

Tilton-Northfield Fire & EMS Commissioners' Meeting

Meeting Called By: Commissioners

Date, Time: 06/07/2021, 5:30 PM

Transcribed By: Beth Joslin

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

Call to Order

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

Attendance

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

Correspondence

Tilton & Northfield Aqueduct Disconnect Notice

Kathy commented that there was a disconnect notice as well as a letter regarding the letter they had sent in April and the use of the fill line. Chief Sitar commented that he has sent the most recent correspondence to their lawyer. Discussion ensued regarding the rates and the complaints of the misuse of the fill line at Park Street.

Chief's Report

Budget

- The 2020 Unassigned Fund Balance is: \$626,117.
- Apparatus & Equipment Replacement Fund balance through May: \$193,743.65
- 2019 Ambulance Revenue through May: \$186,743.65.
- We are 4% through the budget year and have expended 35.1% of the operating budget.
- The 2020 Audit has taken place and we are awaiting the final documents to be produced by the auditor.

Fire Prevention Report for May 2021

- Report included in handout.
- For the Month of May, there were 59 Fire Prevention inspections.

Run Report for May 2021

- Report included in handout.
- For the Month of October, we had 161 incidents.
- 106 of the incidents were EMS in nature and that equates to 66% of our total incident volume for the month.
- The Engine responded to 27 EMS and MVA incidents last month.

Overlapping/Simultaneous Incidents for May 2021

- Report included in handout.
- We had 37 overlapping/simultaneous incidents for the month.
- Overlapping/simultaneous incidents account for 23% of all incidents for the Month of May.
- Of the 37 simultaneous incidents TNFD responded to 36.
- We received 3 mutual aid Ambulance responses.
- We responded to 3 mutual aid Ambulance requests.
- We received 3 mutual aid Engine responses.

- We responded to 3 mutual aid Engine requests.

Apparatus

- A1: Had the A/C fixed.
- PMs for apparatus will begin in July.

COVID-19

- No employee unprotected exposures.
- All members of TNFD have received or been offered COVID-19 Vaccinations.
- The State is not sending out community tracking numbers anymore

Center Street

- Nothing to report.

Park Street

- Trying to find a new concrete contractor for the job as the previous one has pulled out.

Fire Department Radio System

- Park Street
 - A building permit will be pulled to construct the new tower shortly.
- Repeater
 - I have been contacted and am having discussions on the possibility of collaborating with Tilton PD and Lakes Region Mutual Fire Aid to add a receiver to FD system, a simulcast radio for the PD and a backhaul link for LRMFA.

Commissioner Cilley asked if there was any cost exchange. Chief Sitar replied that if they collaborate it will be a lot cheaper than everyone. The talks are just in the beginning stages.

Personnel

- Nick Baker has resigned as of 4/5/21
- Contingent offer has been made and we are waiting for the physical.
- Harris Klaus, New member of the call company.
- FF/EMT Kyle Boynton, New member of the call company.

Park Street Land

- The land at Park Street has been purchased and the deed has been recorded at the Merrimack County Registry of Deeds.

Currently Working On

- New Dry Hydrant and Cistern locations
 - SAFER Grant Implementation
- Received our first reimbursement, first quarter of 2021.
- COVID -19 Grants
 - May 2020 – awarded \$9,121.
 - January 2021 - awarded \$1,938.78.
- 2020 AFG Grant: submitted a regional training grant.
 - Awards to be announced in July and August
- Capital Improvement Program
 - New Deputy Vehicle 2022

Old Business

Team Meeting continuation

Kathy asked if they wanted to continue using Teams for Commissioner meetings. Discussion ensued regarding having it as an option.

Commissioner Cilley made a motion to keep teams as an option and only using it if the public requests in advance to join the meeting remotely. Commissioner Pyra seconded the motion. Being no further discussion, vote was taken. Motion passed.

SAFER Grant Continuation Committee and Fire Station Building Committee

Commissioner Pyra commented that he has sent a letter to the Laconia Daily Sun but it has not yet been published and thinks they should put out the information on social media. Kathy commented that she can post it on the district website as well.

Northfield Selectmen Request

Commissioner Pyra commented that when the fire district met with Northfield Selectmen it was requested that the Fire District change their meeting day as it is on the same day and time as the Selectmen's meetings. After some discussion the consensus was to keep the meetings on Tuesdays.

New Business

Dry Hydrants & Cisterns

Chief Sitar discussed the list of potential dry hydrant and cistern locations he has looked at and the process, noting that they likely cannot go beyond looking at locations this year as money was not budgeted for it. Commissioner Pyra asked if they could get pricing to include it in the budget for next year. Discussion ensued regarding locations of cisterns.

Meeting Minutes

May 11, 2021 Public

Commissioner Auger made a motion to accept the minutes of May 11, 2021 Public as written. Commissioner Cilley seconded the motion. There being no discussion, vote was taken. Motion passed.

May 11, 2021 Nonpublic

Commissioner Cilley made a motion to accept the minutes of May 11, 2021 Nonpublic as written. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed.

Other Business

Chief Sitar commented that he had a conversation with NH DOT regarding a work that will be done to reenforce the riverbank along Route 3 between Cumberland Farms and the old police station. The work will likely begin in September.

Nonpublic Session

Motion to enter Nonpublic Session made by Commissioner Pyra to review the minutes of the nonpublic session of June 7th 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 6:31 p.m.

Motion to leave nonpublic session and return to public session by Commissioner Pyra, 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 6:42 p.m.

Motion made to seal these minutes? No

Adjournment

Commissioner Pyra made a motion to adjourn at 6:43 P.M. Commissioner Cilley seconded the motion. There being no discussion, vote was taken. Motion passed.

Meeting adjourned at 6:43 P.M.

Respectfully submitted,

Beth Joslin

Beth Joslin
Office Clerk

Next Meeting Date, Time, Place: June 22, 2021 at 5:30 PM.
Tilton Town Hall, Downstairs Meeting Room,
257 Main Street, Tilton NH