

## Tilton-Northfield Fire & EMS Commissioners' Meeting

Meeting Called By:	Commissioners	Date, Time:	02/02/2016 at 5:30 PM
Transcribed By:	Kathy Tobine	Place:	Tilton Town Hall, Upstairs Meeting Room, 257 Main Street, Tilton

Commissioner Clark called the meeting to order at 5:35 PM.

Present: Commissioners Paul Auger, Patrick Clark and Dennis Manning; Chief Michael W. Sitar, Jr. and Admin. Assistant Kathy Tobine

Public: Paula Benski, Matthew Gilman

### Treasurer's Report

Kathy informed the Board that Roland will not be attending the meeting tonight. Chief Sitar presented the report. Included in the report were last years ending balances as well as this year to date. Discussion ensued on the 2015 year end reports.

### Correspondence

ISO: Notification was received from ISO regarding our protection class. It has been reduced from a 5/9 to 03/03Y.

### Chief's Report

Chief Sitar presented the Fire Prevention Report with the Chief's report.

1. Fire Prevention Report for January 2016
  - There were 48 Fire Prevention inspections in which 33.7 man hours were used.
  - The report was included in the handout.
  - Rio Burrito is now open.
  - 15 Tanger Outlet employees were trained on fire extinguisher use.
  - Working on Main Street numbering with the Town of Tilton and State 911.
2. Run Report for January 2016
  - The report was included in the handout.
  - For the month of January there were 129 incidents.
  - 91 of the incidents were EMS in nature which equates to 70.5% of our total incident volume for the month.
3. Overlapping/Simultaneous Incidents for January 2016
  - The report was included in the handout.
  - There were 20 overlapping/simultaneous incidents for the month.
  - Overlapping/simultaneous incidents accounted for 15.5% of all incidents for the month of January.
4. The Facilities Committee last met on February 1<sup>st</sup>. The committee is continuing to determine the program usage of the new building and is looking for possible locations for a new station. The next meeting is Monday, February 29<sup>th</sup> at 5:00 PM at the Northfield Town Hall.

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5. The Center for Medicare and Medicaid Services posted the 2016 Ambulance Fee Schedule. The approved ambulance rates have decreased by 0.4%. We are not requesting an adjustment to our ambulance billing rates this year.
6. The Apparatus Committee is reviewing what chassis for a new ambulance would best serve the Department.
7. The Department will be participating in a Table Top Exercise with the Winnisquam School District. The exercise will be testing communications and command and control issues. The exercise will be held on Monday, February 29<sup>th</sup>. Chief Sitar is on the exercise planning committee.
8. Chief Sitar reported he is currently working on:
  - Call Company personnel review and shift assignments.
  - Call Company recruitment.
  - Application for Chief Fire Officer Certification from the Commission on Professional Credentialing, Center for Public Safety Excellence.

New Business

Declarations of Candidacy Received

Kathy reported that Paul Blaisdell was running for Commissioner for three years, Stephanie Giovannuci is running for Clerk for two years and Kent Finemore is running for Moderator for two years.

Northfield LRMFA Dispatch Fees

Chief Sitar reported that the Town of Northfield has not paid Lakes Region Mutual Fire Aid the balance of their 2015 for \$10,436.83 plus interest. Discussion ensued.

Minutes

January 18, 2016

Commissioner Manning made a motion to accept the minutes of January 18<sup>th</sup> as printed. Commissioner Auger seconded the motion. There being no discussion, vote was taken. Motion passed.

Other Business

Discussion ensued on the Chief's incident response.

Discussion ensued on how the Board will handle the public hearing on the warrant articles.

Commissioner Clark explained that the Budget Committee presents the budget at the public hearing.

Commissioner Clark reviewed what the Moderator will allow for discussion before the meeting begins. Tim Sattler explained that the Facilities Committee will not be speaking at District meeting. They will have a handout available.

Adjournment

Commissioner Clark adjourned the meeting at 6:28 PM.

Respectfully submitted,  
Kathy Tobine  
Administrative Assistant

**Next Meeting Date, Time, Place:** 03/08/16 at 17:30. Meeting to be held at Tilton Town Hall  
Upstairs Meeting Room, 257 Main Street, Tilton.