

Tilton-Northfield Fire & EMS Commissioners' Meeting

Meeting Called By:	Commissioners	Date, Time:	02/06/2018 at 5:30 PM
Transcribed By:	Kathy Tobine	Place:	Tilton Town Hall, Downstairs Meeting Room, 257 Main Street, Tilton

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

Present: Commissioners Dennis Manning, Paul Auger and Paul Blaisdell; Chief Michael W. Sitar, Jr., Deputy Chief Michael Robinson and Administrative Assistant Kathy Tobine

Public Present: Jane Manning, Blaine Manning, Kyle Barker

Press Present: Donna Rhodes

Fire Department Members Present: Deputy Chief Tim Joubert, Captain David Hall, Captain Tim Ames, Firefighter Zack Mellett and Firefighter Derek Farrell

FTNS Emergency Services Cooperative Committee Members: Paul Dexter, Sanbornton Fire Chief; Karen Ober, Sanbornton Selectperson; Kevin LaChapell, Franklin Fire Chief, Olivia Zink, Franklin City Councilor

Captain David Hall

Chief Sitar commented that we are recognizing someone who has done a lot for the department through work and donations. He introduced Captain David Hall. Captain Hall explained they have been working on a training facility. It is three quarters done. They have a budget. The department has helped them and they have received a lot of personal donations of which Dennis Manning was the largest donor. He thanked Commissioner Manning for his generosity. The training facility is being designated the Dennis Manning Training Facility. They have had a sign made to be mounted on the facility. He, again, thanked Dennis.

FTNS Emergency Services Cooperative

Chief Sitar explained how the FTNS Emergency Services Cooperative was formed and its makeup. He then gave a PowerPoint presentation on the Committee and what they have been doing. Commissioner Blaisdell remarked that the Committee is looking at this as a cooperative agreement. There will be no reduction in staff or there will be no budget. They are looking at starting a process where they can cooperate in a formal way within the three departments and four communities. They are looking at the regionalization aspect where they combine their resources. He then gave examples. They are looking for an affirmation from this body that this is something they are interested in and we should be moving forward through a formal agreement. Last night Franklin voted unanimously to enter into a Memorandum of Understanding (MOU). Discussion ensued. Commissioner Blaisdell made a motion that the Tilton-Northfield Fire District Board of Commissioners further discuss a Memorandum of Understanding to formalize the work of the Franklin Tilton-Northfield Emergency Services Cooperative. Commissioner Auger seconded the motion. There being no discussion, vote was taken. Motion passed.

Kyle Barker

Chief Sitar commented that the Board of Commissioners directed him to contact Kyle Barker regarding writing a warrant article to continue moving forward to a new fire station. Kyle commented that what he heard at District Meeting, when they voted it down, was that people were concerned about the cost and didn't trust the big number. It was frustrating for him. There are tons of opportunity to change that total number. Their office is working with the Town of Litchfield and explained they went through a lot of what we are going through. They started at \$5.5 million and they were able to reduce their cost by \$1,700,000. What they are voting on is \$3,750,000. Discussion ensued.

Chief's Report

Chief Sitar presented his report.

1. 2018 Budget:
 - As of January 31st, we are 100% through the budget year and have expended 98.1% of the operating budget. The fiscal books for 2017 are closed.
 - Apparatus & Equipment Fund revenues were discussed.
2. Fire Prevention Report for January 2018:
 - Report included in handout
 - For the Month of January, there were 64 Fire Prevention inspections
 - New businesses across from Lowes Drive: Town Fair Tire, Arby's, Panara Bread,
3. Run Report for January 2018:
 - Report included in handout
 - For the Month of January, we had 160 incidents
 - 104 of the incidents were EMS in nature and that equates to 65% of our total incident volume for the month
 - Our call volume is up 25% over what we had last year at this time.
 - The Engine responded to 37 EMS and MVA incidents last month
4. Overlapping/Simultaneous Incidents for December 2018:
 - Report included in handout
 - We had 23 overlapping/simultaneous incidents for the month
 - Overlapping/simultaneous incidents accounted for 14.4% of all incidents for the Month of January.
 - We received five mutual aid ambulance responses
 - We responded to no mutual aid ambulance calls

Discussion ensued about simultaneous calls.
5. Lease agreement for the Communications Tower has been signed with Wireless Edge. Wireless Edge must now go through the Northfield Planning Board process to obtain a Building Permit. Discussion ensued about the lease.
6. The 2017 AFG Grant for the new PPE washer/extractor and dryer for each station was submitted on January 24th. FEMA will start awarding grants probably in May through September of 2018.
7. Currently Working On:
 - Call Company recruitment
 - 2018 Budget process
 - 2016 AFG Grant Project
 - Fire Department Radio System
 - Municipality Incident and Personnel Comparison. Discussion ensued. Commissioner Blaisdell requested the report only include like-size communities. Chief Sitar commented this will remove Lebanon, Hampton and Derry. Discussion ensued.

Old Business

Warrant Article Review

Commission Blaisdell commented he requested this be on the agenda so they could be sure that everyone understands what they are presenting. Discussion ensued. Kathy will provide the account balances as of February 28, 2018, and the unaudited UFB as of December 31, 2017, for District Meeting.

District Meeting

Firearms at District Meeting were discussed. Commissioner Manning will follow up on this.

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New Business

Review of Commissioners Monthly Financial Oversight

Commissioner Blaisdell asked if they only need the account balances monthly or if they need all the financial statements. Discussion ensued. Monthly reports are to be sent to the Board the first of the month.

Press Releases

Commissioner Blaisdell commented on opportunities to present information to the community. He referenced the meeting last month with the badge pinning for Nick Baker and Zack Mellett as they are no longer on probation and are now full-time. In situations like this, he would like to have a photograph taken and a press release done to promote the employees. Discussion ensued.

Paramedic Pay Rate

Commissioner Blaisdell commented on the pay scale for paramedics. The difference in paygrade between an AEMT and a Paramedic is only \$1.35 an hour. He requested they consider increasing that differential. Discussion ensued. Chief Sitar is to do a study on where our paramedic's pay stands with other departments percentage wise between AEMTs and Paramedics.

Adjournment

Commissioner Manning adjourned the meeting at 8:08 PM.

Respectfully submitted,

Kathy Tobine

Kathy Tobine
Administrative Assistant

Next Meeting Date, Time, Place: 03/06/18 at 5:30 PM. Meeting to be held at Tilton Town Hall, Downstairs Meeting Room, 257 Main Street, Tilton.