

*Portsmouth Fire Department
Board of Fire Commissioners*

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



Monthly Meeting 6:00 PM
Tuesday, September 15, 2026
Fire Station 2
George Pierce Training Room

I. Call To Order

II. Pledge of Allegiance

III. Oath of Office

26-101 Swearing in of Firefighter Joseph Marra
26-102 Swearing in of Firefighter Kira Hazelwood
26-103 Swearing in of Firefighter Kevin Will
26-104 Swearing in of Lieutenant Timothy Cole
26-105 Swearing in of Deputy Fire Chief Scott Egan

IV. Approval of Minutes Previous Meeting

26-106 Approval of Minutes from August 11, 2026

V. Presentation of Written Communication

VI. Public Comment Section

VII. Reports

A. Fire Chief's Reports

26-107 2026 Response Report – August 2026
26-108 Fire & EMS Calls – August 2026
26-109 FY27 Budget
26-110 Overtime Analysis Report – August 2026

B. Staff Reports

26-111 Department Operations & Training (Asst. Chief Gionet)
26-112 Fire Prevention & Activity – August 2026 (Acting Deputy Fire Chief Putney)

VIII. Old Business

26-113 Proposed Rules
26-114 Operational Complaint 9-3-26

IX. New Business

26-115 Meetings and video options (verbal presentation)

X. Adjournment



CITY OF PORTSMOUTH FIRE DEPARTMENT



September 15, 2026

OATH OF OFFICE

Firefighter Joseph Marra, please raise your right hand.

DO YOU, JOSEPH MARRA, 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



26-102

CITY OF PORTSMOUTH FIRE DEPARTMENT



September 15, 2026

OATH OF OFFICE

Firefighter Kira Hazelwood, please raise your right hand.

DO YOU, KIRA HAZELWOOD, 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



September 15, 2026

OATH OF OFFICE

Firefighter Kevin Will, please raise your right hand.

DO YOU, KEVIN WILL, 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

26-104



CITY OF PORTSMOUTH FIRE DEPARTMENT



September 15, 2026

OATH OF OFFICE

Lieutenant Timothy Cole, please raise your right hand.

DO YOU, TIMOTHY COLE, 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



26-105

CITY OF PORTSMOUTH FIRE DEPARTMENT



September 15, 2026

OATH OF OFFICE

Deputy Fire Chief Scott Egan, please raise your right hand.

DO YOU, SCOTT EGAN, 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 DEPUTY FIRE CHIEF 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

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

Fire Station 2
George Pierce Training Room
August 11, 2026

Portsmouth, NH
1800 hours

I. Call to Order:

Commissioner Hughes called the meeting to order at 1800 hours.

II. Pledge of Allegiance with Attendance:

Commissioner Hughes 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 Scott Egan, Acting Deputy Fire Chief Chad Putney, Administrative Manager Nancy Savini, member of the community Mr. Christopher Golumb, and members of the Portsmouth Fire Department.

III. Approval of Minutes of Previous Meeting:

Motion, to approve the minutes of July 21, 2026 (26-090), was made by Commissioner Matthes. Motion was seconded by Commissioner Gamester and passed unanimously.

IV. Public Comment Session:

Mr. Christopher Golumb approached the Fire Commission Board with the following:

- Asking for the correct city emails to contact a commissioner. Once the meeting was adjourned, the Chief forwarded (in an email) the city emails for each of the commissioners.

- Inquiring as to why the Non-Public Meeting Minutes from June were not included with the regular meeting minutes. He was told those minutes are sealed and not for the Public. He also made reference to how his comments from the meeting were not entirely what he said. It was explained the minutes are not a transcript.

- Asking for the Rules that govern the Board of Fire Commission. He was told the draft is currently at the Legal Department for review.

- Asking where the Commissioners get their legal training on how to run a meeting and where the 3 minutes per public member came from. He was told the commission follow the City Councils guidelines for the three minutes rule and training is done on an annual basis with other department heads, commissioners and Human Resources.

V. Reports:

A. Fire Chief's Reports:

Commissioner Gamester motioned to discuss Chief's reports (26-091 through 26-094). Motion was seconded by Commissioner Matthes.

Fire Chief McQuillen reviewed reports with the Commission.

Fire Commission Minutes of August 11, 2026 continued:

Report (26-091), 2026 Response Report for July 2026. The report shows the department responding to a total of 640 calls for the month: 274 Fire Calls with EMS Services and 156 Fire and Related Service Calls and 366 Ambulance Calls.

Chief spoke briefly about the following incidents of interest:

July 1 1533 E1 R7 A1 A4 MVA Spaulding South Bound at the split, vehicle crossed median and hit NB vehicle 2 patients transported.

July 16 1433 E3 Mutual Aid to Newington, Shattuck Way Fire in pipe insulation under pier, Operated for an hour.

July 19 1117 hours E3 and T2 to 3 Pleasant Street Carbon Dioxide issue in basement, companies ventilated and monitored for 2 ½ hours.

July 24 1706 Hours E3 and A1 in Marine 1, Chief 2 to Rye for crash notification offshore. Unfounded, Marine 1 arrived prior to USCG at request of Marine Patrol. Other assets unavailable. Companies operated for an hour and ten minutes.

July 24 0114 hours, E3 and C2 to 68 Portland Ave 2nd alarm building fire. Companies operated for an hour.

For July's Safety Message, The Portsmouth Fire Department and US Dept of Transportation Pipeline & Hazardous Materials Safety Administration would like to remind you of the following:

August 11 is 811 day.

811 Day is an annual initiative led by the U.S. Department of Transportation's Pipeline and Hazardous Materials Safety Administration (PHMSA) to ensure the practice of safe digging is echoed in communities by calling 8-1-1, a nationwide toll-free number, before any excavation project.

As an agency committed to safety and protecting the nation's 3.3 million miles of pipeline, PHMSA recognizes the importance of damage prevention and seeks to eliminate excavation damage, which remains the leading cause of pipeline incidents.

Calling 811 or visiting www.call811.com, has proven to be the foremost preventive measure in excavation safety and damage prevention. Research has revealed that if someone calls 8-1-1 before they dig, they have a 99 percent chance of avoiding an incident, injury, harm to the environment and even death. In addition to 811 Day, PHMSA has partnered with several organizations including the National Energy Foundation (NEF), and the Common Ground Alliance (CGA) to develop several community outreach efforts and public awareness campaigns including: the 811 video and poster contests for elementary, middle, and high school students as well as social media and digital campaigns for National Safe Digging and National Safety Months.

Know what is below CALL 811 before you dig.

Report (26-092), Fire and EMS Call Summary Reports, shows the department responded to fire calls for the month of July. EMS activity was 366 with the top

Fire Commission Minutes of August 11, 2026 continued:

three responses being for head injury, abdominal pain and no apparent reason. There were 15 calls for fainting, 14 for weakness, 12 for nausea and 65 non-transports.

Report (26-093), FY27 Budget, Chief reviewed the budget noting FY27 is just beginning, looking strong and good. Report (26-094), Overtime Analysis, provided a breakdown of how overtime was used in the month of July along with a summary of what was charged to OT-Recall for the month.

In addition to the current month's reports, the Chief presented a new report (26-091) which includes a new set of stats; including a Fire Department Heat Map if Incident for July with the corresponding total incident details. If the commission finds it useful, the chief will include each month going forward.

Motion, to accept Chief's Reports 26-091 through 26-094, 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 (26-095) which are as follows:

Apparatus / Equipment / Facilities

1. New Ambulance: Contract has been approved by Legal and completed with Greenwood Emergency Vehicles. Anticipated delivery date of early January 2027.
2. New Command Vehicle: The vehicle has been purchased, and we are waiting for an appointment to have it upfitted.
3. Station 2 roof project has been completed. Awaiting final acceptance from facilities.

Personnel

1. Current open positions: All vacancies have been either filled or conditionally filled. 1 new firefighter to start in late September due to relocation and awaiting background and physicals on 2 remaining conditional offers.
2. Interviews: I will be interviewing additional candidates for an anticipated opening at the end of August.

Training

1. I am currently working with Deputy Egan to begin transitioning training activities and tracking to the training division.

Other

1. All contracts with the NH Insurance Companies have been executed
2. The Ambulance data collection is underway and will be completed prior to the August 28, 2026 deadline.

Deputy Chief Putney reported (26-096) on Fire Prevention activity for the month of July with 39 permits issued and 51 inspections done and trending upward. Revenue collected for July 2026 was a little under \$10K.

Fire Commission Minutes of August 11, 2026 continued:

Other Notable Items are as follows:

- 250th anniversary 4th of July fireworks went off without incident.
- FPO Wheeler and Scholtz hosted a Seacoast Community School PEAK Summer Programming for School-Age Children fire station visit at station 2.
- ADC Putney and FPO Scholtz attended an immense joint scene examination for the Pray Street fire, more to follow when investigation completes.
- Former WHEB site has full occupancy, three buildings, 72 market rate apartments.

VI. Old Business: None.

IX. New Business:

-Lt. Scott Egan was promoted to the position of Deputy Chief effective 8.1.26 (26-097). Scott was congratulated and wished well by all.

Motion, to promote Lt Scott Egan to Deputy Fire Chief per the Chief's recommendation, was made by Commissioner Matthes. Motion was seconded by Commissioner Gamester and passed unanimously

-FF. Timothy Cole was promoted to the position of Lieutenant effective 8.17.26 which will include a week of training (26-098). Timothy was congratulated and wished well by all.

Motion, to promote FF. Timothy Cole to Lieutenant per the Chief's recommendation, was made by Commissioner Matthes. Motion was seconded by Commissioner Gamester and passed unanimously.

-The Chief read FF. Strozewski's Resignation noting his last day will be 8.18.26 (26-099). Thanking him for his years of service to the Portsmouth Fire Department.

Motion, to accept FF. Strozewski's resignation, was made by Commissioner Matthes. Motion was seconded by Commissioner Gamester and passed unanimously.

-Deputy Chief Egan's Employment Agreement (26-100) was presented to the Board to accept and to be forwarded to City Council.

Motion, to accept the Agreement as written and forward to the City Council for approval, was made by Commissioner Matthes. Motion was seconded by Commissioner Gamester and passed unanimously.

X. Adjournment:

Motion, to adjourn at 1829 hours, was made by Commissioner Matthes. Motion was seconded by Commissioner Gamester and passed unanimously.



SERVICE ACTIVITY AND SAFETY MESSAGE



Month August 2026

TOTAL INCIDENT ACTIVITY: 660 YTD:4627

Fire Unit with EMS Services: 289 YTD:1945 **Ambulance Services:** 371 YTD: 2691
Fire and Related Services: 198 YTD: 1140

Fire Mutual Aid Given 3	Portsmouth	353
	New Castle	8
	Mutual Aid given	5
	Mutual Aid Rcvd	1

GREEN = Increase from prev. month

RED = Decrease " " "

Incidents of Interest:

Aug 3 1531 Eng 3 & Amb 3 Assisted Action Ambulance with a critical transport after their ambulance was involved in an MVA in traffic circle and were unable to complete the transport to PRH

Aug 16 0139 E3 Mutual Aid to Dover, Old Dover Road building fire, operated for an hour and a half

Aug 17 0245 A1 assisted Augusta, Me FD with a transport to Boston Hospital after their ambulance suffered a mechanical failure.

Aug 27 0149 Hours Eng 1 and C2 to 50 Tenney Hill Road in Kittery 2nd alarm fire, operated for 5 ½ hours.

Aug 19, 27, & 28 Station 1 & 2 Companies dealt with homeless campfires behind Dukin Donuts Lafayette Road. Each call was approximately an hour in length.

The Portsmouth Fire Department the Center for Campus Fire Safety and the NFPA would like to remind you:

As move-in season brings students back to campuses nationwide, the National Fire Protection Association® (NFPA®) and [The Center for Campus Fire Safety](#) (CCFS) are launching this year's [Campus Fire Safety Month campaign](#) to help create safer living environments in residence halls and off-campus housing. Observed each September, the campaign delivers fire safety education and resources to students, families, and campus housing professionals. This year, the initiative shines the spotlight on safe cooking practices and lithium-ion battery safety, two critical areas of concern that can help reduce fire risk where students live, study, and gather.

CITY OF PORTSMOUTH, NH FIRE DEPARTMENT

According to the latest NFPA statistics, from 2020–2024, U.S. fire departments responded to an estimated annual average of 3,198 structure fires in dormitories, fraternity and sorority houses, and other related properties. These incidents caused annual averages of 2 civilian deaths, 20 million civilian injuries, and \$20 million in direct property damage. Roughly three out of four fires in these properties started in the kitchen or cooking area, accounting for 58 percent of civilian injuries and 14 percent of the direct property damage. Cooking equipment was involved in nearly eight out of 10 fires; unattended equipment was the most common factor contributing to the ignition of these fires.

“The excitement of moving into a new dorm or apartment often comes with new responsibilities including preparing meals safely,” said Lorraine Carli, vice president of Outreach and Advocacy at NFPA and CCFS Advisory Council member. “Cooking remains one of the most significant fire risks in student housing, with unattended cooking continuing to be the leading cause. Campus Fire Safety Month is an opportunity to remind students that small actions such as staying in the kitchen while cooking and keeping anything that can burn away from the stovetop, can prevent devastating fires.”

NFPA and CCFS offer several [tips and resources for cooking safely](#), including these key messages:

- Stay alert and present. Do not cook if you're tired or drowsy from medicine or alcohol. Stay in the kitchen when you are frying, boiling, grilling, or broiling food. Turn off the burner if you leave the kitchen for any reason.
- Keep flammables away from heat sources. Keep anything that can catch fire – oven mitts, wooden utensils, food packaging, towels or curtains – away from your stovetop.
- Be prepared for emergencies. Always have a lid within reach to smother small grease fires. Turn off the burner. Do not move the pan. To keep the fire from restarting, leave the lid on until the pan has cooled. If you have any doubt about fighting a small fire, get outside, close the door behind you, and call 911 from outside the home.

This year's campaign also addresses another growing fire safety challenge on campus: lithium-ion batteries. As their use continues to expand in everything from laptops and phones to e-bikes and e-scooters, so does the importance of understanding how to use and charge them safely.

“Lithium-ion batteries are prevalent in the campus environment from laptops to research projects. College students rely on technology and many use micromobility devices every day. The batteries that power these devices can present safety hazards such as overheating, fire, or even explosions,” said CCFS president and University of Maryland Fire Marshal, Alan Sactor. “Campus Fire Safety Month is a year-round commitment, and we will continue working to help educate all members of the college and university campus community on how to safely use, charge, and store these devices to reduce the risk of fire.”

NFPA and CCFS offer [tips for safely using, storing, and charging lithium-ion batteries](#) to help prevent fires:

- Review campus policies. Some dormitories have rules about charging micromobility devices like e-bikes and e-scooters. Review your college/university's policies before using these devices.
- Buy only listed products. When buying a product that uses a lithium-ion battery, look for a safety certification mark. This means it meets important safety standards.
- Charge devices safely. Only use the charging equipment provided with your device, stop charging once full, and never charge overnight or with damaged chargers/batteries.
- Store devices properly. Keep your batteries away from extreme temperatures, direct sunlight, and flammable items, and never block an exit with charging or stored devices.

For this information and more about the history of Campus Fire Safety Month and to find free resources and safety tips, visit nfpa.org/campus-safety and <https://www.mycfcs.org/campus-fire-safety-for-students>.

26-107

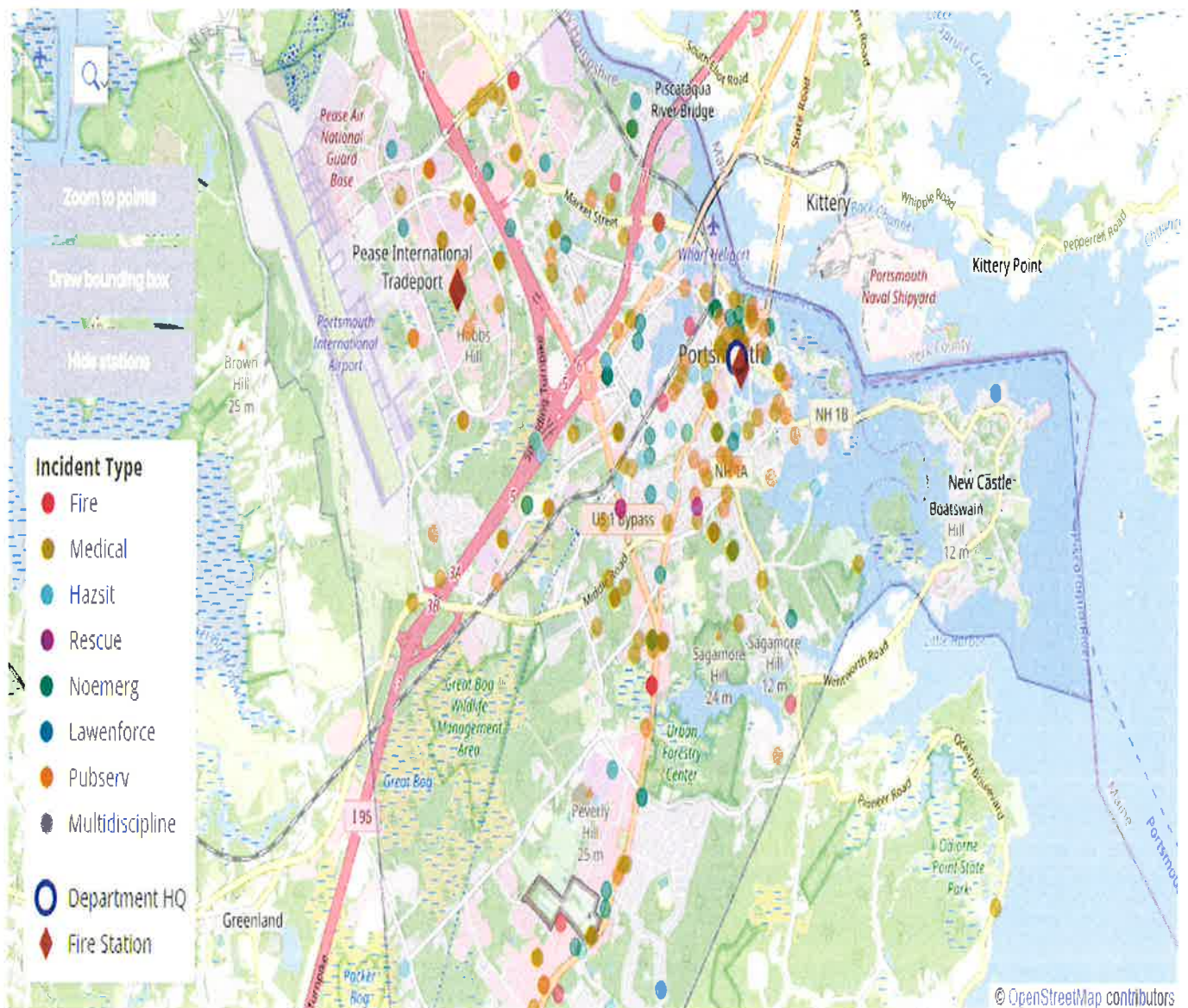
August 2026 Fire Responses

INCIDENT DETAILS

Incidents
277

Unit Responses
789

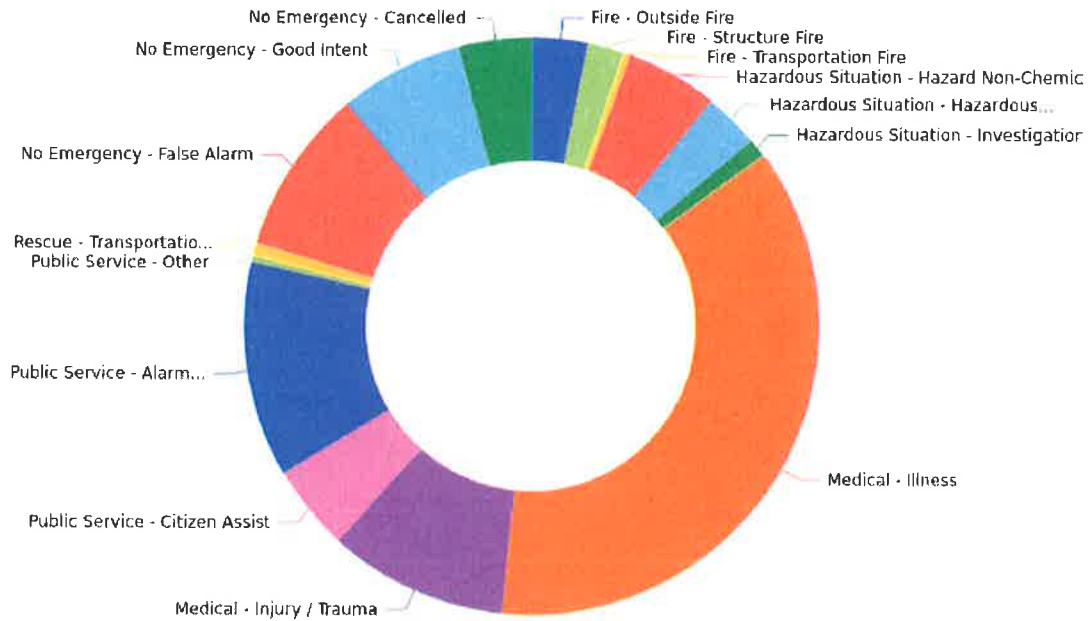
Incident Locations





26-107

FDR-IR: Incident Count by Primary Incident Sub Group



PRIMARY INCIDENT GROUP / PRIMARY INCIDENT SUB GROUP	COUNT	PERCENT OF TOTAL
Fire	16	5.54%
Fire - Outside Fire	9	3.11%
Fire - Structure Fire	6	2.08%
Fire - Transportation Fire	1	0.35%
Hazardous Situation	27	9.34%
Hazardous Situation - Hazard Non-Chemical	15	5.19%
Hazardous Situation - Hazardous Materials	9	3.11%

26-107

FDR-IR: Incident Count by Primary Incident Sub Group

Portsmouth FD NH

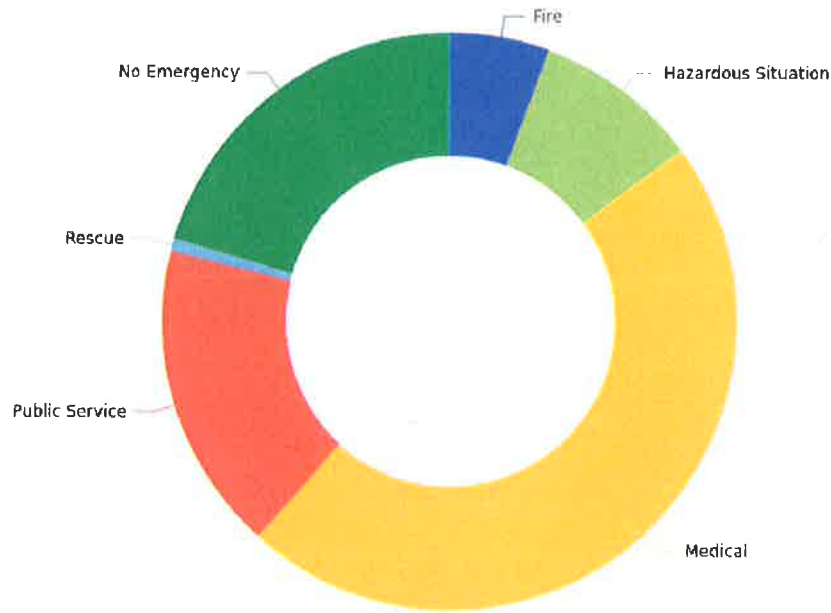
Address: 170 Court St, Portsmouth, NH, 03801



PRIMARY INCIDENT GROUP / PRIMARY INCIDENT SUB GROUP	COUNT	PERCENT OF TOTAL
Hazardous Situation - Investigation	3	1.04%
Medical	135	46.71%
Medical - Illness	106	36.68%
Medical - Injury / Trauma	29	10.03%
Public Service	50	17.30%
Public Service - Citizen Assist	14	4.84%
Public Service - Alarms (Non Medical)	35	12.11%
Public Service - Other	1	0.35%
Rescue	2	0.69%
Rescue - Transportation (Land)	2	0.69%
No Emergency	59	20.42%
No Emergency - False Alarm	27	9.34%
No Emergency - Good Intent	20	6.92%
No Emergency - Cancelled	12	4.15%
Total	289	100.00%



FDR-IR: Incident Count by Primary Incident Type

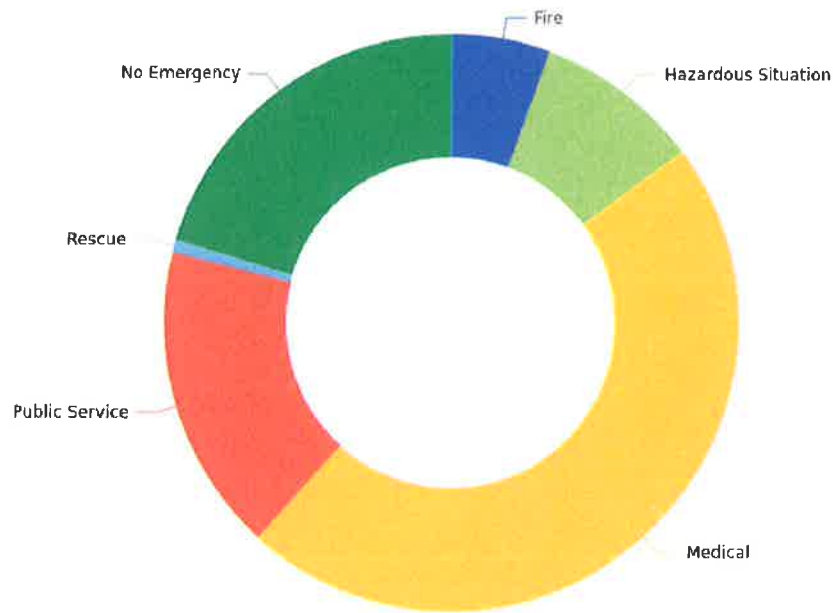


PRIMARY INCIDENT GROUP / PRIMARY INCIDENT TYPE	COUNT	PERCENT OF TOTAL
Fire	16	5.54%
Fire - Outside Fire - Other Outside Fire	4	1.38%
Fire - Outside Fire - Vegetation / Grass Fire	5	1.73%
Fire - Structure Fire - Structural Involvement	2	0.69%
Fire - Structure Fire - Confined Cooking / Appliance Fire	4	1.38%
Fire - Transportation Fire - Vehicle Fire - Passenger	1	0.35%
Hazardous Situation	27	9.34%

26-107



FDR-IR: Incident Count by Primary Incident Group



PRIMARY INCIDENT GROUP	COUNT	PERCENT OF TOTAL
Fire	16	5.54%
Hazardous Situation	27	9.34%
Medical	135	46.71%
Public Service	50	17.30%
Rescue	2	0.69%
No Emergency	59	20.42%
Total	289	100.00%

26-108 Fire



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



INCIDENTS BY DISTRICT NERIS

FIRE ZONE	COL_1
1	156
2	40
3	29
4	30
5	22
6	6
M/A	6
Total	289

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

Criteria: Fire Zone is not null

FDR-IR: Incident Count by Primary Incident Type

Portsmouth FD NH

Address: 170 Court St, Portsmouth, NH, 03801



PRIMARY INCIDENT GROUP / PRIMARY INCIDENT TYPE	COUNT	PERCENT OF TOTAL
Hazardous Situation - Hazard Non-Chemical - Electrical Power Line Down / Arching / Malfunction	3	1.04%
Hazardous Situation - Hazard Non-Chemical - Electrical Hazard / Short Circuit	1	0.35%
Hazardous Situation - Hazard Non-Chemical - Motor Vehicle Collision	11	3.81%
Hazardous Situation - Hazardous Materials - Fuel Spill / Fuel Odor	1	0.35%
Hazardous Situation - Hazardous Materials - Gas Leak / Gas Odor	2	0.69%
Hazardous Situation - Hazardous Materials - Carbon Monoxide Release	6	2.08%
Hazardous Situation - Investigation - Odor	3	1.04%
Medical	135	46.71%
Medical - Illness - Abdominal Pain / Problems	5	1.73%
Medical - Illness - Allergic Reaction / Stings	3	1.04%
Medical - Illness - Back Pain (Non-Trauma)	1	0.35%
Medical - Illness - Breathing Problems	3	1.04%
Medical - Illness - Cardiac Arrest	6	2.08%
Medical - Illness - Chest Pain (Non-Trauma)	29	10.03%
Medical - Illness - Convulsions / Seizures	2	0.69%
Medical - Illness - Diabetic Problems	1	0.35%

FDR-IR: Incident Count by Primary Incident Type

Portsmouth FD NH

Address: 170 Court St, Portsmouth, NH, 03801



PRIMARY INCIDENT GROUP / PRIMARY INCIDENT TYPE	COUNT	PERCENT OF TOTAL
Medical - Illness - Headache	1	0.35%
Medical - Illness - Heart Problems	3	1.04%
Medical - Illness - Overdose / Poisoning	4	1.38%
Medical - Illness - Psychological Behavior Issues	13	4.50%
Medical - Illness - Sick Case	10	3.46%
Medical - Illness - Stroke / CVA	1	0.35%
Medical - Illness - Unconscious Victim	6	2.08%
Medical - Illness - Well Person Check	1	0.35%
Medical - Illness - Altered Mental Status	5	1.73%
Medical - Illness - Nausea / Vomiting	1	0.35%
Medical - Illness - Unknown Problem	4	1.38%
Medical - Illness - No Appropriate Choice	7	2.42%
Medical - Injury	2	0.69%
Medical - Injury / Trauma - Assault	1	0.35%
Medical - Injury / Trauma - Choking	2	0.69%
Medical - Injury / Trauma - Fall	9	3.11%
Medical - Injury / Trauma - Heat / Cold Exposure	2	0.69%
Medical - Injury / Trauma - Motor Vehicle Collision	9	3.11%
Medical - Injury / Trauma - Hemorrhage / Laceration	1	0.35%

FDR-IR: Incident Count by Primary Incident Type

Portsmouth FD NH

Address: 170 Court St, Portsmouth, NH, 03801



PRIMARY INCIDENT GROUP / PRIMARY INCIDENT TYPE	COUNT	PERCENT OF TOTAL
Medical - Injury / Trauma - Other Traumatic Injury	3	1.04%
Public Service	50	17.30%
Public Service - Citizen Assist - Person In Distress	1	0.35%
Public Service - Citizen Assist - Citizen Assist / Service Call	12	4.15%
Public Service - Citizen Assist - Lift Assist	1	0.35%
Public Service - Alarms (Non Medical) - Fire / Smoke Alarm	32	11.07%
Public Service - Alarms (Non Medical) - CO Alarm	3	1.04%
Public Service - Other - Standby	1	0.35%
Rescue	2	0.69%
Rescue - Transportation (Land) - Motor Vehicle Collision Extrication / Entrapment	2	0.69%
No Emergency	59	20.42%
No Emergency - False Alarm - Malfunctioning Alarm	15	5.19%
No Emergency - False Alarm - Accidental Alarm	10	3.46%
No Emergency - False Alarm - Other False Call	2	0.69%
No Emergency - Good Intent - No Incident Found Upon Arrival / Location Error	12	4.15%
No Emergency - Good Intent - Smoke From Nonhostile Source (Smoke Scare)	5	1.73%

26-108 Fire

FDR-IR: Incident Count by Primary Incident Type

Portsmouth FD NH

Address: 170 Court St, Portsmouth, NH, 03801



PRIMARY INCIDENT GROUP / PRIMARY INCIDENT TYPE	COUNT	PERCENT OF TOTAL
No Emergency - Good Intent - Investigate Hazardous Release (Nothing Found)	3	1.04%
No Emergency - Cancelled	12	4.15%
Total	289	100.00%



Runs by Provider Impression
August 2026

Situation Provider Primary Impression (eSituation.11)	Number of Runs	Percent of Total Runs
	54	14.56%
Abdominal Pain / Problems (Non-Traumatic) (R10.0)	21	5.66%
No Apparent Illness or Injury- No Transport (Z00.00)	18	4.85%
Weakness (Unable to Diagnosis Specific Cause) (R53.1)	18	4.85%
Injury (Head/Scalp) (S09.90)	17	4.58%
Psychiatric / Behavioral Problem (F99)	16	4.31%
Syncope / Fainting (R55)	16	4.31%
Vertigo / Dizziness (Complications Related To) Unknown Etiology (H81.3)	12	3.23%
Alcohol Abuse and Effects (F10)	10	2.70%
Anxiety Attack / Acute Stress Reaction (F41.9)	10	2.70%
Back Pain (Non-Traumatic) (M54.9)	9	2.43%
Injury (Face) (S09.93)	9	2.43%
Sepsis or Septic Shock (A41.9)	9	2.43%
Chest Pain, Non-Cardiac / Non-Traumatic (R07.9)	7	1.89%
Cardiac: Rhythm Disturbance (Tachy, Brady, Ectopy, Other) (I49.9)	6	1.62%
Injury (Shoulder or Upper Arm) (S49.9)	5	1.35%
Nausea/Vomiting (Unknown Etiology) (R11)	5	1.35%
No Apparent Illness or Injury-Transport Requested (Z71.1)	5	1.35%
No Apparent Illness or Injury-Transported for Safety/Protocol (Z00.129)	5	1.35%
Pain: (Non-Traumatic) Location Not Otherwise Listed (G89.1)	5	1.35%
Pain: Headache or Migraine (R51)	5	1.35%
Stroke / CVA (I63.9)	5	1.35%
Cardiac: Cardiac Arrest (I46.9)	4	1.08%
HYPOtension (I95.9)	4	1.08%
Injury (Hip) (S79.91)	4	1.08%
Obvious Death (R99)	4	1.08%
Cardiac: Chest Pain, Acute Coronary Syndrome (I21)	3	0.81%
Dehydration (E86.0)	3	0.81%
GI Infection, Virus or Food Poisoning (A09)	3	0.81%
GU: UTI / Urinary Tract Infection (N39.0)	3	0.81%
Injury (Knee) (S80.91)	3	0.81%
Injury (Wrist, Hand, or Fingers) (S69.9)	3	0.81%
Respiratory Distress Unknown Cause (J98.9)	3	0.81%
Seizures: Status Seizures, Generalized / Tonic-Clonic (G40.901)	3	0.81%
Suicidal or Self-Harm Ideation or Thoughts (R45.851)	3	0.81%
Allergic Reaction (Localized) (T78.40)	2	0.54%
Altered Mental Status (Unknown Cause) (R41.82)	2	0.54%
Cardiac: STEMI (ST Elevation Myocardial Infarction) (I21.3)	2	0.54%
Diarrhea, unspecified (R19.7)	2	0.54%
Drug Overdose / Abuse: Stimulant/Amphetamine Related (Meth, MDMA, XTC, etc.) (F15)	2	0.54%
Epistaxis / Nose Bleed (Non-Traumatic) (R04.0)	2	0.54%
Fever (Unknown Cause) (R50.9)	2	0.54%
General Malaise (Unknown Cause) (R53.81)	2	0.54%
GU: Kidney Stones / Renal Colic (N20.0)	2	0.54%
HYPERtension (I10)	2	0.54%
HypERThermia (T67.9)	2	0.54%
Implanted Device Malfunction or Complications (AICD, Pacemaker, LVAD, Other) (Z45.89)	2	0.54%
Injury (Foot) (S99.92)	2	0.54%
Injury (Neck, Anterior or Lateral) (S19.9)	2	0.54%

Situation Provider Primary Impression (eSituation.11)	Number of Runs	Percent of Total Runs
Injury (Thorax / Chest) (S29.9)	2	0.54%
Pain: Leg Pain (Non-Traumatic) Unspecified Cause or Location (M79.606)	2	0.54%
Seizures: Nonstatus Seizures, Unspecified Type (G40.909)	2	0.54%
Adrenal Insufficiency (E27.40)	1	0.27%
Airway Obstruction by Foreign Body (T17.9)	1	0.27%
Cardiac: Cardiovascular Disorder, Not otherwise listed (I99.9)	1	0.27%
Cardiac: CHF (Congestive Heart Failure) (I50.9)	1	0.27%
Diabetic: HYPERglycemia (E13.65)	1	0.27%
Disruption of wound, varicose vein, skin tear, unspecified (T81.30)	1	0.27%
Drug Overdose / Abuse: Cocaine Related (F14)	1	0.27%
Foreign body on or in External Eye (T15)	1	0.27%
GI Bleed (K92.2)	1	0.27%
GU: Other Urinary Problem, unspecified (N39.9)	1	0.27%
Heat Exhaustion / Stroke (T67.0)	1	0.27%
Infection / Infectious Disease (unspecified) (B99.9)	1	0.27%
Influenza / Flu Like Illness (J11)	1	0.27%
Injury (Ankle) (S99.91)	1	0.27%
Injury (Dislocated Hip) (M24.35)	1	0.27%
Injury (Dislocated Knee) (M24.36)	1	0.27%
Injury (Unspecified Location) (T14.90)	1	0.27%
Injury(Forearm) (S59.91)	1	0.27%
Neurological Disorder or Infection (G98.8)	1	0.27%
Pain: Arm Pain (Non-Traumatic) Unspecified Cause or Location (M79.603)	1	0.27%
Pain: Chronic Pain, Unspecified (G89.2)	1	0.27%
Poisoning: Adverse Effect of Medication (Accidental) (T50.99)	1	0.27%
Respiratory Arrest (NON-OVERDOSE With Pulse) (R09.2)	1	0.27%
Respiratory: Asthma, Reactive Airway Disease (J45)	1	0.27%
Respiratory: COPD (Emphysema / Chronic Bronchitis) (J44.1)	1	0.27%
Respiratory: Lower Respiratory Infection (e.g. Pneumonia, bronchitis, bronchiolitis) (J22)	1	0.27%
TIA (Transient Ischemic Attack) (G45.9)	1	0.27%
Total: 371		Total: 100.00%

Report Filters

Incident Date: is between '8/1/2026' and '8/31/2026'

Portsmouth Fire Department
FY26 Budget Projections

Report Date: 9/2/26

Pay Periods
Expenses

26
12 Past

Projected to end of yr

4 Remain
2 Through YE projected

22
10

26-109

ACCOUNT	TITLE		BUDGET 27	YTD EXPENSED	OUTSTANDING	YEARLY EXP.	YTD Benchmark	Period/Month Proj	Period/Month Benchmark	PROJECTED FY27	Est Avail Remain
		% spent									
011041	Salaries Uniform Personnel	14%	\$4,773,280.00	\$655,503.64	\$3,901,447.37	\$4,556,951.01	\$734,350.77	\$175,267.35	\$193,587.69	\$4,556,951.01	\$216,328.99
012033	PT Salaries - Vehicle Maint	22%	\$37,479.00	\$8,058.19	\$31,920.00	\$39,978.19	\$5,766.00	\$2,014.55	\$1,441.50	\$39,978.19	(\$2,499.19)
014031	O/T Emergency Recall	15%	\$543,498.00	\$82,854.15	\$466,000.00	\$548,854.15	\$83,615.08	\$20,713.54	\$20,903.77	\$548,854.15	(\$5,356.15)
014032	O/T Earned Time Leave	20%	\$805,350.00	\$157,121.87	\$676,000.00	\$833,121.87	\$123,900.00	\$39,280.47	\$30,975.00	\$833,121.87	(\$27,771.87)
014033	O/T Disability Leave	21%	\$86,100.00	\$18,122.52	\$68,400.00	\$86,522.52	\$13,246.15	\$4,530.63	\$3,311.54	\$86,522.52	(\$422.52)
014034	O/T Workers Comp	26%	\$84,000.00	\$21,905.26	\$68,400.00	\$90,305.26	\$12,923.08	\$5,476.32	\$3,230.77	\$90,305.26	(\$6,305.26)
014042	O/T Training-Education	1%	\$84,000.00	\$588.42	\$71,400.00	\$71,988.42	\$6,461.54	\$147.11	\$3,230.77	\$71,988.42	\$12,011.58
015001	Longevity	1x pymnt	\$25,533.00	\$0.00	\$25,533.00	\$25,533.00	\$4,255.50	\$25,533.00	\$2,127.75	\$25,533.00	\$0.00
017001	Holiday Premium Pay	13 days	\$228,548.00	\$16,622.87	\$216,000.00	\$232,622.87	\$248,421.74	\$17,894.07	\$19,873.74	\$232,622.87	(\$4,074.87)
018031	Certification Stipend	+All 1st payroll	\$414,459.00	\$54,122.64	\$356,800.00	\$410,922.64	\$63,762.92	\$102,730.66	\$15,940.73	\$410,922.64	\$3,536.36
021001	Insurance - Health	1x pymnt	\$906,095.00	\$906,095.00	\$0.00	\$906,095.00	\$906,095.00	\$0.00	\$75,507.92	\$906,095.00	\$0.00
021101	Insurance - Dental		\$76,204.00	\$10,456.42	\$63,503.34	\$73,959.76	\$12,700.67	\$6,163.31	\$6,350.33	\$73,959.76	\$2,244.24
021501	Insurance - Life		\$10,310.00	\$1,010.40	\$8,591.66	\$9,602.06	\$1,718.33	\$800.17	\$859.17	\$9,602.06	\$707.94
021601	Insurance - Disability	rate incr 11/23 to 37	\$17,661.00	\$2,090.00	\$14,717.50	\$16,807.50	\$2,943.50	\$1,400.63	\$1,471.75	\$16,807.50	\$853.50
022001	Social Security		\$0.00	\$198.19	\$2,000.00	\$2,198.19	\$0.00	\$49.55	\$0.00	\$2,198.19	(\$2,198.19)
022501	Medicare	+AMT payroll	\$102,993.00	\$14,114.29	\$80,778.64	\$94,892.93	\$15,845.08	\$3,528.57	\$3,961.27	\$94,892.93	\$8,100.07
023003	Retirement - Firefight	+AMT payroll	\$2,058,877.00	\$293,494.29	\$1,658,200.00	\$1,951,694.29	\$316,750.31	\$73,373.57	\$79,187.58	\$1,951,694.29	\$107,182.71
036001	Prof Services - Cleaning		\$31,009.00	\$4,623.57	\$25,840.80	\$30,464.37	\$5,168.17	\$15,232.19	\$2,584.08	\$30,464.37	\$544.63
039071	Fire Prevention		\$5,000.00	\$0.00	\$5,000.00	\$5,000.00	\$833.33	\$2,500.00	\$416.67	\$5,000.00	\$0.00
054050	Training Education		\$26,500.00	\$1,589.03	\$25,000.00	\$26,589.03	\$4,416.67	\$13,294.52	\$2,208.33	\$26,589.03	(\$89.03)
068001	Clothing Allowance		\$42,000.00	\$3,621.11	\$38,494.49	\$42,115.60	\$42,000.00	\$21,057.80	\$3,500.00	\$42,115.60	(\$115.60)
068003	Protective Clothing		\$25,000.00	\$3,708.32	\$25,000.00	\$28,708.32	\$4,166.67	\$14,354.16	\$2,083.33	\$28,708.32	(\$3,708.32)
074001	Equipment		\$9,000.00	\$189.00	\$8,400.00	\$8,589.00	\$1,500.00	\$4,294.50	\$750.00	\$8,589.00	\$411.00
AMB											
039003	Prof/Services - Licensing		\$3,250.00	\$0.00	\$3,000.00	\$3,000.00	\$541.67	\$1,500.00	\$270.83	\$3,000.00	\$250.00
043015	Repairs - Equipment		\$16,580.00	\$9,640.42	\$9,000.00	\$18,640.42	\$2,763.33	\$9,320.21	\$1,381.67	\$18,640.42	(\$2,060.42)
043024	Repairs - Vehicle		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
054001	EMT Implementation		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
054050	Training Education		\$42,000.00	\$496.00	\$41,500.00	\$41,996.00	\$7,000.00	\$20,998.00	\$3,500.00	\$41,996.00	\$4.00
061002	Miscellaneous Supplies		\$46,000.00	\$8,073.94	\$40,195.58	\$48,269.52	\$7,666.67	\$24,134.76	\$3,833.33	\$48,269.52	(\$2,269.52)
063601	Diesel Fuel		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
074001	Equipment		\$2,000.00	\$0.00	\$2,000.00	\$2,000.00	\$333.33	\$1,000.00	\$166.67	\$2,000.00	\$0.00
ADM											
011001	Regular Salaries	C1, C2, C3 Cont. As	\$701,387.00	\$85,894.71	\$601,281.31	\$687,176.02	\$107,905.69	\$171,794.00	\$26,976.42	\$687,176.02	\$14,210.98
011061	Insurance Reimbursement		\$240,696.00	\$0.00	\$226,950.11	\$226,950.11	\$453,900.22	\$56,737.53	\$226,950.11	\$226,950.11	\$13,745.89
012001	Part Time Salaries	10% Contract	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
012041	Commissioner Stipend		\$3,600.00	\$600.00	\$3,000.00	\$3,600.00	\$600.00	\$1,800.00	\$300.00	\$3,600.00	\$0.00
014041	Overtime		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
015001	Longevity	1x pymnt	\$9,006.00	\$0.00	\$9,006.00	\$9,006.00	\$1,501.00	\$4,503.00	\$750.50	\$9,006.00	\$0.00
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	\$0.00
017001	Holiday Premium Pay		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
018033	Admin, Stand-by Pay		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
021001	Insurance - Health	1x pymnt	\$129,984.00	\$129,984.00	\$0.00	\$129,984.00	\$21,664.00	\$0.00	\$10,832.00	\$129,984.00	\$0.00
021101	Insurance - Dental	14%	\$7,344.00	\$1,055.12	\$6,120.00	\$7,175.12	\$1,224.00	\$597.93	\$612.00	\$7,175.12	\$168.88
021501	Insurance - Life	9%	\$1,471.00	\$127.44	\$1,225.83	\$1,353.27	\$245.17	\$112.77	\$122.58	\$1,353.27	\$117.73
021601	Insurance - Disability	rate incr 11/23 to 37	\$2,519.00	\$265.20	\$2,099.17	\$2,364.37	\$419.83	\$197.03	\$209.92	\$2,364.37	\$154.63
022001	Social Security	14%	\$5,963.00	\$833.55	\$4,666.96	\$5,500.51	\$917.38	\$1,375.13	\$229.35	\$5,500.51	\$462.49
022501	Medicare	9%	\$13,052.00	\$1,192.69	\$10,073.81	\$11,266.50	\$2,008.00	\$2,816.63	\$502.00	\$11,266.50	\$1,785.50
023001	Retirement	15%	\$11,803.00	\$1,742.91	\$10,137.70	\$11,880.61	\$1,815.85	\$2,970.15	\$453.96	\$11,880.61	(\$77.61)
023003	Retirement - Firefight	12%	\$174,111.00	\$21,053.57	\$161,958.88	\$183,012.45	\$13,393.15	\$45,753.11	\$6,696.58	\$183,012.45	(\$8,901.45)
026002	Insurance - Workers Comp	1x pymnt	\$403,013.00	\$403,013.00	\$0.00	\$403,013.00	\$67,168.83	\$0.00	\$33,584.42	\$403,013.00	\$0.00
031001	Prof. Svcs - Energy Contract		\$38,000.00	\$0.00	\$43,500.00	\$43,500.00	\$0.00	\$21,750.00	\$0.00	\$43,500.00	(\$5,500.00)
033001	Prof Serv - Temp		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
034103	Telephone	10%	\$33,180.00	\$3,360.45	\$36,300.00	\$39,660.45	\$5,530.00	\$3,305.04	\$2,765.00	\$39,660.45	(\$6,480.45)
034104	Cellular Phones	10%	\$15,000.00	\$1,477.01	\$13,750.00	\$15,227.01	\$2,500.00	\$1,268.92	\$1,250.00	\$15,227.01	(\$227.01)
034206	Software - Annual Maint	110%	\$35,000.00	\$38,335.23	\$25,500.00	\$63,835.23	\$5,833.33	\$31,917.62	\$2,916.67	\$63,835.23	(\$28,835.23)
035001	Prof Svc-Medical Exam	2%	\$10,000.00	\$185.00	\$22,500.00	\$22,685.00	\$0.00	\$11,342.50	\$0.00	\$22,685.00	(\$12,685.00)
039070	Prof Serv - O/S Counsel		\$1,000.00	\$0.00	\$5,500.00	\$5,500.00	\$0.00	\$458.33	\$83.33	\$5,500.00	(\$4,500.00)
041002	Electricity	13%	\$58,500.00	\$7,693.89	\$73,000.00	\$80,693.89	\$9,750.00	\$6,724.49	\$4,875.00	\$80,693.89	(\$22,193.89)
041101	Natural Gas	2%	\$35,000.00	\$624.19	\$28,100.00	\$28,724.19	\$5,833.33	\$2,393.68	\$2,916.67	\$28,724.19	\$6,275.81
041205	Water / Sewer Fees		\$18,720.00	\$0.00	\$18,720.00	\$18,720.00	\$3,120.00	\$1,560.00	\$1,560.00	\$18,720.00	\$0.00
041301	Trash Removal		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
043001	Repairs-Structural	2%	\$30,000.00	\$708.39	\$29,500.00	\$30,208.39	\$5,000.00	\$15,104.20	\$2,500.00	\$30,208.39	(\$208.39)
043012	Repairs-Communications	10%	\$11,000.00	\$1,139.50	\$10,000.00	\$11,139.50	\$1,833.33	\$5,569.75	\$916.67	\$11,139.50	(\$139.50)
043018	Repairs-Equipment	43%	\$23,500.00	\$10,206.60	\$13,075.00	\$23,281.60	\$3,916.67	\$11,640.80	\$1,958.33	\$23,281.60	\$218.40
043019	Repairs-SCBA	70%	\$7,000.00	\$4,904.13	\$6,400.00	\$11,304.13	\$1,166.67	\$5,652.07	\$583.33	\$11,304.13	(\$4,304.13)
043021	Repairs-Fire Alarm Sys	5%	\$5,000.00	\$261.60	\$5,000.00	\$5,261.60	\$833.33	\$120.00	\$416.67	\$5,261.60	(\$261.60)
043024	Repairs-Vehicle	15%	\$145,000.00	\$21,612.55	\$125,485.06	\$147,097.61	\$24,166.67	\$73,548.81	\$12,083.33	\$147,097.61	(\$2,097.61)
043027	Office Equipment		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
044006	Printing Lease/Maint. (Copier)		\$4,000.00	\$287.45	\$5,000.00	\$5,287.45	\$666.67	\$440.62	\$333.33	\$5,287.45	(\$1,287.45)
048002	Property Insurance		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
053001	Advertising		\$500.00	\$0.00	\$1,000.00	\$1,000.00					

26-110

OVERTIME ANALYSIS REPORT

August-26

(check dates: 8.6.26 & 8.20.26)

OT -Recall	\$ 50,071.87	
OT -Earned Time	\$ 97,112.84	
OT -Disability	\$ 9,129.14	2 FF
OT -WC	\$ 13,348.32	1 Officer, 1 FF
OT -Training	\$ 588.42	AEMT
OT -Reimbursement	\$ 4,242.21	Invoiced
	<u>\$ 174,492.80</u>	

Recall Account Breakdown

Holdover	636.98
Ambulance Restock	79.95
Cleaning & Moving Detail	331.56
Marine 1 Tall Ships Detail	1,095.44
National Night Out	168.12
New Truck 2 Build Committee	755.89
Touch A Truck Event Detail	429.16
Pease Drill Meeting	164.52
Shift Coverage: Admin Leave	8,314.03
Shift Coverage: Funeral Leave	1,477.92
Shift Coverage: Military Leave	7,897.50
Shift Coverage: Personal Leave	2,336.70
Shift Coverage: Union Leave	627.30
Shift Coverage: Vacancy	<u>\$ 25,756.80</u>
	<u>\$ 50,071.87</u>



Portsmouth Fire Department

26-111

Operations and Training

Fire Commission Meeting

September 15, 2026

Apparatus / Equipment / Facilities

1. Ambulance 3 has been out of service for mechanical issues for a week.
2. New Command Vehicle: Is currently at NEVO for radios and lights
3. Station 2 kitchen is nearing completion along with painting on the second floor following the completion of the rood project.

Personnel

1. Current open positions: 1 new firefighter starting on September 21st and a second starting on October 5th. Two additional candidates are in the interview process.
2. Interviews: Ongoing at this time.

Other

1. We have several drills coming up over the next few weeks to include the Pease Triennial FAA disaster drill, The PNSY full scale fire exercise, as well as the Seabrook Station full scale Emergency Operations Center (EOC) drill.
2. The Ambulance data collection survey was submitted to the NH Insurance Department ahead of the deadline. This will be used to set the ambulance reimbursement rates for the future beginning in January of 2028.



Portsmouth Fire Department

Fire Prevention Division

August 2026 Activity Report

Activity Summary

- Meetings with other departments, building owners, designers, and contractors: **42**
- Inspections performed: **41**
- New permits issued after review: **45**
- Permits applied for: **44**

Notable Items

- FPO Scholtz has begun fire investigator school at the Fire Academy
- Pre-start of school year inspections of city schools performed
- FPO Wheeler followed up on the Carbon Dioxide Leak at Toscana
- First Due development of assets, inventory continue

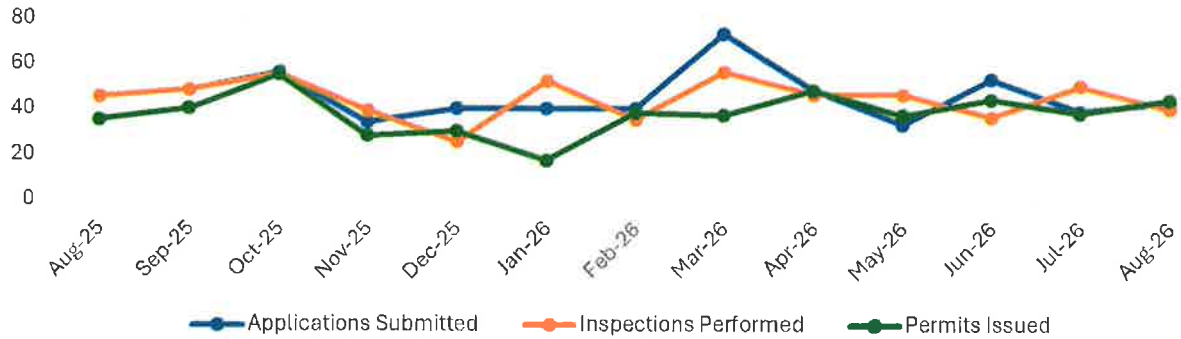
26-112



Portsmouth Fire Department

Fire Prevention Division

Permits & Inspections Trend



Permit Fee Revenue Trend (\$)



**RULES & ORDERS OF THE PORTSMOUTH BOARD OF FIRE COMMISSIONERS
(AS ADOPTED BY THE FIRE COMMISSION ON / /)**

RULE 1. REGULAR MEETINGS: The regular meetings of the Commission shall be held on the second Tuesday of each month starting no earlier than 6 p.m. and at a time set by the Commission. Additional work sessions may commence at any time with at least 48-hours public notice.

RULE 2. SPECIAL MEETINGS: Special meetings may be held following a written request via personal service or electronic mail by any Commissioner or the Fire Chief with at least 24-hour notice to the public regarding time, place and the subject matter of the meeting.

It shall be the duty of the Fire Chief, or his or her designee, immediately upon receipt of written request for a special meeting to make every diligent effort to notify each member of the Commission either in person, by telephone or electronic mail. The Fire Chief or his or her designee shall also post notices of the special meeting in a conspicuous place in City Hall and the Fire Department and shall make every effort to publicize the meeting on the City website and by way of local news media. Only matters set forth in the notice shall be discussed and/or acted upon during the meeting.

RULE 3. NONPUBLIC SESSIONS: Nonpublic sessions may be called for any of the listed purposes in NH RSA 91-A:3. The Motion to enter a non-public session must state the specific exemption the Commission is relying upon for the nonpublic session. If planned in advance of the regular meeting, the nonpublic session shall be noticed at least 24 hours in advance. Every effort shall be made to give the public prior notice of the date, time, location and general subject matter of the nonpublic session unless a matter is brought to the commission's attention during the current meeting. The Commission will only meet in a "non-meeting" as permitted by NH RSA 91-A:2(l)(a-d).

RULE 4. COMMISSION MEETING AGENDA: All topics, reports, communications, resolutions, or other matters to be considered during the Commission's next meeting shall be delivered to the Fire Chief or his or her designee by 12:00 P.M. on the Thursday of the prior week. The Chief or designee shall then arrange a list of such matters according to an agenda or "order of business." The Fire Chief or designee shall furnish each member of the Commission with a copy of the agenda no later than 12:00 P.M. on Friday, prior to the Commission meeting, and shall make copies of the agenda available to the public in the Office of City Clerk for posting on the City's website.

RULE 4A. AGENDA ITEMS: All members shall have equal right to submit items for the agenda. Agenda items shall be submitted to the Commission Chair or his/her designee no later than 12:00 P.M. on Wednesday, one week prior to the next Commission meeting. The

Chair shall not have a unilateral right to reject items submitted by other members of the Commission. No member, including the Chair, shall submit agenda items on behalf of other Commissioners without giving them prior notice and subject to their approval. Any violation of this rule by any member of the Commission shall result in public censure.

RULE 5. CALL TO ORDER: The Commission Chair shall take the chair at the hour appointed for the meeting and shall call the members to order.

RULE 6-A. ABSENCE OF ANY MEMBER: No meeting shall be held unless two members of the commission are present in person.

RULE 6-B. REMOTE ATTENDANCE OF MEMBERS: Pursuant to RSA 91- A:2, III, the Portsmouth Board of Fire Commissioners permits board members to participate in a meeting remotely. Members may only participate remotely if physical attendance is not reasonably practical and the reason must be stated in the minutes. The public must be able to discern remote participation at the meeting site, and members must be able to hear and speak with each other simultaneously (e.g., using a speakerphone, or TEAMS). All votes taken during such meeting shall be by roll call vote. Except in the case of an emergency, as defined in 91-A:2, III, a quorum of the Commission shall be physically present at the location specified in the meeting notice. In the event of remote participation of the Chairman, the Chair will open the meeting remotely and a motion by a physically present member shall be made to designate another member as temporary Chair for the meeting.

RULE 7. ORDER OF BUSINESS: The business of all regular meetings of the Commission shall be transacted in the following order, unless the Commission by vote of at least two-thirds of the members present suspend the rules and change the order:

- I. Call to Order
- II. Roll Call
- III. Pledge of Allegiance
- IV. Acceptance of the Minutes of Previous Meeting(s)
- V. Public Comment
- VI. Staff Reports
- VII. Old Business
- VIII. New Business
- IX. Next Commission Meeting

X. Adjournment

RULE 8. CONSIDERATION OF MOTIONS: When a motion is made and seconded, it shall be considered by the Commission, and not otherwise.

RULE 9. WRITTEN MOTIONS / ROLL CALL: Every motion shall be reduced to writing if the Chair so directs, or if any member of the Commission requests it. Upon request of any member, a roll-call shall be taken on any motion before the Commission.

RULE 10. DIVISION OF QUESTION: The division of a question may be requested by any Commissioner when a motion contains two or more independent parts.

RULE 11. READING: When the reading of a paper, meaning a document, letter, report, or written motion is read aloud to the assembly, is called for and the same is objected to by any Commissioner, it shall be determined by vote of the Commission.

RULE 12. ADJOURNMENT: The Chair shall consider a motion to adjourn always in order pursuant to Rule 8 above, with the time of the next meeting having been agreed on, unless a Commissioner has possession of the floor or if any motion has been put out and not decided. Such motion shall be decided without debate.

RULE 13. DISPOSITION OF MOTIONS: After a motion is seconded, it shall be considered, and after stated by the Chair, it shall be disposed of by vote of the Commission unless the mover withdraws it before a decision or amendment. Members may vote in the affirmative, in opposition, or abstain. A motion passes when at least two of the three members vote in the affirmative.

RULE 14. MOTIONS DURING DEBATE: When an issue is under debate, only the following motions shall be received: adjourn; take a recess; raise a question of privilege; call for orders of the day; move the previous question to stop debate and immediately vote on the issue at hand; limit or extend limits of debate; postpone debate to a date certain; commit or refer or recommit; amend; questions of order and appeal; suspend the rules; division of a question; or, division of the assembly.

RULE 15. ORDER OF QUESTIONS: The Chair shall put all motions in the order in which they are moved, unless a subsequent motion was previously tabled.

RULE 16. MOTION FOR RECONSIDERATION: A motion for the reconsideration of a vote shall be open to debate, but such motion shall not be considered unless made by a member of the voting majority and must be made at the meeting at which such vote is passed; or, in the alternative, notice of such motion is given at said meeting, in which case the motion shall be made at the next meeting, and only one motion for the reconsideration of any vote shall be permitted.

RULE 17. TABLING: A motion that has been tabled may only be acted upon after being removed from the table, either at the same meeting or the next. If no motion is made to remove the item from the table, the item will die and can only be returned to the agenda through the normal process.

RULE 18. SPEAKING PRIORITY: When more than one member wishes to speak, the Chair shall name the member who is entitled to the floor.

RULE 19. SPEAKING: When any member is about to speak in debate or to deliver any matter to the Commission, the member's comments are to be limited to the question under debate and avoid *ad hominem* and other personal attacks.

RULE 20. INTERRUPTION OF SPEAKING MEMBER: No Commissioner shall be interrupted by another, except by rising for a call to order to correct a mistake, or for explanation or clarification. If any Commissioner, when speaking transgresses the Rules of the Commission, any Commissioner may call the offending Commissioner to order. The transgressing Commissioner shall be permitted to explain. If disagreement remains, the Commission shall decide on the case without debate.

RULE 21. CONFLICTS OF INTEREST: No member shall vote on any motion in which the member has a direct, personal and/or pecuniary interest.

RULE 22. VOTING REQUIRED: Every Commissioner present when a motion is put, if not excluded by interest, shall vote. If a quorum has been established at the beginning of a meeting and a Commissioner later in the meeting leaves with or without permission, the remaining two Commissioners may continue with the agenda and make and vote on motions.

RULE 23. PROCEDURE FOR QUESTIONS TO THE CITY ATTORNEY: Whenever a Commissioner during a meeting has a question for the City Attorney regarding Commission rules, the Portsmouth City Charter, or parliamentary procedure, the commissioner shall, through the Chair, be given the immediate right to state the question which shall be referred to the City Attorney.

RULE 24. THE HOUR FIRE COMMISSION MEETINGS TO CONCLUDE: Fire Commission meetings shall conclude no later than 9:00 p.m. or at such time as any agenda item being discussed at 8:00 p.m. is acted upon. If because of this rule any agenda items remain to be taken up, the Commission shall recess the meeting to a time at which the remainder of the agenda shall be acted upon, unless a majority of the Commission wishes to suspend the rules in order to continue.

RULE 25. SUSPENSION OF RULES: No standing rule or order of the Commission shall be suspended unless a majority of the members of the Commission shall consent thereto, for a specific purpose.

RULE 26. AMENDMENT OF RULES: No rule or order of the Commission may be repealed or amended without said rule or order appearing on the agenda for a regular meeting in compliance with these rules, subject to public input and then voted on during the following regular meeting by a majority of the Commission.

RULE 27. PARLIAMENTARY AUTHORITY: Except where specifically controlled by Charter, Statute, Ordinance or these Rules, proceedings of the Fire Commission shall be conducted pursuant to the parliamentary authority of the most recent revision of Robert's Rules of Order, Newly Revised.

RULE 28. ADDRESS BY PUBLIC: Members of the public-at-large may address the Commission on any issue being discussed by the Commission, but only after a motion to allow same has been made by any Commissioner and passed by a majority vote of the Commission, provided that no person shall speak for more than five minutes. If the list of speakers is substantial, the Commission may limit each public comment to three minutes.

RULE 29. PUBLIC'S RIGHT TO KNOW GUARANTEED: All letters, memos, reports and other information provided or circulated to the Fire Commission by staff members or received as communications to the Fire Commission from any person shall be included with the Agenda packet of a Fire Commission meeting and made publicly available by 12:00 P.M. on Friday prior to each Commission meeting or, if sent separately to Commission members, shall be made publicly available in the Office of City Clerk. Exemptions under this rule are documents that would not be deemed public records under the New Hampshire Right to Know Law (RSA 91-A) or personal communications.

In addition to the foregoing, any emails which are received by the Fire Commission or the Fire Chief directed to the Commission, shall be entered into the public record. Any person addressing an email to the entire Fire Commission shall be provided with the option to have such person's email entered into the Commission's Agenda packet and public comment record for the meeting. Only emails which include the name and address of the sender shall be provided to the Commission and thus be subject to the rule. Any public comment received by email subject to this rule shall be updated after the agenda packet is released and prior to noontime on the day of the Commission meeting to which the packet is addressed. Any public comments received after such noontime deadline shall be distributed to the individual Commissioners but shall not become part of the public record of the meeting.

RULE 30. PUBLIC COMMENT SESSION: A public comment session shall appear on the agenda of all "regular" Fire Commission meetings. This session shall not exceed 45 minutes during which any member of the public may have a total of three minutes to address any topic relevant to the Commission or Fire Department's work. Residents, business owners, and taxpayers of the City shall be given priority over any other speaker. Any person abusing the provisions of this rule may be prohibited from speaking at future public comment sessions by a majority vote of the Commission.

RULE 31. PUBLIC HEARINGS: Fire Commission public hearings shall be subject to the following terms and conditions: A. The order in which speakers shall be called, the duration of time permitted for each speaker, and the number of opportunities which any person shall be provided to speak on any issue may be regulated by the Chair in the interest of efficiency. B. All speakers shall limit their presentation to the matter for which the public hearing has been called. Any speaker not in compliance with this provision shall be ruled out of order by the Chair.

Rule 32. CONTRACTS: The Fire Commission shall not enter into contractual agreements until a majority of the Commission has voted to ratify a contract. All three members are required to view contracts. Each contract requires the full signatures of all three members of the Commission. If one Commissioner votes against entering into a contract, he or she shall initial the document rather than use full signature. This will indicate the contract was viewed but not accepted by that Commissioner.

Rule 33. SEMI-ANNUAL REPORTS: In accordance with the Portsmouth City Charter, the Commission Chair, or his/her designee, shall report at least semi-annually to the City Council on the state of the Fire Department and its operation. Such reports shall include a summary of the Department's budget, workforce, equipment, promotions, retirements and other related matters. The Commission, in its discretion, may allow the Fire Chief to submit a letter to the Council as part of any such report. A report will be submitted to the City Council each June and January after review and approval by the Fire Commission.

Rule 34. UNILATERAL ACTIVITY PROHIBITED: No Commissioner shall act unilaterally on any matter of consequence or take any action of consequence without a majority vote of the Commission.

Rule 35. EMPLOYEE CONFRONTATION OR DISCIPLINE: The only employee the Commission may confront or discipline directly without notice is the Chief of the Department. Any concerns or matters a Commissioner has involving all other employees of the fire department shall be brought to the attention of the Commission and Fire Chief. If the Fire Chief fails to take action that satisfies the Commission, the Commission shall then decide

by majority vote whether further action is necessary to resolve the initial concern and/or matter brought to the Commission's attention, subject to and in accordance with any provisions of an applicable collective bargaining agreement.

26-114

September 3, 2026

Richard Gamester, Chairman
Portsmouth Board of Fire Commissioners
170 Court Street
Portsmouth, NH 03801

Re: Operational Complaint – Emergency Communications / General Order 26-09

Dear Chairman Gamester and Members of the Board:

I am submitting this operational complaint pursuant to Portsmouth Fire Department Policy 200-11 regarding the continued deficiencies in the City's emergency communications system. Specifically, the additional operational responsibilities placed upon Fire Department Shift Commanders under General Order 26-09, which were imposed on me on August 29, 2026 during the overnight shift and to Captain Regonini the subsequent shift.

I recognize that Policy 200-11 provides that an operational complaint should be directed through the Fire Chief. However, this issue has persisted for a number of years, and the Chief has indicated that the ultimate remedy is beyond his control. Under these circumstances, the policy and the City Charter allows for me to appeal directly to the Board of Fire Commissioners.

General Order 26-09, dated June 12, 2026, substantially increases the responsibilities of the Shift Commander during periods when emergency communications are transferred to the Rockingham County Sheriff's Communications Office. The order states that, during these operational periods, the Fire Department shall operate without a functioning station alerting system, no CAD interoperability with critical response programs, no electronic access to call information and updates, no hydrant mapping, and no paging capabilities for recalls and other emergencies. Most concerning, there is no functional method for the communications center to identify an emergency distress or mayday activation transmitted through our radios.

In practical terms, the Shift Commander is being required to assume functions traditionally performed by emergency communications and dispatch personnel while simultaneously remaining responsible for commanding the Department's operational resources. Requiring one individual to perform both functions creates significant operational concerns and introduces unnecessary risk to firefighters and the community.

These concerns are not new. They have been raised repeatedly with the City and previously presented to the Board on behalf of the Portsmouth Professional Fire Officers Association. Most recently, Local 4039, through its attorney, issued a cease-and-desist letter dated June 25, 2026, specifically addressing these operations. Despite those repeated concerns, which also cited our desired outcome(s), these operations continue.

As a Captain and Shift Commander, I feel a responsibility for the safety of the firefighters assigned to my shift. That responsibility leaves me with an obligation to continue raising this

issue until the underlying safety concerns are corrected. I believe that failing to continue raising these concerns would make me complicit in allowing these conditions to persist.

The potential consequences of communications failures in the fire service are well documented. The National Institute for Occupational Safety and Health has repeatedly identified communications deficiencies as contributing factors in firefighter line-of-duty deaths. It is also well understood that delays in dispatching appropriate resources to the citizens we serve can lead to less favorable, and potentially critical, outcomes for those relying upon the 911 system. Both are reasonably foreseeable consequences of operating under the current model and should warrant an immediate resolution to this complaint.

While I recognize and appreciate that the Fire Chief and the Commission have been working toward a long-term solution, these concerns have persisted for more than five years and continue to affect operations. Our fire officers have followed internal directives to document dispatching failures and operational concerns under the current model, yet the underlying issues remain unresolved with many of these operational concerns remain unanswered.

I firmly believe that allowing the current practice to continue increases the potential for a communications failure during a critical incident, when the consequences may be irreversible. As such, I respectfully ask the Board to strengthen its approach with City officials to come to a permanent and timely solution to this problem. Until a permanent solution is in place, I further request that the additional dispatch and communications responsibilities imposed unilaterally on fire department shift commanders under General Order 26-09 be discontinued.

Thank you for your consideration.

Respectfully,



Brian Ryll
Captain
Portsmouth Fire Department

Cc: William McQuillen – Fire Chief
Duncan Regonini – President L4039
Richard Molan - Attorney