

Tilton-Northfield Fire & EMS Commissioners' Meeting

Meeting Called By:	Commissioners	Date, Time:	January 24, 2011 at 17:30
Transcribed By:	Kathy Tobine	Place:	TNFD Center Street Station, 12 Center Street, Tilton
Meeting with Tilton-Northfield Water District at 14 Academy Street, Tilton			

The meeting was called to order at 5:30 PM.

Present: All three Water District Commissioners, All three Fire District Commissioners, Chief Brad Ober and the Water District Superintendent.

Commissioner Gallant stated they had requested the meeting. They had agreed they would get together at some point to discuss the charges for the year 2011. In discussions over the past several months it was suggested they wait until the month of January when all the Water District numbers were all put together. It had been indicated to them in a letter that the charges for the upcoming year would be \$125,998. They would like to review where they are, where they have come in the last year, how they feel the relationship with the Water District has evolved and is evolving. They hope it will continue to evolve in the future.

Commissioner Clark stated Commissioner Gallant had summed it up. That is where they are at. One of the reasons they wanted to come back is because they wanted to have all their numbers ready from the water project on West Main Street.

Commissioner Clark stated they would like to know where the \$125,998 came from. Commissioner Davis replied that it comes from a charge for 69 hydrants to the District. Sixty-three were charged last year for a total of \$115,032.96. Adding the six hydrants that were brought back up brought the charge up to \$125,998.40.

Commissioner Auger asked if that is the same amount that was charged last year per hydrant. Commissioner Davis replied it was. Commissioner Gallant asked what the charge is per hydrant. Commissioner Davis replied \$1,825 and change per hydrant.

Commissioner Davis provided some statistics: In 2002 the hydrant charge to the District was \$127,816. On July 12, 2007, they sent a letter to the Commissioners stating they had removed 18 hydrants from the charge that did not meet the 450 gallons per minute that was the standard. When they did that, they were charging the District for 60 hydrants. It was \$7,767 savings to the District. In 2008 it was a \$32,866.56 savings to the District. In 2009 it was a \$27,388.76 savings. In 2010 it was a savings of \$27,388.76. The bill in 2002 was \$127,816 and today it is less than that. Discussion ensued.

Commissioner Auger asked what their next capital improvement project is. Commissioner Davis replied their next project is the replacement of the crossing back on the Park Street crossing. Right now the only crossings they have are the Texaco station and the 6" crossing across from Cumberland Farms. He doesn't know what it will do for the hydrants right off the bat but it will give them a better flow across the river. Discussion ensued. Commissioner Auger asked if this would raise the rates. Commissioner Davis replied they are trying to do it without affecting the rates. They have been putting money away for improvements every year and they are trying to do it as they have other improvements in the system out of this fund. Discussion ensued.

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Discussion ensued about flow testing and hydrant flushing. The hydrants are flushed twice a year, usually in the Spring and Fall. Flow testing is done whenever an improvement is done in the system.

Commissioner Gallant asked about the hydrant flow in Northfield. Scott Davis stated they know they have areas to address. In some areas it is just old pipes. They are trying to hit the biggest things first to get the most bang for their buck.

Commissioner Gallant asked if they felt they could cap the Fire District's exposure. Roland Seymour commented the reason they could do this is because they have Federal and State subsidized funds. Capital reserves have always been in their budget. They are able to do these projects and stretch out the loan payments over 20 to 30 years without impacting their overall bottom line figure because of this. They cannot commit to capping the Fire District's exposure at this time. Discussion ensued.

The rate structure was discussed.

The cost of installing hydrants was discussed.

Discussion ensued about putting a warrant article on the Water District warrant to bring it before the body about allowing the Water District Commissioners the latitude to work with the Fire District regarding capping the charge to the Fire District for hydrants.

It was agreed that the Fire District would be charged \$125,998.40 for hydrants in 2011.

Discussion ensued about when the Water District was formed.

The meeting recessed and the Fire District Commissioners proceeded to the Center Street Station.

Warrant Work Session at Center Street Station, 12 Center Street, Tilton

Commissioner Gallant reconvened the meeting at 6:30 PM.

Present: Commissioners Paul Auger, Pat Clark, Tom Gallant; Chief Brad Ober and Administrative Assistant Kathy Tobine.

Commissioner Gallant stated that one of the purposes of the meeting is to review the proposed warrant. He then stated we have had a bit of back and forth with the school. The school was not available on March 14th. With Kathy's persistence and calling back today to schedule for either Tuesday or Wednesday they very nicely rearranged their schedule so we could have it on the 14th.

Commissioner Gallant read the warrant.

TO THE INHABITANTS OF THE TILTON-NORTHFIELD FIRE DISTRICT, QUALIFIED TO VOTE IN DISTRICT AFFAIRS:

YOU ARE HEREBY NOTIFIED TO MEET IN THE WINNISQUAM REGIONAL HIGH SCHOOL CAFETERIA, ON ROUTE 3 IN TILTON, NEW HAMPSHIRE, ON MONDAY MARCH 14, 2011 AT 7:00 O'CLOCK IN THE EVENING TO ACT ON THE FOLLOWING:

He explained that most of it is repetitive year after year. Articles 1 and 2 deal with the Clerk and the Treasurer. The By-Laws say their term is either for one or three years. He first drafted these with the term at three years. Commissioner Clark had stated at the last meeting that in

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order to go from one to three years you need to get ratification of the body. Commissioner Gallant had requested Kathy contact DRA. DRA said they have no jurisdiction over this and recommended we contact our attorney. Kathy contacted Attorney Christine Fillmore at LGC. They got back to us today with some wording. The wording in Articles 5 and 6 is what they recommended.

Article 1: *To choose a Clerk for the ensuing one (1) year (Actual voting to be by official ballot on Tuesday, March 08, 2011 at the annual Town voting sessions in Tilton and Northfield at their respective polling places and times).*

Article 2: *To choose a Treasurer for the ensuing one (1) year (Actual voting to be by official ballot on Tuesday, March 08, 2011 at the annual Town voting sessions in Tilton and Northfield at their respective polling places and times).*

Article 3: *To choose a Fire Commissioner for the ensuing three (3) years (Actual voting to be by official ballot on Tuesday, March 08, 2011 at the annual Town voting sessions in Tilton and Northfield at their respective polling places and times).*

Article 4: *To accept the reports of the Treasurer and the Fire Commissioners and pass any vote relating thereto.*

Article 5: *To see if the District will vote to change the term of the elected District Clerk from one (1) year to three (3) years, beginning with the term of the District Clerk to be elected at next year's regular District Meeting.*

Commissioner Gallant stated this is the wording that was recommended. The wording is the same in Article 6 except it says Treasurer rather than Clerk.

Article 6: *To see if the District will vote to change the term of the elected District Treasurer from one (1) year to three (3) years, beginning with the term of the District Treasurer to be elected at next year's regular District Meeting.*

Article 7: *To see if the District will vote to raise and appropriate Ninety-Four Thousand One Hundred Dollars (\$94,100.00) for the purpose of purchasing Fire, Rescue and EMS Equipment, and paying the costs associated with collecting the Ambulance Charges, with said funds to be withdrawn from the Apparatus and Equipment Special Revenue Fund established under RSA 31:95-C (ADOPTED March 7, 2005).*

Commissioner Gallant stated this is the same number that you have in the budget minus the funds in Article 8 for the new ambulance.

Article 8: *To see if the District will vote to raise and appropriate One Hundred Eighty-Five Thousand Dollars (\$185,000.00) for the purchase of a new ambulance, with said funds to be withdrawn from the Apparatus and Equipment Special Revenue Fund established under Statute RSA 31:95-C (Adopted March 7, 2005).*

Commissioner Gallant added that as it relates to the budgets that were proposed by the Commissioners. We know it was collectively between the Commissioners, Brad who now is Chief, Kathy and Mike Robinson that those numbers were arrived at. The Budget Committee made no changes at all in those numbers in either the Apparatus & Equipment Fund or the Operating Budget. They asked questions about the new ambulance but because it was covered under a separate warrant article they did not deal with them. Because the Water District was a separate warrant article the chairman did not want to discuss that so it was not touched at all. Commissioner Clark asked if warrant articles were not voted on by the Budget

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Committee. Commissioner Gallant said they did not deal with them. Commissioner Clark asked if by State law they should be dealing with them. Commissioner Gallant replied they should. Even though it is covered by a separate warrant article it is part of an operating budget. Commissioner Clark asked if they didn't endorse them or anything. Commissioner Gallant replied that is correct.

Article 9: *To see if the District will vote to raise and appropriate the sum of One Hundred Twenty-Five Thousand Dollars (\$125,000.00) to pay for Pressurized Hydrants.*

Discussion ensued about changing the warrant article to read \$125,988. Commissioner Clark made a motion to change Article 8 to read \$125,988.48. Commissioner Auger seconded the motion. There being no discussion, vote was taken. All were in favor. Commissioner Gallant said a letter should be sent to the Water District summarizing the meeting tonight and clarifying what their position is and what they felt the Water District's position was. He will draft the letter, circulate it and get it out before the next meeting. Discussion ensued about tonight's meeting with the Water District. This article will be changed to read \$125,988.

Article 10: *To see if the District will vote to raise and appropriate the Budget Committee recommended sum of One Million Four Hundred Forty-One Thousand Nine Hundred Seventy-One Dollars (\$1,441,971.00) for General District Operations. **This article does not include special or individual articles addressed.***

Commissioner Gallant stated this does not include the \$125,000 in Article 9.

Article 11: *To see if the District, in accordance with RSA 33:7, will vote to authorize the Fire Commissioners to borrow money in anticipation of taxes.*

Commissioner Gallant stated he thinks this need to be here on an annual basis. He likes to remind the people they are giving them this authority.

Article 12: *To transact any other business that may legally come before the meeting.*

Commissioner Gallant stated it is a pretty straight forward warrant. There is nothing that is really going to cause any dissention except for the \$125,988.48. What this doesn't cover is the eight year Fire District plan which was approved by the Fire District, by the two town committee that was established to come up with a long term plan for the Fire District's housing needs. That was adopted last year. As of March 2010 at the annual meeting the 8 year plan went by the side of the road because the public did not see fit to put \$100,000 in the Land & Building Fund. The Commissioners have not changed the 8 year District plan. This is the year, 2011, that calls for \$100,000 to be put in the Land & Building Fund on this plan. A committee for the Park Street addition was not established because the body did not choose to establish it. What could still be considered is putting \$100,000 in the Land & Building Fund. After the District Meeting they need to revisit the plan.

Commissioner Auger made a motion to bypass the section of the 8 year plan for 2011 which calls for asking the body to raise and appropriate \$100,000 to be placed in the Land & Building Fund. Commissioner Clark seconded the motion. There being no discussion, vote was taken. All in were in favor of bypassing the 8 year plan this year. Commissioner Gallant said they should revisit the 8-year plan shortly after the District meeting.

Commissioner Clark brought up Articles 5 and 6. Commissioner Gallant read the paragraph of the letter from Attorney Christine Fillmore *The wording of the articles is prescribed by statute*

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as follows (drawn from the wording in RSA 41:16-b and RSA 41:26-b). Discussion ensued about the RSAs and the wording of the warrant articles.

Commissioner Gallant asked about putting a footnote to each article that the Commissioners approve or don't approve the articles. He feels they should be able to express their opinion on how they feel about the article. The Towns do it and the School District does it. Discussion ensued. It was decided that on Articles 7 and 10 they would say recommended by the Budget Committee and Board of Commissioners. Article 8 and 9 could say recommended by the Board of Commissioners. The Budget Committee took no action.

The warrant will be sent to DRA for review by Kathy tomorrow.

The public hearing on the Warrant is on February 7th directly following the Budget Committee Public Hearing at 6:30 PM.

Commissioner Clark recommended increasing the call company pay 2.5%. Chief Ober stated this could be absorbed within the budget. Discussion ensued. It was decided they will discuss this at the Commissioner's meeting in February.

Other Business

Commissioner Gallant said the Town of Tilton is involved with utilizing the services of young people who have come before the courts and been fined "X" number of dollars and are unable to pay the fine. The judge has the option of suggesting that in lieu of paying the fine that they put in "X" number of hours in public service. He used one of those kids with the Christmas Fund last year. Judge Ned Gordon is the one that does this. There is a 27 year old who needs to put in 61 hours. Tilton used him at the Town Hall to digitize all their records that need to be digitized. Services have been offered to us as a District. He will forward the information. You will need to provide feedback to Joyce and then she forwards it to the court. They have a time frame in which they have to complete the public service. Discussion ensued. Commissioner Auger and Commissioner Clark are willing to utilize this service. Commissioner Gallant is to get the information to Chief Ober.

Commissioner Gallant stated there seems to be a very cooperative effort going on between the Fire District and Water District. All agreed that it is getting better.

Commissioner Gallant stated Matt will be here tomorrow morning to finish the trim. The painter will be here tomorrow. He feels confident they can be done by the end of the week.

Non-Public Session

Commissioner Clark made a motion to go into non-public Session per RSA 91-A:3, II(a) to discuss personnel issues at 7:36 P.M. Commissioner Auger seconded the motion. There being no discussion, roll call vote was taken: Commissioner Pat Clark, yes; Commissioner Paul Auger, yes; Commissioner Tom Gallant, yes.

At 7:36 P.M. they have gone out of public session.

There being no further items to come before them in non-public session Commissioner Clark made a motion to go out of non-public session at 8:02 P.M. Commissioner Auger seconded the motion. There being no discussion, roll call vote was taken: Commissioner Pat Clark, yes; Commissioner Paul Auger, yes; Commissioner Tom Gallant, yes.

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At 8:02 P.M. they are back in public session.

Commissioner Clark made a motion to seal the non-public minutes until resolved and/or otherwise disposed of. Commissioner Auger seconded the motion. There being no discussion, vote was taken. All were in favor of sealing the minutes.

Other Business

Commissioner Gallant brought up the Labor Grade and Step policy. Commission Gallant stated they have not adopted COLA. It was decided this will be discussed at the meeting next month.

Adjournment

Commissioner Auger made a motion to adjourn. Commissioner Clark seconded the motion. There being no discussion, vote was taken. Vote was unanimous to adjourn.

The meeting adjourned at 8:04 PM.

Respectfully submitted,

Kathy Tobine
Administrative Assistant

Next Meeting Date, Time, Place: February 17, 2011 at 17:30. Meeting to be held at Tilton School, new Academic Building, 2nd Floor, Room 213, School Street, Tilton.