

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

Meeting Called By: Paul Blaisdell, Chair Date, Time: April 30, 2018, 5:05 PM
Transcribed By: Beth Joslin Place: Tilton Town Hall, Downstairs,
257 Main Street, Tilton

Paul B. called the meeting to order at 5:05 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 and Paul Blaisdell

Minutes

Paul D. moved to accept meeting minutes from April 16, 2018. Mike seconded motion. There being no discussion, vote was taken. Motion passed.

Memorandum of Understanding

Reviewed notes to prepare document for attorney. Discussion ensued regarding how to list the individual entities, Franklin Fire Department and City of Franklin to be listed as City of Franklin and similarly Sanbornton Fire Department and Town of Sanbornton are to be listed as Town of Sanbornton. Tilton-Northfield Fire District is to be listed as such as it is the proper name. There was also discussion of proper wording and grammar to be used.

Agreement

The question was raised as to the type of agreement, whether it is a Memorandum of Understanding or an Intermunicipal Agreement. Further discussion ensued as to the proper type and whether funding was contained or excluded. It was decided to pose that question to the attorney for clarification.

Vision & Scope

Paragraph four was accepted as the previously agreed upon Vision and Scope statements.

Goals

It was discussed whether 'fostering communication' was between departments or between the community and organization. Paragraph five was accepted.

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Paragraph Six

The paragraph was reviewed and the phrase “very well” was replaced with “safely and efficiently”. Wording was changed to clarify regular discussion between departments. After a few more wording changes the paragraph was accepted.

Paragraph Seven

Numbering was corrected for continuity and the number of annual meetings was changed to two. “Regular reports” was changed to “annual reports”. After these minor changes the statement was accepted.

Closing Statement

The statement was reviewed. There was discussion of wording and the paragraph was accepted.

Change and Termination

Discussion ensued regarding municipal code vs state rules and if that should be included. Wording was also discussed. It was agreed to point out the specific statements to the attorneys for review. Discussion of expiration date or indefinite agreement occurred. Items 3 & 4 from above paragraph were moved to terms and termination.

Addresses & Contact

Addresses and contact information was discussed for who should be a contact for each group.
City of Franklin, Town Hall, Attn: City Manager
Tilton-Northfield Fire District, Attn: Board of Fire Commissioners
Town of Sanbornton, Board of Selectmen

MOU Review

The revised MOU was reviewed and a few wording and formatting changes were made before the MOU was accepted to bring to governing bodies for review before sending to attorneys.

Adjournment

Paul D. made a motion to adjourn. Mike seconded the motion. Meeting adjourned at 6:38 PM.

Respectfully submitted,

Beth Joslin
Clerk

Next Meeting Date, Time, Place: 07/17/18 at 5:00PM. Meeting to be held at Tilton Town Hall, Downstairs Meeting Room, 257 Main Street, Tilton