

Tilton-Northfield Fire & EMS Commissioners' Meeting

Meeting Called By:	Commissioners	Date, Time:	06/25/14 at 17:30
Transcribed By:	Kathy Tobine	Place:	Tilton Town Hall, 157 Main Street, Tilton

Commissioner Dolecal called the meeting to order at 1734 hours.

Present: Commissioners Les Dolecal, Patrick Clark, Paul Auger; Deputy Chief Michael Robinson, Treasurer Roland Seymour, Administrative Assistant Kathy Tobine

Minutes

Commissioner Dolecal made a motion to accept the meeting minutes of May 14th, May 20th and June 4th. Commissioner Auger seconded the motion. There being no discussion, vote was taken. Motion passed.

Correspondence

An invitation was received from Tilton-Northfield Water District to their meeting of June 9th.

An email from HealthTrust was received regarding the recovery of \$17.1 Million from PLT. HealthTrust and PLT agreed to terminate a January 2014 settlement agreement.

An email was received from Property-Liability Trust stating the PLT lines of coverage will be returned to PLT, Inc. effective June 6, 2014. PLT will pay the \$17.1 million owed to HealthTrust. Claim reserves remain sufficient to cover Member claims and there will be no interruption or changes in coverage.

Notification was received from the NH Retirement System that NHRS Employer Contribution Rates for Fiscal Year 2015 remain unchanged from FY 2014 rates.

Treasurer's Report

Roland presented his report. The balances are as of June 25th.

Apparatus & Equipment Replacement Fund	\$496,161.59
Operating Account	\$261,210.83
Debit Card Account	\$4,997.09
Payroll Account	\$500.00
Land & Building Fund	\$248,445.99

Northfield will be mailing their second quarter payment this week.

The Apparatus & Equipment Replacement Fund revenue is down. Discussion ensued about the percentage of the budget that has been used.

The Unreserved Fund Balance was discussed. Petitioning DRA to over expend the budget was discussed.

Various Operating Budget accounts were discussed.

Roland reported he discussed the interest earned on District accounts with Joe Thornton at Franklin Savings Bank. They discussed putting some of the money into a Certificate of Deposit for the longest term available. The bank will sign an agreement to allow the District to purchase a CD at the current

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rate and will allow the District to withdraw the money as needed without penalization. Kathy checked with DRA and the attorney to see if this is possible and it is. Roland suggested \$400,000 from the Apparatus & Equipment Replacement Fund be placed in a CD. Discussion ensued. Commissioner Dolecal made a motion for Roland to proceed with the paperwork and bring it to the next meeting. Commissioner Auger seconded the motion. There being no discussion, vote was taken. Motion passed.

Fire Prevention Report

The Fire Prevention Report was reviewed.

Chief's Report

There was no Chief's Report as Chief Sitar is at the National Fire Academy.

Old Business

Education Assistance Policy for Paramedic Training & Contract

Commissioner Clark stated that Chief Sitar provided his recommended changes and talked with the attorney about them. She updated the draft with the Chief's input and made some comments. He spoke with her today. She recommended they go into non-public to deal with the attorney client.

Personnel Policy

The Board decided to schedule a separate meeting to work on this.

Chief's Performance Evaluation

The Board decided to schedule a separate meeting to work on this.

Discussion ensued about meetings. The meeting location changes in July to Northfield. The next regularly scheduled meeting is July 9th at 5:30 PM. The Board decided to add two additional meetings in July. The additional meetings will be July 7th at 5:30 PM to discuss the Personnel & Paramedic Policies and July 23rd at 5:30 PM to discuss the Chief's Performance Appraisal.

Manifests

The Board discussed signing the manifests. They decided it would be appropriate to sign either in person or by email approval.

Other Business

Attorney client privilege meetings were discussed. It was decided that these are considered non-meetings.

Commissioner Clark stated there is some information the attorney provided that will help them discuss the Education Assistance Policy for Paramedic Training & Contract. After they discuss the attorney client information they need to return to public session to discuss it.

Recess

The Board recessed the meeting to discuss attorney client information.

Other Business

Commissioner Dolecal called the meeting to order at 1853 hours.

Commissioner Clark recommended they wait until the Chief returns before making any decisions on the Education Assistance Policy for Paramedic Training & Contract as it does pertain to the changes he

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made to the policy and contract. The Board unanimously agreed to wait until Chief Sitar is present before making a decision on the policy and contract.

Adjournment

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

The meeting adjourned at 1854 hours.

Respectfully submitted,

Kathy Tobine
Administrative Assistant

Next Meeting Date, Time, Place: 07/07/2014 at 17:30. Meeting to be held at Northfield Town Hall, 21 Summer Street, Northfield.