

TNFD 2019 Fire Station Committee Meeting Minutes

April 14, 2020 at 5:30 pm via online conference at <https://www.uberconference.com/lrmfa>.

Commissioner Cilley opened the meeting at 5:34 pm.

Reading of: A Checklist to Ensure Meetings Are Compliant With the Right-to-Know Law during the State Of Emergency

As Chair of the Board of Commissioners, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically. Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are:

a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means: We are utilizing a telephone conference for this electronic meeting.¹ All members of the Commission have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone #1-855-887-3318 or 1-978-419-9741 and a password is not required, or by clicking on the following website address:

<https://www.uberconference.com/lrmfa>.

b) Providing public notice of the necessary information for accessing the meeting: We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting telephonically. Instructions have also been provided on the website of the Board of Commissioners at: www.tnfd.org.

c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access: If anybody has a problem, please call 603-286-4781 or email at: ktobine@tnfd.org.

d) Adjourning the meeting if the public is unable to access the meeting: In the event the public is unable to access the meeting, the meeting will be adjourned and rescheduled. Please note that all votes that are taken during this meeting shall be done by roll call vote. Let's start the meeting by taking a roll call attendance. When each member states their presence, please also state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.

1. Many public bodies are utilizing video teleconferencing technology, such as Zoom, to ensure the electronic meeting comply with the Right-to-Know law and any applicable due process requirements. In certain circumstances, a regular business meeting of a public body may be conducted utilizing audio-only technology. If you have any questions about the appropriateness of the technology utilized to conduct your meeting, please consult your agency counsel or the Attorney General's Office.

Roll call of members present: Jon Cilley, Lisa Martin, Tod Odell, Kaitlin Lounsbury, Paul Blaisdell, Kevin Waldron, Tim Ames, Tom Beaulieu, Chief Sitar. Members not present Kevin Cate.

Review of Minutes:

Minutes of 1/21/2020

Motion made to accept by Kaitlin L, seconded by Tom B.

Roll call: Jon – AB, Lisa – Yay, Tod – AB, Kaitlin – Yay, Paul – AB, Kevin W. – Yay, Tim – Yay, Tom – Yay.

Minutes of 2/11/2020

Motion made to accept by Kevin W. to accept minutes with adjustment to members in attendance correction of Kaitlyn to Kaitlin, seconded by Kaitlin L.

Roll call: Jon – Yay, Lisa – Yay, Tod – AB, Kaitlin – Yay, Paul – AB, Kevin W. – Yay, Tim – AB, Tom – Yay.

Minutes of 4/7/2020

Motion made to accept by Paul B., seconded by Lisa M.

Roll call: Jon – Yay, Lisa – Yay, Tod – AB, Kaitlin – Yay, Paul – Yay, Kevin W. – AB, Tim – AB, Tom – AB.

Old Business: Review of Report to Commissioners to date.

Quick review of report to date shared via server. Members who have not been able to share their input were asked to share. Tod Odell expressed his opinion on the best option to recommend and had sent an email to committee:

“Hi Jon, I apologize for not being available to vote last meeting. The last email I saw was that there was not enough members for a quorum. I do want to voice my opinion so thank you. I believe that the most important factor in this decision is optimizing coverage and minimizing response time for the district. One third of the calls are near exit 20 today. Economic growth with our bigger business will likely grow towards Laconia on route 3 which would potentially increase calls. I believe the right decision for the district is a second station in the exit 20 area and to bring Park Street up to code. In the report most of the decisions were based off cost. There are ways to ease this cost pain. For example, talking to the big businesses (who will get better coverage) for donations. Also by possibly doing the project in 2 phases. I think you could build a 6000-7000 square foot building and bring Park Street up to code for about the same cost that a single new facility will cost at Park Street. Phase 1 build the new station near exit 20 with normal operation during construction. Phase 2 bring Park Street up to code. The land to build is an issue but were all avenues exhausted? Are there new opportunities now that the police station passed? Has anyone ever talked to J Jill about their land? Are there other options out there? I don't feel all of these things were completely considered. This decision needs to fit all the District needs for many years to come. Respectfully, Tod Odell

Discussion started but Tom B. stated that it would up to Commissioners to deal with the land and if the District has a change for its appetite. Discussion ensued in regard of now or wait for the down the road. Lisa reminded that the report conclusion of the committee is to submit report based on now. Commissioners can choose to look at other options.

Tim A., another member not previously heard from on his opinion, expressed that he thinks Option 3 of the 5 options. He says it is sound reasoning that Park Street Station as one station would fix current situation but doesn't reflect District response positively or District growth. Long term needs of district may shift and public may not feel report is truthful. Leaning more towards if a district needs, future expansion could be even further out east ward as an example.

Discussion held about moving backwards by going down to one station. Too costly to build two stations simultaneously on voters. Kaitlin stated current needs are not being met currently, and other side is planning for future. We need to plan for current as best chance for a passing support. Lisa reminded report is a plan for a snapshot in moment. Discussion ensued about where future needs may end up. Tod added he has additional recommendations of the next step and other committee future plans.

Paul understands that there may be divided support of Options and recommends provide recommendation to Commissioners and Committee members do have the opportunity to express their opinion on microphone at District meeting.

Chief Sitar addressed that Warrant 11 balance for design and engineering which is non-lapsing plus the moderator is allowing about 10 minutes to speak to the study. At last Fire Commissioners meeting a brief status of the Committee progression was requested. Kaitlin was asked to present the progress. Feedback sought from Commissioners for what that process is intended.

Tim A left meeting 7:03 pm.

Discussion ensued about whether recommendations from the Committee should be included in report as it has some redundancy. Discussion ensued about the need for recommendations to be in report or not based on charter memo.

Roll call voted of whether to retain or delete recommendation portion of report

Roll call: Jon – Retain, Lisa – Retain, Tod – AB, Kaitlin – Retain, Paul – Delete, Kevin W. – Retain, Tim – Delete, Tom – Retain.

Review of changes to version of report. Recommendation with discussion addressed around to add bullets around why minority made their vote.

Review of completed Final Report of 2019 Fire Station Committee to Fire Commissioners, and report declared completed.

New Business

What is the next step? Commissioners will be meeting for a special meeting tomorrow night and have a chance to receive the completed report. Next regularly scheduled Fire Commissioner's meeting is scheduled for 5/5/2020 at 5:30 pm. Some of the Committee expressed they would be available at that meeting and will be ready for questions and comments, if they have "quirky" feeling of report and what the next step will be.

Paul wanted to thank to Lisa for keeping up on report and the team for all their input.

Tod wanted to also state appreciation for committee's hard work.

Kevin W. stated out of 3 station committees he has been on; this was the most fun and least tense. Some past Committees tension were obvious on entering the room and some members had their own agenda. Everyone had open eyes and were open minded and always productive, which has the best momentum and hope for public support.

Chief wanted to also appreciate the sense he feels the committee has best hearts and interests of the District.

Closed at 7:18 pm.

Respectfully submitted,

Jon Cilley

DRAFT