

Tilton-Northfield Fire & EMS Commissioners' Meeting

Meeting Called By:	Commissioners	Date, Time:	March 27, 2013 at 17:30
Transcribed By:	Kathy Tobine	Place:	Tilton Town Hall, Downstairs Meeting Room, 257 Main Street, Tilton NH

Commissioners Present: Paul Auger, Patrick Clark, Tom Gallant
 Staff Present: Chief Bradley Ober, Deputy Chief Michael Robinson, Firefighter Duane Harbour and Administrative Assistant Kathy Tobine
 Tilton Selectmen Present: Sandy Plessner and Patricia Consentino
 Northfield Selectmen Present: Kevin Waldron
 Budget Committee Present: Jane Alden
 Public Present: Eric Pyra

Call to Order

Commissioner Clark called the meeting to order at 5:31 PM.

Election of Chairman

Commissioner Auger nominated Commissioner Gallant as Chairman. Commissioner Clark seconded the motion. There being no discussion, vote was taken. Motion passed.

Commissioner Gallant congratulated Commissioner Clark on his reelection to the Board of Commissioners.

Minutes

January 2, 2013

Commissioner Auger made a motion to accept the minutes as amended. Commissioner Clark seconded the motion. Discussion ensued about the changes that were made. There being no further discussion, vote was taken. Motion passed unanimously.

February 20, 2013

Commissioner Clark made a motion to accept the minutes as printed. Commissioner Auger seconded the motion. There being no discussion, vote was taken. Motion passed unanimously.

March 13, 2013

Commissioner Auger made a motion to accept the minutes as printed. Commissioner Clark seconded the motion. There being no discussion, vote was taken. Motion passed.

Correspondence

Sanbornton Board of Selectmen

Commissioner Gallant read the letter from the Sanbornton Board of Selectmen to the Belmont Board of Selectmen. They had copied the Tilton Board of Selectmen and the Fire District. He explained this was the result of the article that appeared in the paper where the comments of the Fire Chief in Sanbornton may have been misinterpreted. Discussion ensued.

Commissioner Clark stated he knows there is a letter from the Tilton Board of Selectmen coming up. He thinks the governing bodies of the three areas out to be principals on the committee. The governing body here is the Tilton-Northfield Fire District. In Sanbornton it is the Selectmen and in Belmont it is the Selectmen. Commissioner Gallant stated the time to do that is not yet. They should generate a letter addressed to both boards indicating that when the time is appropriate they have not closed the door to the thoughts of looking at it, when they all mutually agree that when it is the appropriate time they will look at it. Discussion ensued. Commissioner Clark stated he would like the letter to state that it be the

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governing bodies that are meeting. That would be the Belmont Selectmen, the Sanbornton Selectmen, Tilton-Northfield Fire Commissioners and the Fire Chiefs from the respective towns. Commissioner Gallant stated he thinks a letter should be sent stating when the time is appropriate they haven't closed the door to it. When the time is right they would like to sit down and talk about it. He would craft a letter which said if the Towns of Sanbornton and Belmont are still interested in pursuing this idea.

The Commissioners and the Chief agreed they would pursue further when the time is right. It was agreed that Commissioner Gallant will craft a letter to be sent to the Board of Selectmen of Sanbornton & Belmont and they should direct all correspondence should be directed to the Commissioners of the Tilton-Northfield Fire District.

Gilford Board of Fire Engineers

Commissioner Gallant read the letter from the Gilford Board of Fire Engineers. This was a thank you for the use of Engine 2 over the past year.

Tilton Board of Selectmen

Commissioner Gallant read the letter from the Tilton Board of Selectmen in response to the letter from the Sanbornton Board of Selectmen. The Tilton Board of Selectmen is very supportive of keeping the lines of communication open between the communities of Tilton, Sanbornton and Belmont. They are interested in continuing discussions regarding fire and emergency service coverage for the Winnisquam area. Selectmen Joseph M. Jesseman has volunteered to serve as their representative on the committee to explore these issues of mutual concern.

Commissioner Gallant stated they will pursue what they have just discussed and will place on file the fact that Joe has offered to be on that committee. They need to express their support as the governing body of the District.

Devine Millimet

Commissioner Gallant read the letter from Devine Millimet concerning Attorney Mark T. Broth's resignation and our legal representation on the items Attorney Broth is currently working on. Commissioner Clark made a motion to explore Devine Millimet and the firm Mark is going to, Drummond Woodsum. Commissioner Auger seconded the motion.

Discussion: Commissioner Clark gave background information on our usage of Devine Millimet. He recommends that we keep the players working on the different parts that they are working on. Commissioner Gallant stated the letter specifically addresses the cases that Mark Broth is currently working on. Do we want to retain their services as it relates to these cases? What do we want to do?

Commissioner Clark and Commissioner Auger both agreed they were comfortable having the files currently being handled by Mark T. Broth, Esq., transferred to him at Drummond Woodsum. They further agreed that Commissioner Gallant would sign the necessary form.

Devine Millimet

Commissioner Gallant stated there is another letter from Devine Millimet. He believes it should be taken up under nonpublic session as it deals with a matter that has been before them in nonpublic.

Gretchen Wilder

Commissioner Gallant read the following letter addressed to Commissioner Clark from Gretchen Wilder regarding the increase in Line 412, Water.

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Gretchen Wilder
27 Susan Lane
Northfield, NH 03276
603-455-2307 / cell
gretch_nh@hotmail.com

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Tilton-Northfield Fire District
12 Center Street
Tilton, NH 03276
Comm. Clark, Chair

Dear Commissioner Clark:

Due to a scheduling conflict, I am unable to attend your meeting tonight to discuss the issue outlined in this letter in person.

I would like this letter acknowledged and read into the minutes of tonight's meeting.

At the February 13, 2013 TNFD Budget Committee Public Hearing, I asked why the line item for Category 412 (water) had increased. Fire Chief Ober spoke directly to this inquiry. The approved meeting minutes reflect the following:

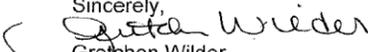
Water (412) – Gretchen Wilder asked why this line has gone up. Chief said it was due to a rate increase in July of last year.

I have since spoken with Tilton-Northfield Water District Commissioner Scott Davis and learned that there was no rate increase implemented by the TNWD. It appears that the line item increase was actually due to a two or three fold increase in water usage rather than a rate increase as stated by Chief Ober.

What am I to think when presented with data or responses from Chief Ober when I cannot rely on the information provided being accurate or correct? I firmly believe that the Chief's misrepresentation of the facts is intentional.

This is one of many authenticated reasons not to trust him or anything he says or data he provides, and certainly falls far short of the level of professionalism that should be expected of our Fire Chief!

I would submit that Brad Ober should not be representing the TNFD in any capacity.

Sincerely,

Gretchen Wilder
Northfield resident

Chief Ober spoke to this. It was the Sewer rates that increased. The Water line increased by \$100 from last year. In the budget narrative it stated that the Sewer rates increased. He misspoke at the public meeting.

Commissioner Gallant requested Commissioner Clark respond to the letter since it went to him personally and copy him and Commissioner Auger on it.

Public Comment

Commissioner Gallant congratulated Selectman Kevin Waldron on his election to the Northfield Board of Selectmen.

Treasurer's Report

Commissioner Gallant stated that Treasurer Seymour was not present tonight. Commissioner Clark stated he had talked with Roland and this is the time of year where he is straight out. Commissioner Gallant recommended that any questions regarding the reports be gotten to Kathy to send to Roland. Commissioners Auger and Clark stated they would wait until Roland was present to discuss them.

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Fire Prevention Report

Chief Ober stated Captain Joubert is on vacation. His report for this month will be included with next month's report.

Commissioner Gallant asked if there was anything new going on. Chief Ober responded there is nothing.

Commissioner Auger asked Chief Ober if he had any information on The Arches as he had heard some stories. Chief Ober responded there is a buyer interested in putting in a drug and alcohol rehab facility that includes a medical treatment detox. A little bit more severe of a treatment facility. The first step is going through DHHS to get licensed. Discussion ensued.

Chief's Report

Chief Ober presented his report. There was nothing really too major as far as incidents went in February. It was a pretty slow month. The year to dates are pretty normal.

Commissioner Clark stated someone had contacted him regarding fireworks. Chief Ober had told him that there were no incidents related to fireworks. Discussion ensued about how that was tracked.

Call Company Pay

Chief Ober stated the Department of Labor has approved our request to pay the Call Company on a monthly pay basis. The first month coincided with the end of the first quarter so they received their first quarter. March will be the first month with payment issued by April 8th.

COMSTAR

COMSTAR started using our bundled rates as of February 27th.

Department Reorganization

Chief Ober stated that in an attempt to improve department operations during training, emergency response and other activities a reorganization plan will be implemented effective Monday, April 1, 2013. They have lined up the Call Lieutenants with Shift Captains and rearranged the call personnel so the Shift Captain (ex. Tim) and Call Lieutenant (ex. Tom) work together with a specific group of individuals. If they are working on a program with Tom and he is not available, they can come in and talk with Tim about it. They are hoping they can streamline some of the lines of communications, improve some of the responses to incidents and attendance to training.

Commissioner Gallant asked how that had been received. Chief Ober stated everybody is on board with and excited about starting it. They believe it will improve the lines of communication between the call and career staff. They will be focusing on availability, training, continuity, consistency and accountability. Commissioner Gallant asked what prompted this. Chief Ober replied it was the general realization of low attendance at incidents and trainings. A couple of comments from call firefighters that they didn't know who to go to for certain things. Not really a sense of direction for them.

The Commissioners asked Deputy Robinson for his input on this. Deputy Robinson stated absolutely. They have discovered in spurts that if you give the officers a focus to find out where this guy was. The rule is they call in. You need to be accountable for your people, your people need to be accountable to us. Find out what is going on. Attendance went right back up again. If there is a problem and your Lieutenant is not available, maybe your Captain is. There is a defined officer. There is that direction for that person to go to. Discussion ensued.

The Commissioners asked Firefighter Harbour his thoughts on this. He responded that he thinks it will work. He sees it as a positive step. Further discussion ensued.

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Explorer Program

Commissioner Auger asked about the possibility of having an Explorer program. Chief Ober stated he has had some inquiries about that. They need to get some other things into play before they start taking on new projects then they will see where that might go. Discussion ensued.

Intern Program

Commissioner Gallant asked about the possibility of utilizing an intern program. Chief Ober stated we could do that. The problem is we don't have any place to house them. They would need to be a commuter. He is looking into that. He stated we currently have a Fire Prevention Intern two days a week. Discussion ensued.

New Business

Ratify 2013 Operating Budget and Apparatus & Equipment Fund Budget

- Commissioner Gallant made a motion to approve the Apparatus & Equipment Fund Budget at \$75,500 which is the amount that was approved at the annual meeting. Commissioner Clark seconded the motion. There being no discussion, vote was taken. Motion passed unanimously.
- Commissioner Gallant made a motion to approve the Operating Budget at \$1,628,052. That amount was approved at the annual district meeting. Commissioner Auger seconded the motion. Discussion: Chief Ober asked if the \$450 reduction had been removed from the budget. Kathy replied yes. There being no further discussion, vote was taken. Motion passed unanimously.

LGC Property-Liability Trust

Chief Ober stated we have received the paperwork from LGC on our Property-Liability insurance. They want us to start the renewal process. It has a renewal date of July 1st. With the current state he wanted to get direction from the Board. Commissioner Clark wants to get a comparison. Commissioner Gallant wants us to contact them and see if there is a penalty to pull out and find out what the dollar amount is. Discussion ensued.

Chief Ober stated that LGC just got nabbed again. He doesn't know if they are going to be able to survive this as a company. We are going to start getting other prices for insurance. Discussion ensued.

Federal Surplus Property Program

Chief Ober explained that in order to participate in purchasing items from the White Farm, the Board needs to sign off. We already belong; this is just the renewal the Board needs to sign. The Board signed the necessary paperwork to continue to participate.

Bills

Chief Ober asked if the Board would approve the payment of utility bills, retirement system, health insurance monthly payments without waiting for the manifest. They will be listed on the manifest. Kathy would be able to cut the checks when the bills come in so we don't incur late fees. Discussion ensued. Authorization was discussed and it was mutually agreed that payment of the utilities to include electric, gas, telephone, monthly health insurance premiums and retirement. Authorization was given to go forward with that. The Commissioners will monitor that and if there is any problem they will bring it up again.

Old Business

Electric Provider

Commissioner Auger asked if we had switched over to a different electric supplier. Kathy explained that we have been switched to PNE Energy Supply at Center Street and are waiting for the bill on Park Street to see if that has been switched again as well.

Commissioner Meetings

Commissioner Clark asked Commissioner Auger if he had checked with Northfield about holding our meetings at Northfield. Commissioner Clark stated he had called and talked with Glenn about asked

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the Selectmen at their meeting last night. Commissioner Auger stated we have a Selectman here tonight, ask him. Selectman Waldron stated we are more than welcome. Commissioner Clark stated there is a conflict with the third Wednesday of the month. We will have to move our meeting to either the second or the fourth Wednesday. Commissioner Clark made a motion to accept the invite by Northfield Selectmen to meet at the Northfield Town Hall on the second Wednesday of the month unless otherwise notified at 5:30. Commissioner Auger seconded the motion. Discussion: Commissioner Gallant stated he has a conflict with the second Wednesday and asked why we can't meet downstairs. Commissioner Clark stated it is not handicap accessible. Commissioner Gallant stated he will have to change things around. There being no further discussion, vote was taken. Commissioners Clark and Auger for, Commissioner Gallant abstained. Motion passed.

Nonpublic Session

Commissioner Patrick Clark made a motion to go into nonpublic session. Commissioner Paul Auger seconded the motion.

Specific Statutory Reason cited by Commissioner Clark as the foundation for the nonpublic session on the minutes of:

July 18, 2012 under RSA 91-A:3, II(a) *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, **unless** the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.*

February 20, 2013 under RSA 91-A:3, II(a) and (c) *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, **unless** the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted and Matters which, if discussed in public, would likely affect adversely the reputation of any person, **other than a member of this board**, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.*

March 13, 2013 under RSA 91-A:3, II(e) *Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against this board or any subdivision thereof, or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled.*

Roll Call vote to enter nonpublic session:	Paul Auger	Yes
	Patrick Clark	Yes
	Thomas Gallant	No

Motion Passed.

Nonpublic session entered at 6:50 p.m.

Public Session

Commissioner Thomas Gallant made a motion to leave nonpublic session and return to public session. Commissioner Auger seconded the motion.

Roll Call Vote to exit nonpublic session:	Paul Auger	Yes
	Patrick Clark	Yes
	Thomas Gallant	Yes

Motion Passed.

Public session reconvened at 7:18 p.m.

Note: Under RSA 91-A:3, III. *Minutes of proceedings in nonpublic sessions shall be kept and the record of all actions shall be promptly made available for public inspection, except as provided in this section. Minutes and decisions reached in nonpublic session shall be publicly disclosed within 72*

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*hours of the meeting, unless, by recorded vote of 2/3 of the members present, it is determined that divulgence of the information likely would affect adversely the reputation of any person **other than a member of this board**, or render the proposed action of the board ineffective, or pertain to terrorism. In the event of such circumstances, information may be withheld until, in the opinion of a majority of members, the aforesaid circumstances no longer apply.*

Minutes of July 18, 2012

Commissioner Clark made a motion to seal the meeting minutes of July 18, 2012 as it has been determined that divulgence of this information likely would likely affect adversely the reputation of any person other than a member of this board. Commissioner Auger seconded the motion.

Roll Call Vote to seal these minutes:	Paul Auger	Yes
	Patrick Clark	Yes
	Thomas Gallant	Yes

Motion Passed.

Minutes of February 20, 2013

Commissioner Auger made a motion to seal the meeting minutes of February 20, 2013 as it has been determined that divulgence of this information would likely affect adversely the reputation of any person other than a member of this board. Commissioner Clark seconded the motion.

Roll Call Vote to seal these minutes:	Paul Auger	Yes
	Patrick Clark	Yes
	Thomas Gallant	Yes

Motion Passed.

Minutes of March 13, 2013

Commissioner Gallant made a motion to seal the meeting minutes of March 13, 2013 as it has been determined that divulgence of this information would render a proposed action ineffective. Commissioner Clark seconded the motion.

Roll Call Vote to seal these minutes:	Paul Auger	Yes
	Patrick Clark	Yes
	Thomas Gallant	Yes

Motion Passed.

Any Other Business

Correspondence

Commissioner Gallant stated that as Chairman of the Board he will not have any personal emails from anybody. Everything is going to go through the office. It will be mailed to the office. Discussion ensued.

April Meeting

The meeting in April will be on the 10th. Discussion ensued about signing the mid-month manifest. Kathy is to make arrangements for the meeting. Discussion ensued about obtaining a key.

Audio Video Equipment

Commissioner Clark brought up the audio video recording of our meetings. Discussion ensued about purchasing equipment. Discussion ensued about where the recordings would be posted.

Manifest

The March 27, 2013 manifest was reviewed, approved and signed.

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Adjournment

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

The meeting adjourned at 7:36 p.m.

Respectfully submitted,

Kathy Tobine
Administrative Assistant

Next Meeting Date, Time, Place: April 10, 2013, at 17:30. Meeting to be held at Northfield Town Hall, 21 Summer Street, Northfield.