

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

Fire Station 2
George Pierce Training Room
June 9, 2026

Portsmouth, NH
1800 hours

I. Call to Order:

Commissioner Gamester called the meeting to order at 1800 hours.

II. Pledge of Allegiance with Attendance:

Commissioner Gamester led the pledge of allegiance.

Present were Commissioners: Richard Gamester, Jennifer Matthes and Michael Hughes (absent - Teams connection failed); Fire Chief William McQuillen, Assistant Fire Chief Jason Gionet, Acting Deputy Fire Chief Chad Putney, Administrative Manager Nancy Savini, several fire department personnel and member of the community Mr. Christopher Golumb.

III. Approval of Minutes of Previous Meeting:

Motion, to approve the minutes of May 12, 2026 (26-070), was made by Commissioner Matthes. Motion was seconded by Commissioner Gamester and passed unanimously.

IV. Presentation of Written Communication:

Chief McQuillen read Rebecca Cowser's Thank You (26-071) passing along kudos to FPO Wheeler and FPO Scholtz for their recent presentation of Safety and Falls Prevention at the Margeson Apartments.

Motion, to accept Thank You and place on file (26-071), was made by Commissioner Matthes. Motion was seconded by Commissioner Gamester and passed unanimously.

V. Public Comment Session: Mr. Christopher Golumb approached the Fire Commission Board asking for Rules & Regulations for the Fire Commission and info access on the city's website. He was told the rules are in the Charter and a draft is currently with the legal department for review.

VI. Reports:

A. Fire Chief's Reports:

Commissioner Matthes motioned to discuss Chief's reports (26-072 through 26-075). Motion was seconded by Commissioner Gamester.

Fire Chief McQuillen reviewed reports with the Commission.

Report (26-072), 2026 Response Report for May 2026. The report shows the department responding to a total of 552 calls for the month: 242 Fire Calls with

EMS Services and 142 Fire and Related Service Calls and 310 Ambulance Calls.

Chief spoke briefly about the following incidents of interest:

May 3 0413 hours E1 90 Feet St Water leak, operated for an hour

May 4 - 1831 hours T2 E3 A1 A2 PSNY E 82 C2 Michael Succi Drive National Gypsum, fire in oven, contained and controlled. Companies removed smoke and operated for 30 minutes

May 6 - 1314 hours E1 E3 A1 A3 C2 to High Level Bridge for Emotionally Distressed person threatening to jump, standby only

May 10 - 1251 Hours E1 to check blasting site complaint of live explosives, unfounded. C1 C3 PV1 & other City staff conferred via telephone and assisted duty crew.

May 30 - 0822 hours T2 C1 Mutual Aid to Big Rock road Rye for tree down and fire, fire in was in generator and companies cleared shortly after arriving.

The safety message focused on "As hurricane season begins - Portable Generator Safety and the danger of carbon monoxide".

Key Safety Message

Portable generators should always be used outside and far away from the home. Never run a generator inside a house, garage, basement, crawlspace, shed, covered porch, or any partially enclosed area.

About Take Your Generator Outside

Take Your Generator Outside is a public safety campaign dedicated to helping prevent carbon monoxide poisoning caused by improper portable generator use. The campaign provides educational resources, safety messaging, and outreach materials for families, media, fire departments, and community organizations.

About PGMA

The Portable Generator Manufacturers' Association is the overarching voice of the portable generator industry and the creator of the ANSI/PGMA G300 standard, which establishes carbon monoxide safety and performance requirements for portable generators. Through its Take Your Generator Outside® campaign, PGMA provides public safety information and outreach resources to help reduce the risk of carbon monoxide poisoning from improper portable generator use.

Fire Commission Minutes of April 14, 2026 continued:

Report (26-073), Fire and EMS Call Summary Reports, shows the department responded to 242 fire calls for the month of May. EMS activity was 310 with the top three responses being for weakness, head injury, and fainting. There were 10 calls for anxiety, 9 for septic shock, 8 for abdominal pain, and 22 non-transports.

Report (26-074), 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 by year end we will be close to being spent. Also, the current bottom line is inflated by the \$50K grant reimbursement which will be transferred out to school care. Report (26-075), 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 26-072 through 26-075, 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 (26-076) which are as follows:

Apparatus / Equipment / Facilities

1. Engine 3-drive to pump switch will be changed at no cost to us
2. Station 2 Roof Update-almost complete, two door thresholds repair remain
3. Station 2 Facility Improvements – Paint and replace ceiling tiles from water damage

Personnel

1. Current open positions – 1 vacancy, staff is in good shape
2. Interviews are ongoing

Training

1. Fire Training – 8 personnel participated in a trench rescue class in Rochester sponsored by the Seacoast Chiefs. They will teach the rest of our staff.
2. Personnel participated in the PNSY Major Fire Drill exercise
3. 3 personnel attending the Blue Card Instructor training program which is grant sponsored through Seacoast Chiefs bringing our instructor cadre to 6.

Other

1. Currently working with City Staff to secure contracts with NH commercial insurance carriers outline in SB 245. As part of SB 245, work has begun on the NH Ground Ambulance Data Collection Survey.

Deputy Chief Putney reported (26-077) on Fire Prevention activity for the month with 49 permits issued and 47 inspections done. Revenue collected for May 2026 was a little under \$8K.

Other Notable Items are as follows:

- FPO Scholtz has been enrolled in the very important Fire Investigator Class for the fall.
- 34 Harvest Way (Giant Lonza Purple building) has occupancy.
- Ramping up storage inspections.
- New Fire Code takes effect July 27, 2026.

Motion, to accept Staff Reports 26-076 through 26-077, was made by Commissioner Matthes. Motion was seconded by Commissioner Gamester and passed unanimously.

VII. Old Business:

Description of the Deputy Chief of EMS & Training position opening was distributed and will be moving forward.

Motion, to accept and move forward with open position, was made by Commissioner Matthes. Motion was seconded by Commissioner Gamester and passed unanimously.

IX. New Business:

Ordinance Update (26-078) pertaining to the Portsmouth Fire Department Rules and Regulations for Fire Protection Systems and Permits Was discussed. To be sent to Fire Marshall for approval.

Motion, to accept ordinance and send to Fire Marshall, was made by Commissioner Matthes. Motion was seconded by Commissioner Gamester and passed unanimously

Motion, to enter into Non-public Session at 1826 hours in accordance with RSA 91-A:3, II (a) personnel matter pertaining to local 1313, 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 1937 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 and passed unanimously.

Motion, to object Local 1313 proposal and deny grievance, was made by Commissioner Matthes. Motion was seconded by Commissioner Gamester and passed unanimously.

X. Adjournment:

Motion, to adjourn at 1841 hours, was made by Commissioner Matthes. Motion was seconded by Commissioner Gamester and passed unanimously.


Jennifer Mosher-Matthes, Clerk