

Tilton-Northfield Fire & EMS Commissioners' Meeting

Meeting Called By:	Commissioners	Date, Time:	07/17/2013 at 17:30
Transcribed By:	Kathy Tobine	Place:	Northfield Town Hall, 21 Summer Street, Northfield

Commissioner Auger called the meeting to order at 5:30 PM.

Present: Commissioners Paul Auger, Les Dolecal and Patrick Clark, Treasurer Roland Seymour, Chief Brad Ober, Deputy Chief Mike Robinson, Admin Asst Kathy Tobine, Captain Tim Joubert, Firefighter Luke Wakefield.

Tilton Board of Selectmen Present: Sandy Plessner, Katherine Dawson, Pat Consentino

Budget Committee Present: Donnie Stevens, Jane Alden

Public Present: Dick Stevens

New Employee Introduction

Chief Ober introduced Firefighter Luke Wakefield. Luke is a FFII and Paramedic. He came to us from Prescott, AZ.

Minutes

June 12th Public

Commissioner Clark made a motion to accept the minutes as written. Commissioner Dolecal seconded the motion. Discussion: Commissioner Clark asked about the bylaws from LGC. Kathy explained they were emailed to them the day after the meeting on June 12th. Commissioner Clark asked if the videos were on the website. Kathy explained there are two of them up but she has had a problem with the website. She will get them posted as soon as it is fixed. There being no further discussion, vote was taken. Motion passed unanimously.

June 12th Nonpublic

Commissioner Auger made a motion to accept the minutes as written. Commissioner Clark seconded the motion. Discussion: Form needs to be changed to reflect Commissioner Dolecal in all locations as one location was missed. There being no further discussion, vote was taken. Motion passed unanimously to accept the minutes as corrected.

Correspondence

Town of Tilton

A letter was received from the Board of Selectmen asking the Commissioners to attend a meeting on July 25th with the Sanbornton Board of Selectmen.

Commissioner Clark stated he thought this was addressed with the letter they sent back to the Board regarding the issues in East Tilton. They would like to discuss it with the three governing bodies; the Belmont Selectmen, the Sanbornton Selectmen and the Tilton-Northfield Fire & EMS Commissioners. He would like to follow through on that. He is not in favor of attending this meeting for the purpose of getting together to discuss everything with the three governing bodies and the Board of Selectmen in Tilton. He contacted at least two of the Selectmen on his own expressing his feelings about the letter they had sent and invited them to the meeting tonight to talk about it.

Commissioner Dolecal stated she agreed with Commissioner Clark. It has to be a planned process. It has to be in accordance with all the requirements the Commissioners and the Towns are bound by. They need to proceed appropriately through the process.

Pat Consentino stated that if they go by what the Towns and the District are bound by they would include the Tilton and Northfield Selectmen in the discussions. Commissioner Clark asked where in the RSA it states what the jurisdiction of the Town is in relation to fire service. Katherine Dawson stated the selectmen of any town are responsible for the prudential affairs of the town and spoke to what the Towns are bound by. Their responsibility is the safety of their citizens whether it is police or fire. Discussion ensued about each governing body's responsibilities.

Katherine Dawson asked why this governing body would not want the other governing bodies of the towns in the District involved in such discussions. Commissioner Clark stated through RSA 52 they are responsible for fire service, ambulance service and for providing water for fire service. There is a general feeling they are more than happy to take this on and more than happy to have anyone in the public, including the Tilton Selectmen, to be available and to provide input. In terms of the people who decide on what is being put together, it is the governing bodies in charge of the fire service who should put that together.

Donnie Stevens stated, "You know what your job is and they know what their job is." He wanted to know why the Commissioners don't want them there. Commissioner Auger stated that several years ago they made a decision, went ahead bought some real estate and assumed the fire department would be part of that. Pat Consentino stated that is not so. They did not do that. Look at the warrant article. It never was their intent. Commissioner Clark stated he would be more than happy to have the Tilton Selectmen there. He is interested in getting their feedback. The people at the table are the governing bodies.

Pat Consentino stated they can offer some valuable input. They should all come together for the betterment of our community. The Commissioners need to go to the District meeting banded together as a community, not fighting each other, to bring the issues forward.

Les Dolecal stated it would be foolish not to have the input of the people who are going to be served by the Fire District. They are all looking forward to working together as a group. They have to do it legally, thoughtfully and make sure that everybody is present and represented.

All the views have to be represented so they can sift through it. Pat Consentino stated they should check into it legally for their role as Fire Commissioners. They have checked into it on their end and know what their duties are as a Selectman. They should be a part of it instead of being pushed aside and ignored. "Instead of fighting on this, let's all join together and get the job done."

Donnie Stevens stated they know they have to do something about the Center Street station. They need decent living quarters for the men. He doesn't know why both can't be addressed at the same time. Discussion ensued about East Tilton, Center Street and Park Street.

Sandy Plessner stated this started when they were invited to Sanbornton to meet with the Board of Selectmen. Belmont Selectmen and the Fire Commissioners were invited as well. During that meeting they talked about many different things in how they can help each other out and share in the cost of everything. There was a lot of communication. This is in the spirit of continuing with this and keeping the lines of communication open.

Commissioner Clark stated that they would like to have the governing bodies that are responsible for fire service be there initially. Anything they do will be fact finding. Then they need to come together with a game plan and move forward.

Pat Consentino stated there is a misconception to what they feel about facilities. What they want is for the betterment of the Fire District. They know from the last facilities committee what the needs are.

Katherine Dawson commented on RSA52 and who can change the boundary of the Fire District. Discussion ensued.

Deputy Robinson commented that it sickens him to hear this talk about splitting again. They keep talking about regionalization. Regionalization is not new to us. We have been doing this for a long

time. This is regionalization, communities working together. Let's get together and get those committees and see if we can't get something done.

Public Comment

Pat Consentino asked how they were going to address the loss of our EMT that we are losing on July 31st. Chief Ober stated he will be discussing that with the Commissioners tonight.

Treasurer's Report

Roland Seymour reported that the Account Balances are as of today. When he reconciles the accounts it is to the end of the month.

Apparatus & Equipment Fund	\$541,643.77
Operating Account	434,304.54
Debit Card	5,000.00
Payroll Account	500.00
Land & Building Fund	218,123.66
Health Insurance Deductible	4,828.27

Roland stated the revenue for the Apparatus & Equipment Fund is about \$30,000 less than in the prior year. There is no rhyme or reason for it. Chief Ober stated that our call volume was down. The billing runs about three months behind. It is a reflection of call volume. It will take a while to catch up.

Roland stated the Operating Account is up-to-date with two payments from Northfield and Tilton through July. Commissioner Clark asked if he saw anything out of line. Roland stated that it is unfair for him to comment on it as he does not deal with it on a daily basis. We are right on track.

Public Comment

Donnie Stevens stated Pat Clark called him last night and asked him to come to the meeting tonight regarding the Chief's car. He wanted everyone to understand that he did not complain. He saw the Chief's car in Ashland on May 1st. He went to Flanders garage and commented that there must have been a mutual call in Ashland. He doesn't want anyone to think he was spying on the Chief. He picks a kid up between 7:30 AM and 7:45 AM every day in Ashland to take him to school.

He stated he asked Commissioner Clark what the policy is regarding the use of the vehicle. He was told that there wasn't one. Donnie stated, "If you are going to have a policy it should include all fire department vehicles."

Commissioner Clark stated at the last meeting that a few people had mentioned to him that they had seen the Chief coming from up north to work. Donnie stated the Chief is a single guy and he lives in Tilton but that doesn't mean he has to sleep there. "If you don't have a policy, forget it. Maybe you should think it out a little bit."

Commissioner Auger asked Dick Stevens if he had anything to say. Dick stated he had the same thing to say that Donnie did.

Fire Prevention Report

Captain Joubert presented the Fire Prevention Report. There has been a lot going on in the communities.

- Lochmere Meadows Phase II has opened and is becoming occupied.
- Walmart is continuing with their construction project and we continue to work with them.
- Sealite is up and running at 61 Business Park Drive. They make nautical buoys.
- In Northfield, the building formerly known as The Arches is now Carriage House. It is working on getting licensed with the State of New Hampshire
- They are continuing with public education. They conducted a fire extinguisher training at the Tanger Outlets for management and staff.

- Last year they received a grant from 3M for an iPad. They have that up and running now.

Commissioner Clark asked if there is a sprinkler system at 61 Business Park Drive. Captain Joubert said no. The Chief and he met with them. They determined that with the proper precautions and the understanding that a sprinkler will eventually be in place and they gave them a two year window to complete that. They are taking extra precautions beefing up different fire alarm devices and fire protection on office walls. At the end of the two year window the sprinkler system will be in place. Discussion ensued about the business.

Captain Joubert stated that the area used for general storage at Autumn Drive has been transformed into a sports area. They have put down artificial turf.

Commissioner Auger asked about the tent inspections. Captain Joubert explained that these are done mainly during bike week. They need an Occupancy Permit.

Commissioner Auger asked about the location of Sarah's Second Hand Store.

Commissioner Auger asked about CG Trust complaint. Captain Joubert explained that is a condo complex and they had received a complaint about gas grills on decks. He had followed up on it.

Commissioner Auger asked about Autumn Drive gas inspection. Captain Joubert explained what was involved with that. Commissioner Auger asked if we were liable for that if something happened. Chief Ober explained that all we are doing is confirming the person installing is properly licensed and then giving approval for the gas company to connect.

Chief's Report

Chief Ober stated they have his report in their packet.

Commissioner Auger asked about the Gunstock Stock Tough Mudder After Action Review. Chief Ober explained that June 1st Tough Mudder leased Gunstock for a planned event. He went in to detail about the event. Our crew got kudos from the State EMS Office. They were treating 14 patients all at one time. This meeting was a review with everyone involved. Commissioner Auger asked about the cost. Chief Ober explained that Tough Mudder is paying for that.

Commissioner Auger asked how the aerial training went in Bristol. Chief Ober explained we were able to put a bunch of people through some aerial operations.

Commissioner Auger asked if Chief Ober saw anything new at the New England Fire Chief's conference. Chief Ober stated there were some new trucks and new air packs. They met with Smeal reps and they had a good conversation with them. They talked with the rep that sold us the rescue. There wasn't a whole lot of new equipment.

Commissioner Clark asked about the quint. Chief Ober stated that Captain Hall, Firefighter Smith and Firefighter Powell are going out on the 22nd. If everything goes well the truck is scheduled to come to Connecticut. If that goes well we are looking at mid-August for the delivery.

Chief Ober stated that he and Kathy are meeting with Karen Demers for the USDA Rural Development grant. It looks like we might be getting the grant he put in for last year on the Zoll monitors. There is a question as to whether they will allow us to include the trade value.

Chief Ober stated we received another grant from 3M this year for another iPad or two. It included vehicle mounts and boosters for cell service. We received the check for \$2,500.

Chief Ober has been appointed to serve on the State Building Code Review Board. Commissioner Dolecal asked what the time commitment is for that. Chief Ober stated they meet once a month.

Chief Ober was notified that the Department was nominated for the Pamela Mitchell/Richard Connolly Memorial EMS Achievement Award. We did not receive the award but we did receive a Certificate of Appreciation for our contributions to the EMS & Trauma System of New Hampshire.

We are hosting the Emergency Vehicle Driver Training course.

The air conditioning on the rescue had to be repaired.

E-3 has been out of service intermittently. There was intermittent power loss to the end of the body. It was determined it was some modules. It is out of service today and tomorrow for pump maintenance. Discussion ensued about the pump packing.

21A1 had an engine power loss en route to a call two weeks ago. It is still out of service for another problem not related to this problem. TMS out of Weare is working on this.

Chief Ober went over the incident reports. Commissioner Dolecal requested Chief Ober run the reports comparing Tilton and Northfield rather than the two combined for information purposes at the next meeting. Discussion ensued about the run numbers.

New Business

Purchasing Requests

- Two-Way Radio for the new ladder truck from Ossipee Mountain Electronics for \$2,197.80.
- Replacement Belt Pagers from Ossipee Mountain Electronics for \$2,320.00. Chief Ober explained the price does include an extended warranty for five years. We are participating in a group purchase price which is saving \$20 per pager. Discussion ensued about the pagers.
- Structural Protective Clothing from Bergeron Protective Clothing for \$1,987.80. Chief Ober explained we need to order the coat, pants and boots for the new firefighter, Luke Wakefield.

Commissioner Clark made a motion to approve the purchase of the two-way radio from Ossipee Mountain Electronics for \$2,197.80. Commissioner Auger seconded the motion. There being no discussion, vote was taken. Motion passed unanimously.

Commissioner Clark made a motion to approve the purchase of the five belt pagers from Ossipee Mountain Electronics for \$2,320.00. Commissioner Auger seconded the motion. There being no discussion, vote was taken. Motion passed unanimously.

Commissioner Dolecal made a motion to approve the purchase of structural protective clothing from Bergeron Protective Clothing for \$1,987.80. Commissioner Clark seconded the motion. There being no discussion, vote was taken. Motion passed unanimously.

LGC Return of Surplus

Chief Ober explained that this is for the medical and dental programs we are part of. They are requesting we let them know if we want a contribution holiday or a check for the amount they owe us. Discussion ensued about the return. Commissioner Clark made a motion to take the contribution return of \$19,911.40 for medical and \$1,825.29 for dental to be credited as a contribution holiday to the Tilton-Northfield Fire Department. Commissioner Auger seconded the motion. There being no discussion, vote was taken. Motion passed unanimously.

Old Business

Goals & Objectives

Commissioner Clark stated they need to narrow them down to the critical ones. Commissioner Auger stated the number one goal should be to do something with the fire station at Center Street. He would like have a warrant article to take a percentage of the money taken in from the Apparatus & Equipment Fund every year and set it aside for that.

Commissioner Dolecal asked if the MRI Study did population projections and growth projections, was it useful. Commissioner Clark stated he didn't know. It is worth reading. One of her goals is to figure out if they should have somebody do a master plan. "Let's get somebody who can look at the totality of it all. It is a major undertaking to look at all the variables. Have a master plan for the District. Somebody who is trained to do this could help us out."

Commissioner Auger stated we are in a better spot than Belmont or Sanbornton. They have bigger issues than we do.

Commissioner Dolecal stated it is a big undertaking to do a master plan. "This is not something that can be done overnight. It needs to be done with thought, caring and involvement of all the players. It is a long range solution."

Commissioner Clark stated facilities were at the top of his list. Defining what we mean by residency policies overall. They talked about it with the Chief but they haven't discussed it for the entire fire department. They need to put that to bed. The other one he had was personnel policies. Peg O'Brien will be here next week to go over the personnel policies and we will get that done. Chief Ober stated reading through Peg's stuff it is pretty straightforward. Peg basically updated our policies to meet current language.

Discussion ensued about facilities. Chief Ober stated they need to look at the data, the call volume, it is location and projected growth. Commissioner Clark stated the hot spot is exit 20. Further discussion ensued. It was agreed that facilities is where they need to start.

Chief Ober stated he plans on going to the meeting because he wants to hear what they have to say. Commissioner Auger feels it would be a good idea for one of them attend. Commissioner Auger made a motion for Commissioner Clark to attend the meeting. Commissioner Dolecal seconded the motion. There being no discussion, vote was taken. Motion passed unanimously. Commissioner Clark agreed to attend the meeting.

Discussion ensued about inviting all the Boards of Selectmen from Belmont and Sanbornton to a meeting. Commissioner Dolecal suggested they meet on neutral ground such as at WRHS and invite all the players to the table.

Commissioner Clark stated he will go to the meeting to listen and to let them know we are interested in trying to get the governing bodies together at a date and time to be determined. Discussion ensued.

Property-Liability Insurance

Chief Ober stated Primex would be a very good company to go with. The folks that he knows who do business with them are very happy with the service and the product. Primex can't beat LGC's price. It would not be wise to pull out of LGC at this time. Discussion ensued.

Commissioner Clark made a motion to stay with LGC for the Property-Liability coverage for the ensuing year with a spreadsheet to look at both to compare the numbers between the two. Commissioner Dolecal seconded the motion. There being no discussion, vote was taken. Motion passed unanimously.

Nonpublic Session

Motion to enter nonpublic session made by Commissioner Patrick Clark, seconded by Commissioner Les Dolecal.

Specific Statutory Reason cited as foundation for the nonpublic session: RSA 91-A:3, II(b) *The hiring of any person as a public employee.*

Roll Call vote to enter nonpublic session:	Paul Auger	Yes
	Patrick Clark	Yes
	Les Dolecal	Yes

Motion passed.

Entered nonpublic session at 8:16 p.m.

Public Session

Motion to leave nonpublic session and return to public session by Commissioner Clark, seconded by Commissioner Auger.

TNFD Commissioner's Meeting
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Roll Call Vote to exit nonpublic session:

Paul Auger	Yes
Patrick Clark	Yes
Les Dolecal	Yes

Motion passed.

Public session reconvened at 8:45 p.m.

Commissioner Patrick Clark made a motion to seal the minutes of the nonpublic session because it is determined that divulgence of this information likely would render a proposed action ineffective. Commissioner Paul Auger seconded the motion.

Roll Call Vote to seal these minutes:

Paul Auger	Yes
Patrick Clark	Yes
Les Dolecal	Yes

Motion passed.

Nonpublic Session

Motion to enter nonpublic session made by Commissioner Patrick Clark, seconded by Commissioner Les Dolecal.

Specific Statutory Reason cited as foundation for the nonpublic session: 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.*

Roll Call Vote to enter nonpublic session:

Paul Auger	Yes
Patrick Clark	Yes
Les Dolecal	Yes

Motion passed.

Commissioner Clark requested everyone except the Commissioners leave.

Entered nonpublic session at 8:47 p.m.

Public Session

Motion to leave nonpublic session and return to public session by Commissioner Clark, seconded by Commissioner Auger.

Roll Call Vote to exit nonpublic session:

Paul Auger	Yes
Patrick Clark	Yes
Les Dolecal	Yes

Motion passed.

Public session reconvened at 9:39 p.m.

Commissioner Les Dolecal made a motion to seal the minutes of the nonpublic session because it is determined that divulgence of this information likely would render a proposed action ineffective. Commissioner Paul Auger seconded the motion.

Roll Call Vote to seal these minutes:

Paul Auger	Yes
Patrick Clark	Yes
Les Dolecal	Yes

Motion passed.

Commissioner Clark stated they are going to sleep on what they talked about and reconvene at a later date. After discussion, they decided to meet Tuesday, July 23rd, at 5:30 p.m. at Northfield Town Hall in the downstairs meeting room if the room is available. If not, they will check with Tilton. Commissioner Auger will handle letting Kathy know for the posting of the meeting.

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Adjournment

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

The meeting adjourned at 9:42 p.m.

Respectfully submitted,

Kathy Tobine
Administrative Assistant

Next Meeting Date, Time, Place: 08/14/2013 at 17:30. Meeting to be held at Northfield Town Hall, 21 Summer Street, Northfield.