

Tilton-Northfield Fire & EMS Commissioners' Meeting

Meeting Called By: Commissioners

Date, Time: 05/05/2020, 5:30 PM

Transcribed By: Kathy Tobine

Location: Telephone Conference

Call to Order

Commissioner Auger called the meeting to order at 5:31 PM and read the following

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 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 Attendance

Commissioner Paul Auger, present and alone; Commissioner Eric Pyra, present and alone; Commissioner Jon Cilley, present and alone; Chief Michael W. Sitar, present and alone; Deputy Chief Michael Robinson, present and alone; Deputy Chief Timothy Joubert, present and alone; Admin. Assistant Kathy Tobine, present and alone; Kent Finemore, present and alone

TNFD Commissioner's Meeting
05/05/2020

2019 Fire Station Committee Members: Kaitlin Lounsbury, present and alone; Paul Blaisdell, present and alone; Lisa Martin, present and alone

District Meeting

Kent commented that they are not ready for Monday night's meeting. He is recommending the Commissioners ask him to postpone the meeting. He is waiting to see how the School District meeting goes on Saturday. Discussion ensued about finances. He is recommending the meeting be put off until after May 31st. Chief Sitar recommended the meeting be postponed until sometime in June. It would be best for the District to have a meeting where we could have a gathering. Kent asked the Commissioners if they would consider moving the meeting from May 11th to June 8th. Commissioner Auger commented that the longer they can go before holding the meeting so more of the public can be present would be best for the District. Commissioner Cilley agreed with June 8th. Chief Sitar commented that June 8th would be good. There is a Commissioners meeting on June 2nd and they can revisit it at that time.

Commissioner Pyra made a motion to recommend to the Moderator that they move District Meeting to June 8th at 7:00 PM at Winnisquam Regional High School. Commissioner Cilley seconded the motion. There being no discussion, roll call vote was taken.

Roll Call: Commissioner Auger: Aye
Commissioner Cilley: Aye
Commissioner Pyra: Aye

Motion passed.

Kent requested a copy of the list of participants in the meeting so he can touch base with Stephanie and the police chiefs. They are part of the group that is mentioned that you talk to in changing the date.

Kaitlin asked if they needed to discuss with Kent the amount of time that would be allowed for the Fire Station Committee's presentation. Kent commented he would allow them 10 minutes for the presentation with questions after the presentation.

Public Comment/Members of the District/Employees of the District

Paul B. questioned the nomination and election of the Chairman of the Board of Commissioners. He understands that it is a nomination process. It is tradition that the third-year member of the Commissioners would be the Chair. He wanted to know who made the nomination and what their reasoning behind it was.

Commissioner Cilley commented that he was the one who made the nomination. Part of his concern was with some of the discussions they have had this year and comments that have been made on how the fire service runs, he felt that Commissioner Auger was the best recommendation for the Chair. The way it is written, they can go with the senior Commissioner as is tradition, but it is by nomination. He nominated Commissioner Auger because he felt he was the best option at the top.

Paul B. asked what his concern was. Commissioner Cilley commented that Commissioner Pyra had mentioned before about his background in the fire service. Commissioner Auger has more background in the fire service so that was why he nominated him. Paul B. asked if that was mandatory to hold the position. Commissioner Cilley replied it is optional and that is who he felt was the best choice based on things he had seen. Discussion ensued.

The Fire Engine and SCBA Committees were discussed. Chief Sitar commented that he asked for volunteers to serve on the SCBA and Engine Committees to produce specifications for each those. They are the ones knowledgeable on them and they would be the people using them. Commissioner Cilley commented that is where he has the concerns and why he stands behind his nomination of Paul Auger as Chair of the Commissioners.

Paul B. asked who the Chair of the Board was when all this was taking place. Commissioner Cilley replied it was Paul A. Paul B. replied that the 32 years of experience brought nothing to the table in

these two instances. He is not saying this to demean anyone; he just doesn't understand why Commissioner Cilley did what he did. Further discussion continued.

Chief Sitar commented on the Committees. These are operational matters. The use of the equipment and specification of the equipment is operational. It is something that is done from the Chief on down. It is not something the Commissioners have much say over other than the funding of the item(s) according to the RSA.

Commissioner Auger commented the Chief brings it to them and it is up to them to determine the amount of money. It is the taxpayer's money and they put them in that position to look out for their money. He wants the best that he can get for his dollar. Hopefully, he can make sure the money is spent well on something they really need.

Paul B. thanked the Board for listening to his input.

Correspondence

There was no correspondence.

Chief's Reports

1. Budget:
 - Operating Budget: The audited Unassigned Fund Balance: \$562,058.00
 - Total Apparatus & Equipment Fund through April: \$1,591,491.53
 - 2020 Ambulance Revenue through April: \$139,835.67. We have collected \$11,212.71 more than this time last year.
2. Fire Prevention Report for April 2020:
 - Report included in handout.
 - For the Month of April, there were 26 Fire Prevention inspections.
3. Run Report for April 2020:
 - Report included in handout.
 - For the Month of April, we had 149 incidents.
 - 99 of the incidents were EMS in nature which equates to 66% of our total incident volume for the month.
 - The engine responded to 26 EMS and MVA incidents last month.
 - We are six (6) incidents above where we were at this same time last year.

Commissioner Cilley asked if it is possible on the Summary by Type report to add a column for this year on the report. Chief Sitar replied that is not an option with this report.

Commissioner Cilley wanted to know if all the calls Car1 and Car3 respond to are being added to the monthly reports. Chief Sitar replied that is done by the person entering the report.

Commissioner Cilley requested that information be added since the report only shows the Chief responding to four incidents. Chief Sitar explained that with COVID-19 they have been limiting the number of people responding to calls to minimize the amount of exposure we have.

Deputy Joubert commented that if they respond on a piece of apparatus to an incident, that does not show on the report. This does not give an accurate number of incidents he and the Chief respond to.

4. Overlapping/Simultaneous Incidents for April 2020:
 - Report included in handout.
 - We had 29 overlapping/simultaneous incidents for the month.
 - Overlapping/simultaneous incidents accounted for 21% of all incidents for the month.
 - Of the 29 simultaneous incidents, TNFD responded to all 28.
 - We received three (3) mutual aid Ambulance responses.
 - We responded to one (1) mutual aid Ambulance requests.
 - We received no mutual aid Engine responses.

- We responded to two (2) mutual aid Engine requests.

Commissioner Auger commented we handled all but one incident. Chief Sitar explained that we responded to all but one incident, but we used a mutual aid ambulance three times. 1:16:45

5. COVID-19:

- Fire station access is limited to employees only.
- Four new Directives concerning COVID-19 have been instituted.
 - Response modifications
 - Exposure protections and reporting
 - Employee Screening
 - Emergency Shift Coverage
- Daily briefing on latest COVID info and procedures at 0800.
- Call Company has assumed all station and vehicle checks at Park Street. They are doing a great job!
- All non-certified Call Company personnel are not allowed to go to calls during the COVID Emergency.
- PPE supplies are adequate at this time.

Commissioner Auger asked if there was any federal money available for help with this. Chief Sitar replied there are several grants available and he is pursuing them. He is doing the supplemental AFG grant with a 5% copay while FEMA's copay is 25%.

Commissioner Pyra commented that the Town of Tilton will be receiving money from the State based on population. He wanted to know if the Fire Department will receive and of that money. Chief Sitar replied that the municipalities will receive the funds; however, the Fire District will not.

6. Center Street:

- Kitchen counter and sink replacement is still pending.

Commissioner Pyra asked if we should look at postponing this until after the pandemic. Chief Sitar agreed.

7. Park Street:

- Outside Spring cleanup and yard work has been completed by the Call Company. They did an excellent job. They have had to mow the island once already.

Paul Blaisdell commented on how nice Park Street looks. It shows their pride in the station. Chief Sitar commented that every Saturday a group gets together to take care of the Park Street Station.

8. Engine Committee: The Engine Committee recommended Sutphen as the vendor for the new engine. Total cost: \$732,127 with equipment.

9. SCBA Committee: An order has been placed with IPS. Delivery of SCBAs is expected in early May.

Commissioner Auger commented that our current paks expire the end of this month. He wanted to know if the paks would be here and in-service by the end of the month. Chief Sitar commented that once the paks are received, they will start training on them so they can be put in-service as soon as possible. Commissioner Auger asked if the compressor would be received by the end of the month. Chief Sitar replied it won't be, but they will be providing us with a loaner until ours is received.

10. Fire Department Radio System

- Construction of the Communication Tower is finished at Spaulding.
- Eversource completed the electrical connection.
- The culvert has been installed.
- All TNFD radios have been reprogrammed with new frequencies in Zones A through C.
- Emergency generator, signage and fencing are the only items left for completion.

11. Personnel

- Call FF/AEMT Aiden O'Brien has resigned effective May 20, 2020.

12. Currently Working On:

- COVID-19 grants.
- Call Company Recruitment.
- Capital Improvement Program
 - New Ambulance – 2021 Budget

Old Business

Labor Grade/Step System Policy

Chief Sitar commented the Board has the information from the last meeting. Commissioner Cilley made a motion to accept the Labor Grade/Step System Policy as written for discussion. Commissioner Auger seconded the motion. There being no discussion, roll call vote was taken.

Roll Call: Commissioner Auger: Yay
Commissioner Cilley: Yay
Commissioner Pyra: Yay

Motion passed.

Discussion: Commissioner Cilley commented that on page 2 it states *The Fire Chief shall determine the Grade and Step or Salary of each employee or position.* He would feel more confident with the Chief bringing his recommendation to the Board to sign it. With the Chief determining it, it falls under a financial category. Chief Sitar replied this is how it is now. We must live within the budget. The only time this would come into effect is when we are hiring a new employee who has experience or certifications greater than the bottom level of what we offer. When the two paramedics returned, it wasn't prudent to start them at the bottom so he placed them where they would have been had they not left. This is how we have been operating. He would not increase the firefighter's salary just because. Kathy commented that during budget season, the salaries go before the Commissioners and Budget Committee for approval at that time. Commissioner Auger commented he agrees with Commissioner Cilley. He should bring it to their attention and recommend it. It is taxpayer money and they must look out for. They very seldom say no. Chief Sitar commented that this is operational. Once the budget is approved, it is his responsibility to live within it. He keeps the Board informed throughout the year.

Commissioner Cilley amended his motion that on page two of Labor Grade/Step System that the writing of the third paragraph read *The Fire Chief shall recommend the Grade and Step or Salary of each employee or position to the Board of Commissioners for approval.* Commissioner Auger seconded the motion.

Discussion: Commissioner Pyra commented they already do this during the budget process. Chief Sitar replied they do. He then explained this would only be when they hire new people with more qualifications or experience than the minimum requirements posted. If this person comes to us with 10 years' experience and would only take the position if they could be fairly compensated for this, he would review it and make the decision on whether it would be beneficial to Fire District to hire this person at a higher rate than the bottom position. This would only happen when we are hiring new people. During the budget season salaries are discussed. Nobody moves up through the step and grade system without approval during the budget process. He does not believe the amendment is needed.

Commissioner Cilley commented even though we have been doing it that way, the policy has changed, and we need to address the changes. The Chief operates the department; however, budgets fall under the Commissioners. If someone started after, you could go above. Chief Sitar commented he wouldn't go outside the budget. He would keep it within the budget. He has never gone over budget.

Commissioner Pyra commented that if FF A resigned May 1st and we are short. It takes two months to replace that person, we will save on salary but overtime costs will increase. We get an applicant that has 10 years' experience, that person wants a higher rate of pay. That should come before the Board of Commissioners.

Chief Sitar asked if it would be more appropriate for the wording to say *If the Chief is to bring on board a new member at a higher rate of pay than what was discussed during the budget process, he would bring that recommendation to the Board of Fire Commissioners for their approval.* Other than that, nothing else changes. Commissioner Cilley commented that the amendment is allowing him to do that. Chief Sitar commented that only problem he sees is that the hiring process may be delayed for a meeting with that.

Kaitlin commented that she is wondering they only meet once a month. This would be difficult in a hiring market as there are not a lot of firefighters available right now. This may put the District at a disadvantage. If they want that level of oversight, they may have to look at meeting more often so they have the flexibility to do that.

Commissioner Auger commented they can call a special meeting. He does like the way the amendment reads. He is in favor of it. Very seldom do they say no to the Chief. He runs the department. We feel he knows what goes on. When it comes to money, we must be frugal about it.

Lisa commented that if the Chief is running the department and has a budget, the only time he should have to consult about an employee is when he is going over his approved budget. You hate to take away the Chief's ability to offer a job to an employee. Kaitlin commented she feels the same way.

Commissioner Cilley commented they are not limiting him. He will know during the application process. He can request a special meeting to present this to the Board. There are a few things involved here. The hiring process will take a few days. There is an interview process. We are available. A special meeting can be held with 24 hours' notice.

Kaitlin commented this oversteps what a Board is responsible for at that level. She works with hundreds of nonprofits; this is really what you pay the Chief to do. They hire him to make these kinds of decisions. As a member of the public, this is a concern she has.

Lisa commented the Board is responsible for overseeing the broad budget. The taxpayers vote on that budget. The Chief is given that budget so it should be within his purview to do with that budget what he sees fit to run his department.

Commissioner Pyra asked Commissioner Cilley how involved the School Board is in the hiring of a teacher and what that teacher is earning. He would like to know if the Superintendent has to go to the School Board for that. Commissioner Cilley replied he would have to research it as he is not on that part of the hiring process. He does know the Superintendent presents it to the Finance Committee who then presents it to the Board. What he is reading is a step-in salary which says he can give the person a raise if he chooses. If he wants to make a recommendation to the Board, he would probably support that; but it is a recommendation to the Board.

Commissioner Auger commented we have been through this before. When the Chief wanted to give a raise to the Deputy, he brought it to the Board. They voted on it. The money was there. It is not a big thing for him to come to them.

Lisa asked Chief Sitar if he has a budget for salaries and personnel. He has a budget to live within. It isn't broken down for each. Chief Sitar replied he must know who makes what so he can present an accurate budget. Things happen over the year that change things here and there. That salary line is within one to two percent of what he predicts it will be. The Deputy's change was during the budget process. He always lives within the budget.

Commissioner Auger explained the budget is a bottom-line budget. Chief Sitar commented he has never gone over the budget. They pay him to manage the department and the budget. He reports to the Board every month on how the budget is going. They know exactly how the budget is going.

There being no further discussion, roll call vote was taken on amendment.

Roll Call: Commissioner Auger: Yay
 Commissioner Cilley: Yay
 Commissioner Pyra: Nay

Motion passed.

Roll call vote was taken to approve the Labor Grade/Step System Policy as amended.

Roll Call: Commissioner Auger: Yay
Commissioner Cilley: Yay
Commissioner Pyra: Nay

Discussion of Fire Station Committee Final Report

Commissioner Cilley commented that with the report being sent to the Board, this completes what the Fire Station Committee was charged with.

Commissioner Auger asked how many people were on the Committee. Commissioner Cilley responded there were 10 members: nine voting members. Commissioner Auger wanted to know if they all agreed on the choice.

Commissioner Cilley commented six of the nine recommend #1, pursuing the Park Street Station as a single station headquarters. Three of the nine recommended #3, a headquarters elsewhere in the District with the Park Street Station as a substation would better serve the future needs of the District.

The recommendation for #1 was based on: The Park Street Station being the geographic center of the District. The District owning the property thus reducing the cost of having to purchase property. A structure they could build upon, which would shorten the time for a station to be built. Some of the basic infrastructure exists. One station has the advantage of personnel and equipment in one location.

The recommendation for #3 was based on: Park Street would remain the same but could be renovated with minimum changes. It may allow a smaller footprint for the headquarters. It would allow for the Call Company to continue to operate out of Park Street. A single story would allow for ADA getting away from stairs and an elevator. Park Street is still within the village district which makes it more available to the public and staff. Cons to doing this would be land acquisition. At the end of the Committee, it was decided a discussion with the Town of Tilton might be something for the Commissioners to consider. The addition of living quarters at Park Street would be an increase of cost. There would also be higher costs associated with building a new building as a new headquarters. Staff and supplies would be needed in both locations. Increased operating expenses for two facilities versus one facility.

There are some cons to one station at Park Street. You will be shoehorning it in. Ten to fifteen years from now you may have to go with a substation. This report was generated as a here and now assessment.

Kaitlin added when the six of nine made the recommendation of having Park Street as a single station headquarters, they felt it was the more feasible thing to get passed by the public at this point. There were a variety of reasons for that with cost being the biggest one. This is not the solution for decades to come; but it is the most feasible for the District at this time. They did have caveats to that.

Commissioner Pyra asked Commissioner Cilley if he had stated that if they build Park Street, if 10 to 15 years they will outgrow that space. Commissioner Cilley replied that there is always that potential. If they could house all the equipment there. It would be a tight space, but it is doable. Commissioner Pyra commented that in 10 to 15 years they could outgrow that space, but they are going to be paying for it for 20 to 25 years.

Kaitlin commented there were many members of the Committee who felt they could fit something fairly large at Park Street. The architect came in and showed they could do this. The Chief is working on expanding the footprint of that site. She didn't recall that there was a consensus they would outgrow this in 10 to 15 years. It was a discussion that came up. She doesn't want it reflected that the Committee felt that it was that time limited. She disagrees with that.

Lisa commented that what the six out of nine ended up choosing was what they felt the District may be able to pass on a warrant article. Now, with COVID-19, we are going to be in an economic downturn for the next few years. We didn't know this at the time. We were looking for what the District can afford to build. We felt the voters would likely approve one station at Park Street. That is what the six of nine

were going for. We must get something passed. If the Commissioners and fire department feel they want a larger station elsewhere, they can still pursue it. This was their recommendation on what they felt voters would approve.

Commissioner Auger commented that his feeling is they have spent money on different areas already. They cannot continue to spend money on something that isn't going to happen. They need to move forward. This sounds like the best possibility to pass. He would vote for it. We have dumped all kinds of money in the other building and will keep doing it unless we do something.

Kaitlin commented there was another voice they had not heard. The Chief was not a voting member of the Committee. He brought up the increase in response times. It could come up as a concern from the public as well, especially in the east part of Tilton. Parts of Northfield will have a decrease in response times. That is another voice. They appreciate the Chief being there giving his professional opinion.

Chief Sitar clarified Kaitlin's comment on response times. If the fire department is located solely at Park Street, two-thirds of the calls they go on will have an increase in response times. Two-thirds of the calls are in Tilton. The calls they go to in Northfield on Shaker Road and Route 140 will also have an increase in response times. This is just a fact. Certainly, there are areas in Northfield that will have a decrease in response time. When you are increasing response times to approximately two-thirds of your call volume, you are doing a disservice to the whole community. If there is a fire or EMS serious injury or ailment, the longer the response times the poorer the outcome. As the Fire Chief it is important to bring this information to them, so they are aware of that going forward. However the District votes, he will make sure they do their best with whatever they are given. He wanted them to be aware of the response times. When you are locating a fire station, the important thing to consider is the response times. He realizes this was a financial decision.

Commissioner Auger asked if response times are more now than if they were at Park Street since a lot of the equipment is there. The ladder and second ambulance are there. They must go there to get it. Having it all together would be a benefit to everyone. To him it would cut down on the response time by getting it out faster. Chief Sitar replied that 99% of the incidents require an ambulance or engine. They have that at Center Street. Additional pieces of apparatus for additional calls do come from Park Street. At times they do have to go to Park Street to get the second ambulance which does increase their response times. When you have the equipment you need, which is an engine and an ambulance, in the location you are at is how we keep our response times down. If everything is moved to Park Street, response times will be increasing to two-thirds of our calls.

Commissioner Cilley asked how much the response times would increase. Chief Sitar replied approximately two minutes. Commissioner Cilley commented part of the response times could be shortened by it being a single-story building. You would have to go down those dangerous stairs. You would have quicker from the chair to onto the road. The difference would be getting from Park Street to the center of town where Center Street would be responding from. Chief Sitar replied response time is the time from when you roll out the door until you arrive on scene. What Commissioner Cilley is talking about is turnout time. Turnout time would improve with a single-story solution if the solution wasn't so far spread out that you have to travel a long distance. The response time he is talking about is the time from the time when you roll out the door until you arrive on scene. Responding from Park Street is going to increase our response time for two-thirds of our calls by about two minutes.

Kaitlin asked if the two-thirds of the calls in Tilton were mostly residential or commercial. Northfield has the higher number of citizens. Chief Sitar replied most of them are residential. The median age in Tilton is higher than the median age in Northfield. The older someone gets, the more likely they are going to require the services of the fire department. That is a big factor in why the response times are the way they are.

Commissioner Auger commented two stations require more people. The actual cost will be higher as you will have to hire more people to man both stations. People need to be aware of that. Chief Sitar replied that is correct. People need to decide if the cost to have more people for better response times is worth it or not.

Commissioner Pyra commented they were supposed to have this information back in March. Now, we are going to be presenting this information, hopefully, in June. He wanted to know if they are realistically looking at something for the 2022 District Meeting versus the 2021. His experience on the Police Building Committee showed that it took a year to get ready. They don't have a year any longer as they have lost three months. They don't know what the economic future is going to be. The rates were good. Is 2021 realistic? At some point they are going to have to add people. Will this space accommodate six people? What are the plans for then? Commissioner Cilley replied they have not gotten to the engineering part of it. They dug into it and then backed out of it. Lisa commented it is the engineer's job to do a spatial plan and design. There is a warrant article this year that has something to do with design money. That may change the voters mind if they say there is only this amount of room for these many firefighters. Commissioner Pyra commented they will get a good feeling on how the District wants them to go at District Meeting. Kaitlin commented they looked at this as being a fairly large station. Commissioner Cilley explained what they had looked at in terms of a station. Discussion ensued.

Commissioner Cilley asked the Board what they felt the Committees next step should be now the report is finished. Commissioner Auger replied they present it to the District and see what happens at District Meeting. Commissioner Pyra recommended they work on their presentation, get District Meeting done and over with, listen to the feedback from the voters and go from there.

Kaitlin commented the Committee requested she be the one to give the presentation. Kevin Cate would be assisting. Originally the Committee thought they would give a verbal presentation with copies of the report available to the public. She asked that since they have the extra time would they want to do a PowerPoint presentation. Lisa felt the public likes to see something in front of them. A short PowerPoint presentation would be good. Commissioner Auger agreed. Commissioner Pyra agreed as well. The people need to have the visual. Discussion ensued about the PowerPoint presentation.

The Fire Station Committee members present decided to meet again to work on the PowerPoint presentation. They agreed to try to meet on May 12th.

Commissioner Pyra thanked the Committee for all their hard work. Commissioner Auger thanked the Committee as well.

New Business

Sick Leave Hours Policy

Chief Sitar explained he was reviewing all the policies to make sure they were correct. He discovered that the firefighters have six weeks of sick time they can accumulate. He is recommending they adjust the administrative side to equal the firefighters. The administrative people currently get 96 hours which is two and one-half weeks. To make it equivalent, they should have 240 hours. Commissioner Pyra asked if he were a new firefighter would he get 288 hours when he started. Kathy responded no; they earn 12 hours per month up to a total of 288 hours. Commissioner Auger asked if a firefighter gets paid his sick leave when he gets done. Kathy explained they do not get paid their sick/personal time. They only get paid their vacation time. Discussion ensued.

Commissioner Pyra made a motion to accept the Sick Policy as amended. Commissioner Cilley seconded the motion. There being no discussion, roll call vote was taken.

Roll Call: Commissioner Auger: Yay
Commissioner Cilley: Yay
Commissioner Pyra: Yay

Motion passed.

Meeting Minutes

April 6, 2020 & April 15, 2020

TNFD Commissioner's Meeting
05/05/2020

Commission Auger asked the Board if they had reviewed the minutes. Commissioner Pyra made motion to move the review of the minutes of April 6, 2020, and April 15, 2020, to the meeting of June 2, 2020. Commissioner Auger seconded the motion. There being no discussion, roll call vote was taken.

Roll Call: Commissioner Auger: Yay
Commissioner Cilley: Yay
Commissioner Pyra: Yay

Motion passed.

Other Business

Investment Policy

The Board agreed to sign the Investment Policy at the next meeting when they can in person.

Adjournment

Commissioner Pyra made a motion to adjourn at 8:08 PM. Commissioner Auger seconded the motion. There being no discussion, roll call vote was taken:

Roll Call: Commissioner Auger: Yay
Commissioner Cilley: Yay
Commissioner Pyra: Yay

Meeting adjourned at 8:08 P.M.

Respectfully submitted,

Kathy Tobine

Kathy Tobine
Administrative Assistant

Next Meeting Date, Time, Place: 06/02/20 at 5:30 PM. Meeting to be held at Tilton Town Hall, Downstairs Meeting Room, 257 Main Street, Tilton.