

Tilton-Northfield Fire & EMS Commissioners' Meeting

Meeting called by:	Commissioners	Date, Time:	July 17, 2008 at 18:00 to 21:20
Note taker:	Janine Vary	Place:	Center Street Station

Attendees: Comm. Bob Watson, Comm. Kevin Waldron, Comm. Paul Auger, Treasurer Roland Seymour, Chief Steve Carrier, Deputy Mike Robinson, Capt. Brad Ober and Secretary Janine Vary. Members of the Public

Comm. Watson called meeting to order at 6:00PM. He noted that the 3 commissioners were present along with Chief, Deputy Chief, members of public, treasurer and the press are here. The first order of business is the nomination and election of the chairman. Paul nominated Kevin to be chair, Kevin seconded. Vote taken, Paul and Kevin aye. Bob abstained.

Comm. Waldron. Review of minutes from 2/11/08. Bob motioned to accept the minutes as printed, Kevin seconded. Discussion, none. Vote taken. All voted in affirmative. Accepted as printed. Minutes from monthly meeting of 6/19/08. Kevin moved to accept as printed, Paul seconded. Discussion: Chief asked for a point of order, only people who are at the meeting can vote on the minutes. Paul withdrew his second and Bob seconded. No further discussion. Kevin and Bob approved the 6/19/08 minutes as printed.

Treasurer's report: Roland presented the Monthly financials thru July. App and equip. \$134,106.65 beginning balance. Ambulance earnings are for 6 months. Expenses are as printed. \$97,073.81 is the balance. Operating Account: beg bal of \$263,077.54. Six payments from Northfield and Tilton. Expenses are listed. Bal is \$173,427.47 as of 7/10/08. We have set up a separate account for the debit card, and there is a balance of \$5000. Payroll account has 500 in that. The NH PDIP total is \$276,001.28. 241541.58 is the total funds in the investment pool. The investment funds for June had 2.4% with a YTD yield of 4%. Kevin asked about ambulance revenue where we should be, we are actually ahead. Roland wanted to add: are the funds insured over \$100,000. He spoke with a vice president at FSB on Tuesday about that. All individual accounts insured at \$100,000. FSB is solid even though our accounts not insured for over \$100,000. NHPDIP those funds are insured through the investment pool itself, he feels they are amply insured. Roland affirmed that they are state money but the money is in NY. MBIA manages those accounts. Sweep account gentleman is on vacation, they give a 1 to less than 1.5% interest, Roland isn't sure that with the cash flow we have. They would sweep an amount each day into the interest bearing account. Roland would suggest to open an account that has interest and leave it there and not do the sweep account. Both operating and FSB are not interest bearing right now. Approximately 1.2% could be made on the ambulance revenue account. Vote taken to accept the treasurer's report as printed by Kevin and seconded by Bob. All commissioners affirmed the treasurer's report.

Report of the fire chief: Chief wanted to discuss a meeting at DHHS that included the commissioner of DHHS. This is a direct result of the fatal fire we had on Lancaster Hill Rd. Discussed home safety in residential care facilities. An issue that has come up is window size, not just with these residences but all housing. Foster homes, care of developmentally disabled. Awareness on home owners side has increased and a lot of support from both communities and DHHS. Chiefs will work with FP officers and DHHS and solidify the window size and other safety measures for residential care facilities. Fire Marshal is allowing 5.7 sq ft of completely cleared out window space, not just the open window size. Window size wasn't an issue on Lancaster Hill Rd but this came out of discussions. Commissioners reviewed the fire chief report.

Report of fire prevention office: Brad has a few new projects. Walgreens is coming right along. Hampton Inn has opened. Sears store did open, they have a few things still to do. Two new restaurants, one on Laconia Road at *Old Friends Tavern* and at Park Street near the Park N Go. Order to vacate at 21 Vine Street is still on – third floor only. Had another order, 41 to 45 Elm Street, 4 unit, 2 occupied, it is in foreclosure, very severe fire code violations. Occupants will have to be out by Saturday at 2:30. Chief commented that one issue was no smoke detectors. We gave the people in there some smoke detectors for the time they are there. Roland asked about the Winnepesaukee River Housing on Scribner Road going back to the planning Board. Brad hadn't heard anything. Walgreens is scheduled to open for mid August.

Kevin asked where we are call wise, Chief said 812 calls as of the end of June, which is 68 calls ahead of where we were last year. This is the highest we have been at this point of the year for the years he has records for.

Old business

Credit card – Chief has to go to an ATM machine to activate it the debit card. Kevin recommended that he just check the balance and that will activate the card.

Roland addressed the 2006 audit. Greg Colby had emailed Janine a "Representation Letter" that needed to be signed by the Chair and the Treasurer. Auditors are shifting all the responsibility on the officials of the organizations. He has seen letters like this before and he does take exception to terminology used. They are shifting all the responsibility on the commissioners/ treasurers. He recommends all the commissioners sign it. He recommends to not do the MD&A letter. If we don't sign the

Representation Letter, we don't get our 2006 audit. He feels it could be serious stuff, he would prefer all the commissioners sign. A comment came from Tom Gallant didn't know how Paul could sign. He has just come on board. Tom added that the audit won't be used for anything at this point. The statements are not being used for bonding, etc. This is his opinion. Roland agreed with Tom and said maybe not even doing the audit, or this type of audit, there was discussion of different types of audits. Roland wasn't sure if we have to have an audit; Kevin asked if the body requested an audit, a certified audit. Not for the purposes of our finances. More discussion. Tom said before they do anything for 2007, sit down with auditors and set the frameworks. Bob motioned not to do the MD&A letter for the 2006 audit. Paul seconded. All in favor, all commissioners in favor.

DRA letter – Janine explained that the commissioners need to be aware that they have the authority to take as much of the general fund surplus from the amount of monies when they complete the MS 34 form which is due by September 1, 2008.

Tilton Fire Department study – Kevin said he has not read it. Kevin said to forego the fire dept. study until next month. Pat Clark asked if he could speak but Kevin asked him to wait for the public comment time.

Step and grade – Chief didn't have any information for tonight's meeting. Will be continued to next month's meeting.

Paramedic training – Chief addressed. He identified 5 questions: range of payroll costs, estimated costs to end up with 4 paramedics (one on each shift-which would be Chief's goal), over 9 years \$51,000 for total cost. That is a rough estimate. Nine years because there can be only 1 paramedic student at one time going through training. 2008 to 2016 to get 3 more paramedics up and running. Costs based on FF Michaud at NHTI in Concord. Pay period increase for paramedics. We have \$1.25 per hour increase to a paramedic. This has been applied to one full time paramedic and the call paramedics. Last question was check on training policies at other districts. He has a couple of responses. Gilford pays tuition and associated costs and day shift. Prorated repay if they leave before 2 years. There is a 6% differential in pay. Response from Franklin, they have a contract to sign, don't pay for clinical time, do cover day shifts, etc. Laconia sounded more similar but through the hospital so more of a private feel. Kevin asked if the \$51,000 is at today's rate; Chief said he estimated that the costs would increase 10% each year. 15,613, 17,174 – goes up about \$2,000 a year. We have three shifts and a Kelley day shift. Would be difficult to do to cover with a paramedic, we would need 4 to be sure we are always covered. Every third week everyone gets a day off. Kevin asked if we put one person at a time through medic school that it takes 3 years to complete. Kevin asked if it includes the covering of their work shifts, Chief said yes as close as he could estimate. Tom Gallant (speaking from the floor) asked about the total of \$51,000 being too low. Chief said Greg isn't out an entire shift to cover and he only goes to school two days a week. This will change during clinicals because they are more time intensive. Chief said that Brad and he are also helping with coverage. Dina Waldron (from the floor) asked the Chair why we are allowing Tom Gallant to speak to issues when Pat Clark was not allowed to. Kevin said he has chosen to allow it because of Tom's experience with all these items and he is relying on his thoughts. Greg is already enrolled, but does need the commissioners' approval for us to cover his shifts and continue his courses. Kevin has not made up his mind as to going forward with that expense or not. There was discussion at the last meeting about a triangle, Tom said to make a matrix with Chief at top and down to each shift to what the optimum personnel on each one of those shifts would be, how many paramedics do you want? Chief said one paramedic per shift. Tom had a concern of how many members go at the same time and Chief has limited to one. It doesn't give us the perfect shift matrix but at least does answer two critical questions Tom had at the last meeting. Kevin felt this should be part of a whole overview and reworking of the training policy and he would prefer doing as a whole package. Have the paramedic wording in there. Will need drafts of the proposed training policy, etc. Mike said the training policy deals with what training is allowed, expenses allowed. He felt the direction Kevin was heading in is specific, this training policy is general. The training matrix is more of a personnel issue, not the training policy. The training policy just deals with the rules of taking training, not how many can take the training, etc. He sees what Kevin is looking for but feels they are two separate things. It is more linked to the step and grade. Kevin feels they go hand in hand. He feels more of a whole package, doesn't want to commit to spend \$51,000 over 9 years in addition to whatever we are going to be putting out on training over the next 9 years. Right now at \$14,000 as a line item. Mike asked for a direction to go ahead. Chief said we have an organization chart but can establish a goal statement, then could work with people to move them up through the process. Have the Budget Committee approve annually, the commissioners, even the general body. Mike said there are 3 subsections in training, one is ff1, other ff2 and paramedic. Kevin asked about the cost for books. Chief said he is looking to pay tuition and coverage for classes and clinicals; he did not specify the books cost in the \$51,000. Brad commented that, even though this isn't the way we should look at it, but there is more of a significant increase in billing per call if you have paramedics on the calls, so revenues would increase. We should want the paramedics so we can give the best service to our patients. Kevin asked Bob and Paul for comment. Paul said he'd like to have all the figures and what will it gain for us. Will there be more requirements for them to stay on if we pay for this training? Mike said that has been addressed in the training policy. Chief said we have had those discussions in the past; it allows for some leverage. Other towns have it in their policies but Chief isn't sure that it would be enforceable by law. Paul said if we are going to spend that kind of money we want them to be required to stay on. Chief feels most people would feel some level of guilt if they did leave, but if they want to leave how can we hold it over their heads, how could that stand up in court? Kevin

asked about other depts. that require the student to front the cost and then reimburse them after the course is completed. Chief wasn't aware of that for the paramedic. These people have a full time job so they wouldn't be eligible for financial aid. Chief said we could write up a contract. Bob asked if we would want to discuss with Sean Chandler. Bob is in agreement to continue this discussion. Chief asked if there was anything that the commissioners would need from Mike or himself.

New business

Chief has a letter of resignation from Greg Stetson. Leaving on 8/5/08. Greg was filling a role of covering a shift on weds and doing fire prevention two days a week. He was hired just over two years ago. He had a degree in criminal justice and had completed his fire fighter training before starting here. Kevin asked why he is leaving. Chief responded that he was in search of family medical benefits. Chief asked if the commissioners would hold an exit interview with him. We offer a single person medical plan for all new employees. So if you want family medical health benefits you need to buy up the difference and this is a huge expense. Franklin has free family medical to their employees. City of Laconia does an exit interview through their personnel office but not through the fire department. Tom Gallant (commented from the floor) that they (commissioners) have never held an exit interview or an entrance interview. Kevin asked who Chief would think should do the exit interview. Chief recommended the commission. He has spoken to Greg on a daily basis. Kevin asked Bob and Paul if they would like to do an exit interview, Bob and Paul agreed. Kevin asked Chief to contact Greg to set up an exit interview probably in the evening. Chief commented that Greg will be on duty next Tuesday and Friday until 7:00. It was decided to try to set up for 6:00pm on Tuesday, July 22, 2008.

Chief asked if he can fill the vacancy. Paul asked what qualifications. Chief said FF2, C2F2, EMT-I, working with fire prevention. Chief will try to find someone with same qualifications. He actually has a couple of people inside that are interested in this position. That would free up an entry level position, which would be a FF, EMT-B qualified person. If we had someone with higher qualifications apply than the basic skills, then great. He would post the opening in-house to see interest, etc. Chief wants more emphasis on preplanning. Not doing plans review, etc. it is the basic inspections. They don't have a lot of technical education, won't be going to a 6 week fire prevention course. Paul asked if we have that many inspections that we need a person to assist Brad. Chief said yes. We are still having trouble getting into the multifamily units in both communities and today we had the experience with a house that didn't have the basic fire prevention needs for their residents. Kevin said fire prevention did 26 inspections in a month. Kevin was not in favor of having 1 and a half full time inspectors. When you have one inspector only doing 28. Brad mentioned that he only came back to doing inspections full time on July 1. If they were to look at his July report it is quite different. Chief added that it is not just inspections that Brad does, all the plans review that have to be done, all the phone calls and a lot of public relations. Brad commented that the Elm Street property today took 4 hours of his time. He is trying to get a boost into the system by having this position that assists with the fire prevention piece. We want to do more fire prevention and public education. Chief said we are not doing things that we are charged to do and we are trying to do more fire prevention. We should have every business on a schedule to go through each year. We are not providing a level of safety to the owners. Chief wants to maintain the position we have now. We haven't even had the opportunity to really use this position that way we had it designed to do. When this position was created it did two things, it covered for the third person needed for the one uncovered Kelley day so that we had 3 people on duty. Then we added to two 12 hour shifts to assist in fire prevention. It isn't a civilian position, the position is a firefighter. Chief said it is our intention that it is a FF/EMT position, not an officer position. Bob motioned to let Chief fill the position. People voted to let him have the position and we should let him refill the position. Paul seconded. No more discussion. Vote taken. Paul and Bob aye and Kevin opposed. Motion passes 2 to 1.

Northfield payments. Roland addressed. He spoke with Glen Smith, Northfield Town Administrator. Roland recommended Northfield paying the first quarter by the second week of the second month. If they paid in January for the first quarter and April for the second quarter, that would work for us. Glen said he would pass it along to the selectmen. Roland doesn't believe it will affect our cash flow. Kevin said that he heard that Northfield will be trying to do this with the school district, also. But, if the school says they won't agree to quarterly payments, then Northfield won't be saving any money on their TAN. Kevin said it doesn't need to have a response, just wait and see what the school board decides. Kevin isn't sure the quarterly payment will come to fruition. Tom Gallant (from the floor) asked the Chairman about the letter. In closer review, the letter states payment will be done at the end of the quarter. Roland said maybe commissioners should address the issue. He recommended that Kevin, as Chair, speak to the selectmen in Northfield addressing our concerns about receiving the money at the end of the quarter.

Purchasing requests: Chief stated he is looking for a "sole source" for pump work on our apparatus. We have been having the Desorcie company servicing our pumps and doing all the pump testing. We are very pleased with the work they have been doing. We're looking for a sole source approval with Desorcie and do the service testing of our pumps. Kevin asked about other vendors. Chief responded Lakes Region Fire App. does a lot of work out of Tamworth. As far as service testing, there is a new company, Perkins out of Merrimac, they have done work for us before. Desorcie has been doing the work for the past

two years. Kevin said sole source requests expire on December 31 and at that point we look at them again for the next year. Chief agreed. Kevin motioned to approve that Desorcie would be the sole source vendor. Bob seconded. Vote taken and unanimous approval.

Kidder Fuels has sent their letter for pre-buying fuel. They have serviced our heating equipment for years. Offered us a pre buy rate of 5 cents cheaper at \$4.569 per gallon for #2 heating fuel. If we were to pre-buy 1600 gallons, we've used 1462 and have a small credit of 343, it would cost \$7310.40 to do that. That doesn't take into account the LP gas needed to heat Park Street station. We will probably be going over on the diesel fuel line, also. Chief hasn't checked anywhere else for prices. We wanted to keep our business local and have emergency service local. Kevin asked about other companies. Chief knew of many companies in Laconia. We could pay as we go. That would get us through the whole heating season that goes through next year. Chief brought it up because it is a purchase request, needs definition from commissioners. Kevin asked for a motion on the purchasing request for Kidder Fuel. No motion made.

Roof repair of the addition to this station. Adjuster hired by LGC has looked at the roof and has negotiated with a contractor; we need pay to go ahead with this contract to let LGC release the funds for the repair. We have to pay \$1000, that is our deductible and that will be our whole cost. Chief explained that as soon as we made the claim, it became the adjuster's responsibility to find the person to do the work. Kevin asked who was awarded the job. Chief said that LGC is working in the best interest of the insurer and that is how Ronald Huckins got hired. Kevin asked Tom about the roof. He remembered some discussion at how they arrived at their numbers. Tom stated he hadn't heard about this before. Kevin asked the total of the job. Chief stated \$17,500. Paul thinks we can go and get bids and then go to the insurance company with our recommendation. Chief reminded commissioners that it doesn't matter who does the job, we'll pay \$1000. Kevin motioned to approve the expenditure and Bob seconded the request to replace/repair the addition's roof. All 3 commissioners agreed.

Damage to Engine 3. Chief addressed. E3 damaged yesterday on I93. Only way to describe damage is serious damage to the rear of the engine and the right rear compartments. Adjuster has not looked at it. Question of frame being bent. Working with LGC. They'll have the adjuster come up to look at the damage. There will be a rep from E-One also with the adjuster. Our policy is full replacement if the truck is totaled. They will have to determine that. It was built in Florida. He spoke with someone who said major body work could be done more locally, if that is what is decided.

Other business: multiple calls stats. Chief put together some charts that break them down over the last two years. Chief broke them down a little more to days and nights. Chief gave copies to commissioners. Majority of multiple calls occur during daytime business working hours and then slows off until midnight.

Bob had a comment to make. Last night he went to see Engine 3 at Rusty's. A woman in the office asked him why he was there. He explained he was a fire commissioner. She was upset because another fire commissioner had come in earlier and was very rude. Kevin stated he was not rude, but it was the other way around. Kevin stated when he went up there, Russell Drew was out there and they went in the secured area together. Kevin stated that when she found out Russell was in there with him it was OK. Paul asked that this conversation not be had here but Bob insisted. Bob felt it was uncalled for and feels Kevin should go back and apologize to her.

Paul asked Chief about Engine 3. What has chief done to replace it. Chief said E1 has been moved into E3's place and E2 will run in E1's place. Paul asked if we are really short. We have E2, E1, and the tanker. Chief said we have always had 4 engines. We now have 2 engines and a tanker. So that we will need to call in mutual aid every time we have a call that could be a building fire. Kevin said we are short, is that a problem. Chief said we had this problem before we got this engine when 3 engines were down. It's not a last ditch crisis today. What do we have to back it up? "How much is enough" are always questions. Paul said it could be a year or two before it is replaced/repared, is it going to be critical? Chief said if E1 is out of service tomorrow, then it's critical. Can we get by with that and mutual aid? There are a lot of what if's. Chief has not made any run changes to dispatch. Paul asked why we are running an engine to a medical call. It bothers him that gas at \$4.50 a gallon. He understands the ones at the highways. Chief wanted to explain. Engines go to medical call because we have 3 people on duty. Delta and Echo calls both apparatus go to a medical call. Charlie level the officer can have the discretion. We take the engine with us because of all the tools available to us. Also there is another set of hands to provide care. Shouldn't be on scene for more than 10 minutes. Those extra hands reduce the time. Why an engine on the highway? It is to protect the crew and the scene. Paul has heard that sometimes we have to re-tone to pick up the engine because it was left at the scene. Chief said but that person is providing the best level of care to the patient and the engine is still in town.

Brad asked the Chair about the supplies he uses to give to the children for his fire prevention supplies for the schools. Brad said the total amount would be over the \$750, not necessarily all from the same vendor. Kevin said he is free to spend up to \$750.

Kevin said on the manifest that we sign every month. If there is a purchase on here that is over the purchasing limit but has been pre approved, it would be handy to have a post it note that tells us that because he may not remember when signing the

manifest. Janine to put a post it note or some notation to identify the items that were voted on as approved at a prior meeting.

Kevin wanted to discuss our membership at LGC. He wanted to know if we should consider changing the membership to associate membership so that we would have access to their legal counsel. This could probably save us on our legal fees. It wouldn't replace our legal counsel but would probably cut down the legal expenses throughout the year. Chief said you can phone LGC. It's a process of them trying to get the answer for you. Chief said he's not sure as to the quality and timeliness but really hasn't had much experience with them. Kevin would like to change it now. Kevin motioned to authorize the Chief to authorize Janine to check into the process the service membership with LGC to an associate membership. Paul seconded. No more discussion, unanimous vote of approval.

Status of the new thermal imaging camera. Chief reported it is a 90 day order. They build to order. It was ordered a day or two after last meeting.

Public comment: Pat Clark, what do the fire wards feel about the Tilton MRI study. What do you think proactively now that the study is complete? Kevin and Paul have not read it yet. Pat said Northfield said that they feel hurt because they have not been included in discussions. Some say that if we did split up, Northfield says they would move back to a volunteer fire dept and doing it for cheaper. And then Tilton would have their little haven in east Tilton. We've been together for over 100 years (he likened the relationship to a long term marriage) and he would like to see the people he votes for instead of sitting back and waiting to see "what they say before we go", he would like to prepare. He wants to hear something that says we will read it by a date specific. Maybe there is information that isn't correct. Maybe there are positions taken in the report and you already have solutions for. You might want to explore alternatives, what are the things that are hidden agendas. We (Tilton) spend 60% of the money and only have one person representing us. Northfield asks "why do we have to buy every new thing that comes down the pike". He will do what he can to get as much information together so that when we sit down we will know what we want to do. What will be the fall out if the fire district is split? Will the library be next, the school system, etc. Pat encouraged the commissioners to take a hard look at trying to stay together. Let's work on putting it together. He stated that some of the fall out will be in the ranks. There may be other people looking to leave. We need to explore things and he cautioned commissioners not to "not do" something. You can be proactive and read the report and be prepared to tell them what your thoughts are. He feels that would be healthy. He feels there is a lot at stake. He feels it is a lot more expensive than a fire truck. Not only the dollars and cents. Do you want to split up? Is that on the table? Bob said it is sad that the Chief put together a list and a letter to all the selectmen, town administrators and invited them all together to discuss the future of the fire district early in 2007 and only had two responses and it wasn't the selectmen, either. This was before Tilton went to the taxpayers to get the study Tilton did. Getting together wasn't a good idea then but now it is a good idea. Bob has read some of the report. Pat said maybe even having a couple of public hearings. Pat would like to know what the response times were before we went full time. As a voter he'd like to know and get all the facts. Tom Gallant commented that it is worthy to note that we got a letter from board of selectmen in Northfield inviting us to meet with them a couple of months ago. We said we did want to meet with them and have not heard back from them with a date to get together. Pat recommended we call them back again. Bob commented that the town of Tilton has not decided who will present the study. So Pat said that the board should decide how Tilton would present it to them. Tom Gallant said that the MRI study said it would not be economically feasible to split up the dept. No other comment made by the sitting commissioners.

Scott Davis: as far as E3. The accident was the other driver's fault so it will be his insurance that will be reimbursing for the repair of the truck. He asked if we carried something called "loss of use" clause. Chief wasn't sure. Scott explained that in the event that something happens, the insurance company will provide funds to have a replacement while we are out this truck. Chief said he is not sure about that, they have not offered that to us as of yet.

Another comment: Continuing education and bringing an EMT up to a paramedic and having one for each shift. We have talked about this at two or three meetings, according to the minutes. He feels it is sad we are talking about \$6000 when we are talking the level of a paramedic in the field. If to save one person, it is invaluable. The chief has the right to run the department and to spend the budget in full. In the MRI report, Chief is doing a great job. He has been running the department under budget which is why there is that unreserved fund balance. He is the professional and is recommending to use \$51,000 to better the personnel. Yet this has gone through 3 or 4 meetings and still no decision. Must provide to the men the ability to bring up their education level. We will lose them and they won't stay, if you're not willing to stand behind them. He feels it is small money to have that many meetings and still not have a decision - it is not right. No comment from the sitting commissioners.

Paying the bills and discussion of invoices: Janine explained that the Fire Tech and Safety invoices were for items that had been previously approved at other meetings. There was also a \$500 check from the operating budget that was a contribution from 3M towards the Bullex Fire Extinguisher training device. Kevin asked why Brad wanted membership in the New England Assoc. of Fire Chiefs. Kevin asked for advantages. Brad said they offer discounts on seminars and training. Chief said being part of the association allows them to run. They benefit the firefighters in New England. Chief didn't feel that it was a great expense for the value it adds. This is different from NH Chief's Association.

TNFD Commissioner's Meeting Minutes
July 17, 2008

The Idea Bank invoice. Brad explained they offered a 6 DVD special on different topics of fire prevention. More up to date information and it was half the price of what the full cost would have been. Kevin asked if it was a new purchase or a replacement of inventory. Brad feels it was a replacement of older inventory.

The Treasurer of NH invoice was for Janine to continue being a notary. Janine explained this is for a period of 5 years and it helps in the application process because the record checks done need a notarized signature. She also notarizes other signatures for things relating to payroll. The people can go to their town halls or banks to have the same thing done; this just makes it more convenient.

Kevin moved to do the nonpublic minutes at the August meeting. Bob seconded. Vote taken, Bob aye, Kevin aye and Paul aye. Nonpublic minutes will be reviewed at the August meeting.

Bob motioned to adjourn the meeting, Paul seconded. Vote taken and all commissioners agreed. Meeting adjourned at 9:20PM.

Next Meeting Date, Time, Place:

August 21, 2008 at 18:00 at Center Street Station