	\$7,263.90	\$5,239.06	\$1,210.66	\$6,449.72	\$6,053.25	\$537.48	\$605.33	\$537.48	\$6,449.72	\$814.18
021501	Insurance - Life	49%	\$1,254.41	\$609.12	\$209.00	\$818.12	\$1,045.34	\$68.18	\$104.53	\$68.18	\$818.12	\$436.29
021601	Insurance - Disability	note incr 11/23 to 37	\$2,148.75	\$1,307.51	\$273.74	\$1,581.25	\$1,790.63	\$131.77	\$179.06	\$131.77	\$1,581.25	\$567.50
022001	Social Security	0%	\$6,234.00	\$4,716.29	\$943.30	\$5,659.59	\$5,274.92	\$257.25	\$239.77	\$257.25	\$5,659.59	\$574.41
022501	Medicare	69%	\$12,107.00	\$8,412.60	\$1,473.81	\$9,886.41	\$10,244.38	\$449.38	\$465.65	\$449.38	\$9,886.41	\$2,220.59
023001	Retirement	64%	\$15,185.00	\$9,749.24	\$1,829.34	\$11,578.58	\$12,848.85	\$526.30	\$584.04	\$526.30	\$11,578.58	\$3,606.42
023003	Retirement - Firefight	80%	\$14,417.35	\$115,065.09	\$22,280.25	\$137,345.34	\$55,160.52	\$6,242.97	\$5,516.05	\$6,242.97	\$137,345.34	\$6,072.01
026002	Insurance - Workers Comp	1x pymnt	\$597,418.20	\$582,426.00	\$0.00	\$582,426.00	\$497,848.50	\$0.00	\$49,784.85	\$582,426.00	\$14,992.20	\$14,992.20
031001	Prof. Srvs - Energy Contract	26%	\$38,000.00	\$9,871.68	\$18,000.00	\$27,871.68	\$0.00	\$2,787.17	\$0.00	\$2,787.17	\$27,871.68	\$10,128.32
033001	Prof Serv - Temp	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
034010	Telephone	85%	\$33,180.00	\$28,051.82	\$5,600.00	\$33,651.82	\$27,650.00	\$2,804.32	\$2,765.00	\$2,804.32	\$33,651.82	(\$471.82)
034104	Cellular Phones	80%	\$15,000.00	\$12,024.81	\$4,050.88	\$16,075.69	\$12,500.00	\$1,339.64	\$1,250.00	\$1,339.64	\$16,075.69	(\$1,075.69)
034206	Software - Annual Maint	81%	\$35,000.00	\$28,486.65	\$5,000.00	\$33,486.65	\$29,166.67	\$3,348.67	\$2,916.67	\$3,348.67	\$33,486.65	\$1,513.35
035001	Prof Srvs-Medical Exam	156%	\$10,000.00	\$15,563.85	\$2,124.15	\$17,688.00	\$0.00	\$1,768.80	\$0.00	\$1,768.80	\$17,688.00	(\$7,688.00)
039070	Prof Serv - O/S Counsel	572%	\$1,000.00	\$5,717.15	\$500.00	\$6,217.15	\$0.00	\$518.10	\$83.33	\$518.10	\$6,217.15	(\$5,217.15)
041002	Electricity	96%	\$59,000.00	\$56,485.76	\$15,000.00	\$71,485.76	\$49,166.67	\$5,957.15	\$4,916.67	\$5,957.15	\$71,485.76	(\$12,485.76)
041101	Natural Gas	66%	\$35,000.00	\$23,035.36	\$13,000.00	\$36,035.36	\$29,166.67	\$3,002.95	\$2,916.67	\$3,002.95	\$36,035.36	(\$1,035.36)
041205	Water / Sewer Fees	57%	\$20,000.00	\$11,456.53	\$6,000.00	\$17,456.53	\$16,666.67	\$1,454.71	\$1,666.67	\$1,454.71	\$17,456.53	\$2,543.47
041301	Trash Removal	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
043001	Repairs-Structural	154%	\$27,000.00	\$41,661.45	\$74,311.62	\$115,973.07	\$22,500.00	\$11,597.31	\$2,250.00	\$11,597.31	\$115,973.07	(\$88,973.07)
043012	Repairs-Communications	68%	\$11,000.00	\$7,493.01	\$3,727.01	\$11,220.02	\$9,166.67	\$1,122.00	\$916.67	\$1,122.00	\$11,220.02	(\$220.02)
043018	Repairs-Equipment	55%	\$23,500.00	\$12,863.32	\$9,691.05	\$22,554.37	\$19,583.33	\$2,255.44	\$1,958.33	\$2,255.44	\$22,554.37	\$945.63
043019	Repairs-SCBA	233%	\$7,000.00	\$16,316.78	\$3,622.79	\$19,939.57	\$5,833.33	\$1,993.96	\$583.33	\$1,993.96	\$19,939.57	(\$12,939.57)
043021	Repairs-Fire Alarm Sys	30%	\$5,000.00	\$1,480.52	\$2,419.28	\$3,899.80	\$4,166.67	\$120.00	\$416.67	\$3,899.80	\$1,100.20	\$0.00
043024	Repairs-Vehicle	102%	\$110,000.00	\$112,487.11	\$35,608.48	\$148,095.59	\$91,666.67	\$14,809.56	\$9,166.67	\$14,809.56	\$148,095.59	(\$38,095.59)
043027	Office Equipment	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
044006	Printing Lease/Maint. (Copier)	0%	\$6,000.00	\$2,682.32	\$1,200.00	\$3,882.32	\$5,000.00	\$323.53	\$500.00	\$323.53	\$3,882.32	\$2,117.68

OVERTIME ANALYSIS REPORT

26-866

April-26

(check dates: 4.2.26, 4.16.26 & 4.30.26)

OT -Recall	\$ 77,631.06	
OT -Earned Time	\$ 70,924.54	
OT -Disability	\$ 34,946.86	1 Officer, 2 Firefighters
OT -WC	\$ 5,644.77	
OT -Training	\$ 7,967.21	Bluecard Training, Medic Class, & C-4
OT -Reimbursement	\$ 8,226.10	Invoiced
	<u>\$ 205,340.54</u>	

Recall Account Breakdown

Holdover	524.84
Lt Exam	1,406.84
M/A North Hampton Structure Fire	301.38
Recall First Alarm Structure Fire	1,769.05
EOC Radio Detail	426.24
Ride to School	415.52
Jobs Related Skills & Fitness	3,385.95
Replacement Committee	782.45
New Ambulance Spec Work/Truck Committee	670.12
Gear Fitting	162.84
Joint Loss Committee	252.00
Dispatch Meeting	148.72
Durham Team Leader Follow Up	138.54
Shift Coverage: Admin Leave	3,614.88
Shift Coverage: Funeral Leave	630.00
Shift Coverage: Military Leave	11,644.00
Shift Coverage: Personal Leave	1,644.00
Shift Coverage: Union Leave	485.90
Shift Coverage: Vacancy	<u>\$ 49,227.79</u>
	<u>\$ 77,631.06</u>



Portsmouth Fire Department

26-067

Operations and Training

Fire Commission Meeting

May 12, 2026

Apparatus / Equipment / Facilities

1. New Engine
2. Ambulance Updates
3. Station 2 Roof Update
4. Station 2 Facility Improvements
5. Dispatch temporary move to Station 2

Personnel

1. Current open positions
2. 2 New Firefighters started on April 27, 2026, and have completed their initial orientation.
3. Lieutenants' exam completed resulting in a promotional list of 3 candidates.

Training

1. Fire Training – Live fire training has been completed by 3 of the 4 shifts.
2. Hampton Fire is sponsoring a difficult airway class with several of our personnel attending

Other

1. Will be starting the process of completing the NH Ground Ambulance Data Collection Study to be in compliance with SB-245

26-068



Portsmouth Fire Department

Fire Prevention Division

April 2026 Activity Report

Activity Summary

- Meetings with other departments, building owners, designers, and contractors: **26**
- Inspections performed: **47**
- New permits issued after review: **49**
- Permits applied for: **49**

Notable Items

- Fire Prevention Officer Scholtz successfully completed a 2 Day Incident Fire Safety Officer Certification Course
- Ordinance change proposal submitted to council and Rules and Regulations planning is almost complete
- Public Education event at Margeson with Fire Marshal's Office
- Q1 Safety Committee met, follow up ideas were complied

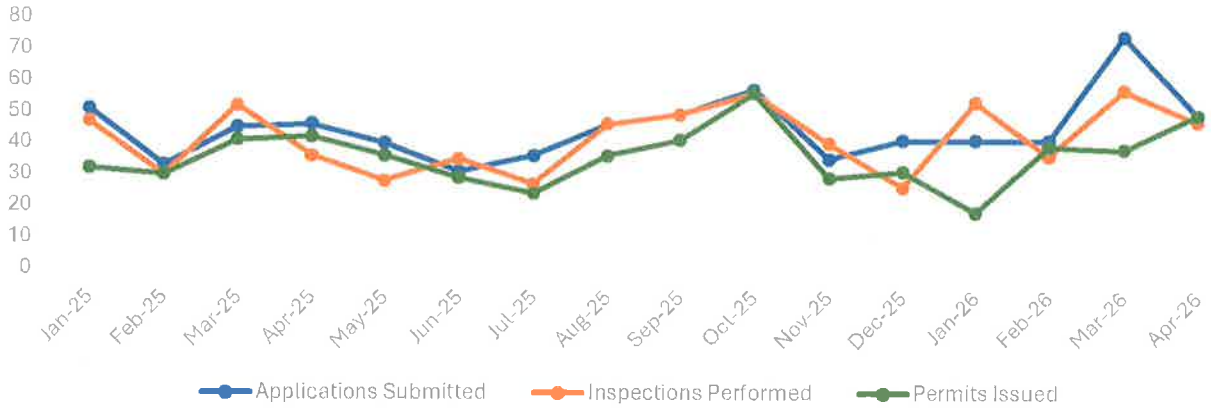
26-068



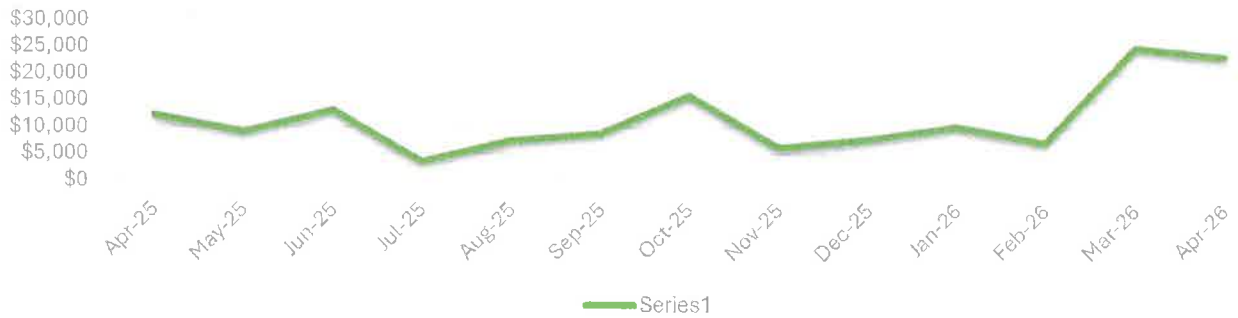
Portsmouth Fire Department

Fire Prevention Division

Permits & Inspections Trend



Revenue Trend (\$)





26-069

Position Title: Homeland Security Internship-Fire Department

NATURE OF WORK

The Homeland Security Intern will support the Portsmouth Fire Department's emergency preparedness, planning, and operational activities. This internship provides hands-on experience in public safety operations, emergency management, data analysis, and community preparedness.

SUPERVISION

Incumbent works under the general supervision of the Fire Chief or their designee.

ESSENTIAL JOB FUNCTIONS

The essential functions or duties listed below are intended only as illustration of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if work is similar, related, or a logical assignment to, or extension of, the position.

1. Assist with updating and maintaining transportation, emergency operations, preparedness and evacuation plans, including route mapping.
2. Perform data entry and documentation for emergency management projects, incident reports, and preparedness initiatives.
3. Participate in after-action reviews following real incidents, training events, or community drills; help file findings and recommendations.
4. Learn and practice radio communication protocols, including basic dispatch etiquette and standards.
5. Shadow crews during community runs to gain exposure to real-world emergency response operations.
6. Assist with community outreach and preparedness initiatives, such as public education events.
7. Support planning and logistics for multi-agency drills and exercises, helping set up, coordination, and documentation.
8. Assisting with basic station, equipment, gear, and apparatus cleaning and maintenance to understand operations readiness and standards.
9. Perform other duties as assigned.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

An incumbent in this position consistently demonstrates a(n)...

1. Strong communication and organizational skills.
2. Ability to work in a fast-paced, team-orientated environment.
3. Willingness to participate in hands-on fieldwork and training activities.
4. Knowledge of Microsoft 365. Specific software training will be available.

5. Ability to communicate effectively with the general public, City staff, and government officials at all levels.

ENVIRONMENT, WORKING CONDITIONS, PHYSICAL AND MENTAL EFFORT

Most work will be performed in a combination of office, fire station, and field environments. Routine exposure to moderate noise and intermittent exposure to high noise during drills and engine testing. Hearing protection is provided. Possible exposure to weather extremes during outdoor exercises and community events. Intermittent exposure to smoke odors, diesel exhaust, and standard station cleaning chemicals. PPE is provided.

MINIMUM REQUIRED QUALIFICATIONS

Students currently enrolled in Homeland Security, Fire Science, Emergency Management, Public Administration, or related programs.

(The above descriptions are illustrative. They are intended as guides for personnel actions and are not complete itemizations of all facets of any job)