

Tilton-Northfield Fire & EMS Commissioners' Meeting

Meeting Called By: Commissioners

Date, Time: 11/10/2020, 5:30 PM

Transcribed By: Beth Joslin

Location: Tilton Town Hall
Downstairs Meeting Room
257 Main Street
Tilton NH

Call to Order

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

Attendance

Commissioners Paul Auger, Jon Cilley, Eric Pyra; Chief Michael Sitar and Administrative Assistant Kathy Tobine

Public: Firefighter Dan Leathers

Correspondence

Moderator Finemore's letter appointing Scott Lewendowski to the Budget Committee.

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

Dan commented that he is here to talk about the health insurance.

Commissioner Auger commented he didn't know we were discussing this tonight. Kathy explained that we are in open enrollment. We need to notify the employees about their plan and notify HealthTrust what we decide by November 25th.

Chief Sitar explained that we reviewed the plan. It is supposed to have a 6.4% increase this year. When we ran the numbers including four new employees, the net cost increase will only be approximately \$3,300.

Commissioner Auger commented he is willing to split the cost with the people. Chief Sitar explained that the District pays 88% and the employee pays 12%. Commissioner Auger asked what an additional 3% would cost. Discussion ensued about the deductible.

Discussion ensued about the cost of the four additional firefighters.

Dan commented that he felt like they were getting off track discussing the cost of the additional firefighters 3 years from now. The worst-case scenario is that if all the new members choose family plans there will be an additional cost of \$3,300.

Commissioner Cilley stated that he had different math and that it should be costing them much more. Chief Sitar reminded him that the grant will pay for part or all of the new hire's insurance depending on which plan they choose. Kathy commented that last year they had appropriated \$283,101.35 and this year minus the grant money is where they are getting \$3,348.05 increase.

Chief Sitar commented that the district has to remain competitive as several other departments in the state are hiring. There are currently 32 positions being hired for and only 13 graduating from the academy.

Commissioner Cilley asked where our benefits sit compared to our peer departments.

Commissioner Pyra asked how we compare to the other towns hiring, how we compete against the market. We have to remain competitive. Chief Sitar commented we are on the low end of the market on starting pay. As far as health insurance and benefits they are in the middle.

Commissioner Auger commented that if you add up our benefits and compared them to other departments like Franklin or Belmont, he feels they would come out ahead.

Chief Sitar provided info on Franklin, commenting that pay wise they are about the same but that Franklin pays 100% of insurances.

Commissioner Auger commented that he would like to have an insurance representative to discuss this with for next year. Discussion ensued regarding insurance companies and shopping around.

Commissioner Pyra asked if they have excess funds from the grant could it be used to offset some of the other costs, and if they have money remaining when the grant is over does it need to be returned? Chief Sitar stated that they will keep all the money.

Commissioner Pyra commented he would like to know how we compare to the other towns/cities that are hiring. Franklin, Belmont, Gilford, Laconia, Plymouth are some of the communities they are interested in.

Chief's Report

Budget

- The audited Unassigned Fund Balance is \$562,058.
- Apparatus & Equipment Replacement Fund balance through October: \$670,355.50
- 2019 Ambulance Revenue through October: \$354,716.11.
- We are 75.07% through the budget year and have expended 79.6% of the voted budget.
- The voted budget for 2020 is approximately 10% less (\$255,313) than the voted budget for 2019.
- Deficits vs. Offsets: Currently projected to be \$11,500 in the black.

Fire Prevention Report for October 2020

- Report included in handout.
- For the Month of October, there were 61 Fire Prevention inspections.

Run Report for October 2020

- Report included in handout.
- For the Month of October, we had 156 incidents.
- 110 of the incidents were EMS in nature and that equates to 71% of our total incident volume for the month.
- The Engine responded to 40 EMS and MVA incidents last month.
- We are 26 incidents above where we were this same time last year.

Overlapping/Simultaneous Incidents for October 2020

- Report included in handout
- We had 24 overlapping/simultaneous incidents for the month.
- Overlapping/simultaneous incidents account for 15% of all incidents for the Month of October.
- Of the 24 simultaneous incidents TNFD responded to 23.
- We received 4 mutual aid Ambulance responses.
- We responded to 1 mutual aid Ambulance requests.
- We received 2 mutual aid Engine responses.
- We responded to 0 mutual aid Engine requests.

Commissioner Auger commented on the hours that are busier.

Apparatus

- A1: Had an intercooler problem that was repaired.
- T1: Has a coolant leak and a charging problem. Scheduled to be looked at next week.

TNFD Commissioner's Meeting
11/10/2020

- New Engine: Captain Powell and Chief Sitar went to PA for the preconstruction meeting at Sutphen East. Minor changes were made to the engine. The following items were added or changed:
 - Added 110V outlet in the cab and in an ems compartment
 - Added mounting plated for tools in the cab
 - Added a pull-out tray to the officer's seat for the iPad
 - Added a white light cut out switch to cut out reflection in bad weather
 - Added a pump overheat protection manager, to protect the pump when not manned
 - Changed style of mirrors
 - Changed the shoreline connection to waterproof

The changes will cost an additional \$1,339.66. Through negotiations \$10,086 was saved off the purchasing price, some of that will be used to pay for the radio swap. There will be a surplus of roughly \$6,500 after everything is paid for.

Discussion ensued regarding changes made to truck.

COVID-19

- No employee unprotected exposures.
- We are seeing an uptick in the amount of local cases.
- FROST (First Responder Optional Surveillance Test) program

Center Street

- Nothing to report.

Park Street

- Bathroom project put off until the new year.

Fire Department Radio System

- Park Street
 - Zoning Board of Adjustment hearing for proposed tower has been continued.
 - Next meeting is Monday, November 30, 2020 at 7:00pm.

Personnel

- Ryan O'Hara FF/Paramedic was hired and will start on November 30th. He is a lateral transfer from Bedford Fire Department.
- Two Call Company applications in process.

Fire Station Committee

- No money appropriated for any fire station engineering or design in the 2020 Budget.

Currently Working On

- SAFER Grant Implementation
 - Hiring process
 - Oral Boards are scheduled for November 23rd.
 - Center Street Station modification
- Covid-19 Grant
 - May 2020: Awarded \$9,121
 - October 2020: Application in process
- 2021 Budget
- Call Company recruitment
- Capital Improvement Plan
 - New Ambulance – 2021 Budget
 - New Engine – 2021 Budget
 - New Car 3 – 2021 Budget

Old Business

Formally Accept 2020 AFG-S Grant

Commissioner Cilley made a motion to accept the 2020 AFG-S Grant for \$9,121. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed.

Formally Accept COVID-19 Stipend Reimbursement

Commissioner Pyra made a motion to accept the COVID-19 Stipend Reimbursement for \$42,275.12. Commissioner Cilley seconded the motion. There being no discussion, vote was taken. Motion passed.

Additional Firefighter Funding Committee

The Board agreed to postpone this until the December 1st meeting.

Starting Date for New Firefighters

Chief Sitar commented the earliest we can start them is January 4th but only if the physicals are done this year. If we wait, those firefighters will not start until February sometime; but they must start by February 20th. Discussion ensued about the process.

Commissioner Auger spoke about staggering the shifts. Chief Sitar explained that the condition of a SAFER grant is that you have four individuals on duty 24/7 365. Discussion ensued about overtime. Per diem firefighters were discussed.

New Business

Appoint Commissioner Representative to Budget Committee

Commissioner Pyra volunteered to be on the Committee. Commissioner Auger made a motion for Commissioner Pyra be the representative to the Budget Committee. Commissioner Cilley second the motion. There being no discussion, vote was taken. Motion passed.

Meeting Minutes

September 29, 2020 and October 6, 14, & 27, 2020

Commissioner Auger made a motion to accept the minutes of September 29th, October 6th, October 14th public and October 27th as written. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed.

Nonpublic Session

Motion to enter Nonpublic Session made by Commissioner Auger to review the minutes of the nonpublic session of October 14th and review Disposition Reports. Commissioner Cilley seconded the motion.

Specific Statutory Reason cited as foundation for the nonpublic session:

*RSA 91-A:3, II(c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, **other than a member of this board**, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.*

Roll Call vote to enter nonpublic session:

Paul Auger	Yes
Jon Cilley	Yes
Eric Pyra	Yes

Entered nonpublic session at 7:30 p.m.

Motion to leave nonpublic session and return to public session by Commissioner Cilley, seconded by Commissioner Pyra.

