

**FTNS Emergency Services Cooperative
Tilton-Northfield Fire District
Franklin Fire Department & City of Franklin
Sanbornton Fire Department & Town of Sanbornton**

Meeting Called By: Paul Blaisdell, Chair Date, Time: November 20, 2017, 4:30 PM
Transcribed By: Kathy Tobine Place: Tilton Town Hall, Downstairs Meeting
Room, 257 Main Street, Tilton

Paul Blaisdell called the meeting to order at 4:35 PM.

Present:

City of Franklin: Ms. Olivia Zink and Chief Kevin LaChapelle

Town of Sanbornton: Ms. Karen Ober and Chief Paul Dexter

Tilton-Northfield Fire District: Chief Michael W. Sitar, Jr. and Paul Blaisdell

Minutes

Paul D. made a motion to accept the minutes of the October 30th meeting. Kevin seconded the motion. Discussion ensued about the definition of regionalization and consolidation. It was agreed that regionalization would read *Regionalization: Organized effort to foster relationships between communities, reduction in costs and overhead without affecting service.* Consolidation should read *Consolidation: Reduction in equipment and personnel, not necessarily a savings in costs for operating a fire department.* Paul D. made a motion to accept the revised minutes of the October 30th meeting. Kevin seconded the motion. There being no further discussion, vote was taken. Motion passed.

Committee Name

Discussion led to the agreement on FTNS Emergency Services Cooperative as the committee name.

Vision

Discussion led to the following draft Vision Statement

To foster a cooperative dialog to implement the forward looking philosophical adaptation to community demands in providing the finest Fire and EMS services to our communities at the most economical cost.

Scope

Discussion led to the following draft Scope Statement

Determine the direction of future emergency services cooperation within the structure of the Franklin City Council, the Tilton-Northfield Fire Commission and the Sanbornton Board of Selectmen with the guidance and affirmation of said bodies.

Goals

Discussion led to the following draft Goals.

Fire Department Study Committee

11/20/17

1. Foster communication of the existing collaborative relationship between the departments.
2. Constant evaluation and implementation of services based upon the demands of our communities
 - a. Capital expenditures
 - b. Grant applications
 - c. Interdepartmental training
 - d. Equipment service, maintenance and readiness
 - e. Create budgetary timeline
 - f. Fiscal year coordination (three different municipal schedules)
 - g. Not limited to...
3. Formalize the existing cooperative agreement through a Memorandum of Understanding (MOU)

Adjournment

Kevin made a motion to adjourn. Paul D. seconded the motion. Meeting adjourned at 6:10 PM.

Respectfully submitted,

Kathy Tobine

Administrative Assistant

Next Meeting Date, Time, Place: 12/21/17 at 4:30 PM. Meeting to be held at Tilton Town Hall, Downstairs Meeting Room, 257 Main Street, Tilton.