

## Tilton-Northfield Fire & EMS Commissioners' Meeting

Meeting Called By:	Commissioners	Date, Time:	October 17, 2012 at 17:30
Transcribed By:	Kathy Tobine	Place:	Winnisquam Regional High School, Media Center, 435 West Main Street, Tilton NH

Commissioners Present: Paul Auger, Patrick Clark, Tom Gallant  
 Staff Present: Treasurer Roland Seymour, Chief Bradley Ober, Captain Timothy Joubert and Administrative Assistant Kathy Tobine  
 Selectmen Present: Patricia Consentino and Sandy Plessner  
 Budget Committee Present: Jane Alden  
 Public Present: Judy Tilton

### Call to Order

Commissioner Clark called the meeting to order at 5:34 PM.

### Minutes

#### September 26, 2012

The Board reviewed the minutes of September 26<sup>th</sup>.

Commissioner Clark stated that he has not heard from the Belmont Board of Selectmen regarding a meeting. Chief Ober stated the Chief had called him. The Town Administrator will be calling Commissioner Clark and inviting us to a meeting in November.

Commissioner Clark asked Kathy if arrangements had been made to meet at Tilton Town Hall for the November 14<sup>th</sup> meeting. Kathy replied they were and we will be meeting in their Downstairs Meeting Room.

Commissioner Auger made a motion to accept the minutes as amended. Commissioner Gallant seconded the motion. Motion passed.

#### October 3, 2012 Public

The Board reviewed the public minutes of October 3<sup>rd</sup>.

Commissioner Gallant made a motion to accept the minutes as printed. Commissioner Auger seconded the motion. Motion passed.

#### October 3, 2012 Nonpublic

The Board reviewed the nonpublic minutes of October 3<sup>rd</sup>.

Commissioner Gallant made a motion to accept the minutes as printed. Commissioner Auger seconded the motion. Motion passed.

### Correspondence

Email from LGC. Member Update – Return of Surplus: Chief Ober explained this is an update on the \$20.8 million surplus the LGC Board of Directors voted to return to their members. They are not talking about a refund. They are talking about a *Contribution Holiday*. This is very premature. Discussion ensued.

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Public Comment

Tilton-Northfield Professional Firefighters Local 4659

Jane Alden asked the status of the negotiations with the Union. Commissioner Clark stated they have decided to go with Peter Phillips. He has sent a letter to the Union member's lawyer to see what they want to do. They have extended an invitation to meet with them but haven't heard back.

Jane asked if their position is against them forming a bargaining unit. Commissioner Clark stated they have not made a decision yet. First the discussion comes.

Jane asked why they felt it was in the Commissioners best interest to hire an attorney. Commissioner Clark stated that LGC recommended they have one. They told them that if the other side has an attorney, the best thing to do is have your own attorney present.

Jane asked how many total non exempt employees they have. Chief Ober stated it is 12. Discussion ensued about the actual number.

Commissioner Gallant stated there is nothing that has been scheduled on that.

Northfield Board of Selectmen

Commissioner Clark explained that the Northfield Board of Selectmen had approached him to meet with the Commissioners tonight regarding the Dispatch fees. Typically each town is billed and it does that throughout the Mutual Aid system. They would like to do that some other way. They wanted to give them feedback about that. The Commissioners invited them to talk about that. They may or may not come tonight as two of them are tied up.

Selectman Consentino stated they should have received a courtesy call about that so they could plan on hearing what they have to say. Commissioner Gallant stated it was an oversight that the Tilton Board of Selectmen was not informed.

Treasurer's Report

Treasurer Seymour presented the Treasurer's Report.

The account balances are as of today.

Apparatus & Equipment Fund	\$396,648.44
Debit Card Account	\$4,495.57
Operating Budget Account	\$365,421.46
Payroll Account	\$500.00
Land & Building Fund	\$217,814.70
Health Insurance Deductible	\$4,828.27

Apparatus & Equipment Fund

Treasurer Seymour commented that a check has been issued for the 50% down payment on the Quint in the amount of \$314,998.00.

The ambulance charges are for nine months collections. That is about \$26,000 a month. If the averages pan out you will be over budget.

Operating Budget

Treasurer Seymour went over the report.

Treasurer Seymour commented that a phone call was received from Shelley Gerlarneau at DRA. She stated that we have been collecting the wrong amount from the Towns. They say that we should be collecting the commitment amount rather than the assessed amount. He has talked with them and requested that they provide him with documentation stating we are allowed to collect the commitment. Discussion ensued. It was decided that when the documentation is received from DRA it will be forwarded to the Commissioners and Boards of Selectmen.

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Cash Flow

Treasurer Seymour stated that the Cash Flow this projects the revenue and expenses over the rest of the year. The only thing he made note of was that the Finance Manager in Tilton emailed him and requested we allow them to reduce their payments for October and November. He saw no reason not to allow them to do that. It does not adversely affect our cash flow.

Commissioner Gallant made a motion to accept the Treasurer's Report. Commissioner Auger seconded the motion. Motion passed.

**Fire Prevention Report**

Captain Joubert presented the Fire Prevention Report.

It has been a fairly busy month. Along with doing inspections, Fire Prevention Month has started. There are three events going on this weekend. Next week is the start of them getting into the schools. They will be at Union Sanborn School next week. Following that will be Southwick School. They will be focusing on 9-1-1 and the use of that. Discussion ensued.

Captain Joubert reported that they had the opportunity to meet with the Shalimar this week. They are expecting to receive plans for a fire alarm system for that facility.

Commissioner Auger asked if they went to other places like Spaulding Youth Center for Fire Prevention. Captain Joubert replied that they do. They went to The Ark and have others scheduled.

Commissioner Clark asked about Residential Life Safety. Captain Joubert stated that is an inspection of a single family rental property. It was a re-inspection to see if some violations had been corrected. Commissioner Clark asked if there was a charge for that. Captain Joubert replied there was not.

Commissioner Clark asked about the Fire Prevention Day at Home Depot. Captain Joubert explained that it is Saturday and we will be involved in it. The Fire Prevention Trailer will be there. The PD will be there finger printing the kids and Franklin Fire will also have some equipment there. It is a pretty popular event for them.

Chief Ober stated we will be at Shaws with Tilton PD for the Vicy Virgin Food Drive on Saturday.

Captain Joubert stated we will be at Southwick School on Sunday for the PTO event.

Commissioner Auger asked if the Arches had been straightened out. Captain Joubert stated we are continuing to work with them. Discussion ensued.

Commissioner Clark asked about the incident response report. Captain Joubert explained that if we have a second call, he will respond to that if he is on duty.

**Chief's Report**

Chief Ober stated the first page is the highlight of his monthly activity.

Commissioner Clark asked about the Zoll equipment. Chief Ober stated they are scheduled for November 5<sup>th</sup> for the training on the AutoPulse. He will try to schedule a demonstration for the November meeting.

Chief Ober stated he has included a different report. It gives a total count of each town we go to. Discussion ensued about the report. The Commissioners all liked this report.

Chief Ober stated the rest of the reports are the reports they normally receive.

Discussion ensued about call trends.

Chief Ober stated that Captain Hall put together a two part training on water supply. Three weeks ago they did the classroom part. Monday they did a water supply drill. They included up to their second alarm assignment. It was held at Spaulding Youth Center. Discussion ensued about the drill.

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Chief Ober stated he received an email today from the attorney at Devine Millimet through LGC that is reviewing our policies. She is backlogged and it will be another week or so.

Chief Ober stated the mop sink in the kitchen has been completed.

Chief Ober stated the generator has been ordered. We are looking to get that installed by the end of October. The gas line has been installed. Discussion ensued.

Chief Ober stated the trip to Snyder, Nebraska, that he, Captain Hall and Firefighter Gilman did was very successful. They spend 10 or 11 hours on Thursday going through the truck specs. They have a lot of success when they do these preconstruction meetings. It was time well spent.

Chief Ober gave a report on the cardiac arrest call about two weeks ago at Eptam Plastics. It was a second call for us. While enroute they received an update that the patient had gone into cardiac arrest and they had started CPR. Our ambulance hadn't signed on yet so the engine driver immediately requested Belmont. It was a very good effort on everyone's part. The engine driver was by himself for the first few minutes. He did a very good job in initiating patient care. He used a couple of the workers from Eptam who had been given instructions by 9-1-1. They helped him with chest compressions while he set up other things. He and Captain Joubert met with their safety and personnel managers yesterday and talked with them about getting AEDs ordered and CPR training. The State has renewed a contract with two vendors that had previously participated in a grant program for AEDs. They have extended the pricing until 2015. They gave them that information and he believes they are going to invest in that. Discussion ensued about AEDs.

Chief Ober reported that Engine 2 did not reach its capacity during its pump test. It is rated at a 1,250 gallon per minute pump. It only pumped 1,088 gallons which is an indication that it is starting to need some repair. It is going to affect the trade value. They have indicated that the trade value they are going to offer us is \$5,000. He does not recommend repairing the pump. Discussion ensued.

Commissioner Gallant stated they now have a manager at the Senior Center. They are open Monday, Tuesday, Wednesday and Thursday with a manager there from 8:00 AM until 3:00 PM. They are open on Friday from 9:00 AM until 1:00 PM. They are having programs in there. They have been getting good results. They are juggling to get their license to serve meals. They intend to start serving three days a week on November 3<sup>rd</sup>. The hood was ordered today. The sink is in place. Those are the two things needed to get certified. He would request Captain Joubert come in a month to sit down with the people that are there. He feels it is important to keep a high profile there. Chief Ober stated that once the manager is ready, they have some fire safety programs targeted at that age they can give.

## New Business

### Purchasing Requests

Chief Ober presented a purchasing request for converting the oil burner to natural gas. He has one quote so far, is waiting for a second one and is arranging for a third. He requested the Board entertain a cap of \$5,000 so we don't have to wait for the next Board meeting in November and then getting way into December before completing the project. Discussion ensued.

Commissioner Gallant made a motion that they set a cap expenditure on the conversion to gas for heating, that portion only, at \$5,000. Commissioner Auger seconded the motion. Discussion: Commissioner Gallant stated the only thing he would add to that is the Chief would be authorized to get three bids, make a suggestion on which bid they should go with, run it by the Chair and go forward and have it done. Commissioner Auger agreed to revise the motion.

Commissioner Gallant made a motion that they set a cap expenditure on the conversion to gas for heating, that portion only, at \$5,000. Chief Ober is authorized to get three bids, made a suggestion on which bid they should go with, run it by the Chair and go forward and have it done. Commissioner Auger seconded the motion. There being no discussion, vote was taken. Motion passed unanimously.

### Electric Supply Choice

Commissioner Auger stated he is recommending that we purchase our electricity from another supplier. Your power is purchased from one supplier and PSNH delivers the power. You still receive one bill

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from PSNH. He did and his bill has reduced by 15% since he switched over saving him \$12 to \$13 per month. Discussion ensued. Commissioner Gallant made a motion to go forward and sign on for one year with Resident Power. Commissioner Auger seconded the motion. There being no discussion, vote was taken. Motion passed unanimously. Commissioner Clark signed the agreement.

Old Business

IV Pump Agreement

Chief Ober stated he received the revised IV Pump Agreement from LRGHealthcare for the Commissioners to sign. There being no discussion, all three Commissioners signed the agreement.

Other Business

2013 Budget

Commissioner Clark asked Chief Ober if he had started working on the budget. Discussion ensued about the health insurance deductible reimbursement. The Commission requested Kathy get a price comparison on the health insurance with the coverage we have now and no deductible.

Adjournment

Commissioner Gallant made a motion adjourn. Commissioner Auger seconded the motion. There being no discussion, vote was taken. Motion to adjourn passed unanimously.

The meeting adjourned at 19:00.

Respectfully submitted,

Kathy Tobine  
Administrative Assistant

**Next Meeting Date, Time, Place:** November 14, 2012 at 17:30. Meeting to be held at Tilton Town Hall, 257 Main Street, Tilton.