

Tilton-Northfield Fire & EMS Commissioners' Meeting

Meeting Called By: Commissioners

Date, Time: 03/02/2021, 5:30 PM

Transcribed By: Beth Joslin

Location: Northfield Fire Station
149 Park Street, Northfield

Call to Order

Commissioner Auger called the meeting to order at 5:33 PM.

Attendance

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

Public: Paul Fitzgerald and Kent Finemore

Correspondence

- 02.16.21 Tilton & Northfield Aqueduct
- 02.22.21 Tilton & Northfield Aqueduct

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

Kent stated that he came to make sure everything was all set for district meeting. Discussion ensued regarding changes to how the meeting is normally run due to Covid-19.

Nonpublic Session

Motion to enter Nonpublic Session made by Commissioner Cilley and seconded by Commissioner Pyra.

Specific Statutory Reason cited as foundation for the nonpublic session:

RSA 91-A:3, II(I) *Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.*

Roll Call vote to enter nonpublic session:	Paul Auger	Yes
	Jon Cilley	Yes
	Eric Pyra	Yes

Entered nonpublic session at 5:42 p.m.

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

Roll Call Vote to exit nonpublic session:	Paul Auger	Yes
	Jon Cilley	Yes
	Eric Pyra	Yes

Motion: PASSED

Public session reconvened at 6:43 p.m.

Motion made to seal these minutes? No

Chief's Report

Budget

- The 2020 Unassigned Fund Balance is \$626,117
- Apparatus & Equipment Replacement Fund balance through February: \$831,006.90

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- 2021 Ambulance Revenue through February: \$95,303.47
- We are 100% through the budget year and have expended 97.7% of the voted budget.
- The 2020 books are closed
- There was \$33,026.50 in unexpended Operating funds.

Fire Prevention Report for February 2021

- Report included in handout.
- For the Month of February, there were 33 Fire Prevention inspections.

Run Report for February 2021

- Report included in handout.
- For the Month of February, we had 131 incidents.
- 81 of the incidents were EMS in nature and that equates to 62% of our total incident volume for the month.
- The Engine responded to 35 EMS and MVA incidents last month.

Overlapping/Simultaneous Incidents for February 2021

- Report included in handout
- We had 16 overlapping/simultaneous incidents for the month.
- Overlapping/simultaneous incidents account for 12% of all incidents for the month of February.
- Of the 16 simultaneous incidents TNFD responded to 16.
- We received 7 mutual aid Ambulance responses.
- We responded to 1 mutual aid Ambulance requests.
- We received 9 mutual aid Engine responses.
- We responded to 1 mutual aid Engine requests.

Commissioner Auger asked that now with four people on a shift if they expect the mutual aid requests to go down. Chief Sitar replied that he did. Discussion ensued.

Apparatus

- E1: Pump shift PTO switch was rebuilt
- Warrant articles to purchase a new engine at \$720,000 and a new ambulance at \$280,000

Commissioner Cilley asked if that was the best deal they could get for an ambulance. Chief Sitar replied that it had gone out to bid and that there would also be trade in value for the old ambulance.

COVID-19

- No new employee unprotected exposures.
- All members of TNFD have received or been offered COVID-19 Vaccinations.

Center Street

- The reorganization of Center Street to accommodate the new employees is complete.

Park Street

- Bathroom project put off until after District Meeting.

Fire Department Radio System

- Park Street
 - Zoning Board of Adjustment approved variance and special exemption for Communication Tower at Park Street
 - Next step is to the Planning Committee for site plan approval, probably in April.
 - The State has required the plan to be on mylar for recording purposes. This is currently being done.

Personnel

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- Travis Gosine, Zach Marcoux, Ryan Pelow, and Theo Partington have completed their orientation and are all assigned to a shift.

Fire Station Committee

- Warrant Article for \$100,000 for engineering and design.
- Warrant Article for \$5,000 to purchase additional land at Park Street

Currently Working On

- New Dry Hydrant and Water Cistern Locations
- SAFER Grant implementation
- COVID-19 Grants
 - May 2020 – Awarded \$9,121.
 - January 2021 – Awarded \$1,938.78
- 2020 AFG Grant: submitted a regional training grant
- Call Company recruitment
- Capital Improvement Program
 - New Engine 2020
 - New Ambulance 2020
 - New Deputy Vehicle 2021

Discussion ensued regarding the cost of cisterns and dry hydrants.

Old Business

Water District Contract

Kathy commented that she will be contacting the water department to set up a meeting to discuss the agreement.

New Business

Vaccination

Chief Sitar stated that the state has requested help from the fire departments in administering the Covid vaccinations. The agreement would be that the department pays personnel for their time and is later reimbursed. Discussion ensued.

Commissioner Cilley made a motion to sign the agreement as written allowing staff to participate in administering vaccines. Commissioner Pyra seconded the motion. Being no further discussion, vote was taken.

Commissioner Auger: Yes Commissioner Cilley: Yes Commissioner Pyra: Yes
Motion passed.

Fire Prevention Fees

Deputy Joubert proposed waiving permit fees for residents when they install appliances themselves, such as woodstoves, and continuing to charge for items installed by a contractor. Commissioner Auger commented that he is a firm believer that things like that ought to be covered by the taxes they've paid. Discussion ensued.

District Meeting Plan

Chief Sitar shared with the commissioners his PowerPoint for the meeting to get their opinion and any changes. Commissioner Pyra asked if there would be information regarding the grant positions. Discussion ensued.

Deputy Robinson expressed concern regarding amendments being proposed before voters have a chance to hear the whole proposal.

Extensive discussion ensued regarding the PowerPoint slides.

The district meeting for 2022 was discussed.

Deputy Robinson expressed that he hoped that the board was fully backing the SAFER grant because it is something the department really needs given the call volume and the dwindling call members.

Warrant Articles

Discussion ensued regarding who would be speaking to which warrant article.

Chief Sitar reviewed information to be presented regarding the proposed new engine and ambulance. Discussion ensued.

Nonpublic Session

Motion to enter Nonpublic Session made by Commissioner Cilley and seconded by Commissioner Pyra.

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 8:16 p.m.

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

Roll Call Vote to exit nonpublic session:

Paul Auger	Yes
Jon Cilley	Yes
Eric Pyra	Yes

Motion: PASSED

Public session reconvened at 8:22 p.m.

Motion made to seal these minutes? No

Adjournment

Commissioner Pyra made a motion to adjourn at 8:22 P.M. Commissioner Auger seconded the motion. There being no discussion, vote was taken. Motion passed.

Meeting adjourned at 8:22 P.M.

Respectfully submitted,

Beth Joslin

Beth Joslin
Office Clerk

District Meeting Date, Time, Place: March 15, 2021 at 7:00 PM.
Winnisquam Regional High School, Cafetorium
435 West Main Street, Tilton, NH

Next Meeting Date, Time, Place: April 6, 2021 at 5:30 PM.
Tilton Town Hall, Downstairs Meeting Room
257 Main Street, Tilton, NH