

Tilton-Northfield Fire & EMS Commissioners' Meeting

Meeting Called By: Commissioners

Date, Time: 10/05/21, 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 5:48 PM.

Attendance

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

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

There was no public comment.

Correspondence

There was no correspondence.

Chief's Report

Budget

- The 2020 Unassigned Fund Balance is: \$626,117.
- Total Apparatus and Equipment Fund balance through September: \$296,279.57
- 2021 Ambulance Revenue through September: \$34,042.80 - +\$24,540.91 over last year
- We are 75% through the budget year and have expended 68.2% of the Operating budget.

Fire Prevention Report for September 2021

- Report included in handout.
- For the Month of September, there were 53 Fire Prevention inspections.

Run Report for September 2021

- Report included in handout.
- For the Month of September, we had 181 incidents.
- 121 of the incidents were EMS in nature and that equates to 67% of our total incident volume for the month.
- The Engine responded to 40 EMS and MVA incidents last month.

Overlapping/Simultaneous Incidents for September 2021

- Report included in handout
- We had 34 overlapping/simultaneous incidents for the month.
- Overlapping/simultaneous incidents account for 22% of all incidents for the Month of September.
- Of the 34 simultaneous incidents TNSFD responded to 34.
- We received 2 mutual aid Ambulance responses, 1 transported.
- We responded to 2 mutual aid Ambulance requests.
- We received 3 mutual aid Engine responses.
- We responded to 1 mutual aid Engine requests.

Commissioner Pyra asked if the department has had to rely on Laconia much. Chief Sitar replied that they are on automatic response right now to any first alarm fires because they are down an engine.

Apparatus

- U1: Plow scheduled for service and repair.
- U1: Rust in the bed of the pick-up has been repaired.
- E2: At Dingee being upfitted.
- New A2 scheduled for later winter, early spring delivery.
- New E1 final inspection scheduled for July 2022.

Commissioner Pyra asked if there were any upcoming repairs, they should be aware of. Chief Sitar stated that 21E3 was in an accident and the bumper was damaged but no one was hurt. The Engine was out of service for a few days till the insurance company could look at it. He also stated the hydraulic booster for the brakes on 21A1 went and they are waiting for the part.

COVID-19

- Operating under the revised State COVID EMS protocols.
- Door to FS is locked.
- Entry Protocol in place.

Center Street

- Researching a method of redundant internet service

Park Street

- Bathroom project underway

Fire Department Radio System

- Park Street
 - Some parts for the tower have arrived.
 - Additional borings completed.
- 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.
 - Tilton PD moving their radio repeater to Shedd Road. Microwave link installed between Shedd Road and Tilton PD.

SAFER Effect

- Average Response time to second or greater calls: 08:11 from 22:30.
- Average monthly Mutual Aid Transport: 1.5 from 6.5.

Personnel

- FF/EMT Lucas Hardy has resigned effective 10/27/21.
- FF/EMTP Nick Baker is rejoining TNFD starting 11/02/21.

Currently Working On

- New Hydrant & Water Cistern locations
 - Meeting with Peter Ames NH Dams 8/10/21
- SAFER Grant Implementation
 - Received our second reimbursement, second quarter of 2021
- COVID-19 Grants
 - September 2020 – awarded \$9,121.
 - January 2021 – awarded \$1,983.78.
- 2020 AFG Grants: submitted a regional training grant.
 - Awards to be announced in September and October.

- Capital Improvement Program
 - New Deputy Vehicle 2022
- 2022 Budgets

New Business

There was no new business.

Old Business

Park Street Borings

Chief Sitar stated that the borings were done last week and he doesn't believe they will need to pay for the report. Commissioner Cilley asked if it was done in the area they are looking to build. Chief Sitar replied that it was and they went down 50-60 feet.

Station Committee Update

Commissioner Cilley stated the station committee would like copies of all the documents the architect has created. He stated that the committee would rather go with a smaller design firm than a larger engineering firm, because of the higher costs associated with engineering firms. Discussion ensued regarding various plans created in the past.

LRMFA Letter regarding State Property

Kathy to invite Boards of Selectmen from Tilton and Northfield to next meeting and request to use Tilton PD.

Water Department Update

Commissioner Cilley asked if there was any information on holding a special meeting. Chief said there was not yet, that they were waiting to see what would happen with the dismissal hearing on October 14th. He commented that they had received new bills from the water district. Chief Sitar to check with the attorney regarding public access for the hearing.

Meeting Minutes

August 10, 2021

Commissioner Cilley made a motion to accept the minutes of August 10th as presented. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed.

September 7, 2021

Commissioner Cilley made a motion to accept the minutes of September 7th Commissioner Auger seconded the motion. There being no discussion, vote was taken. Motion passed.

September 21, 2021

Commissioner Auger made a motion to table the minutes of September 21st as written. Commissioner Cilley seconded the motion. There being no discussion, vote was taken. Motion passed.

September 28, 2021

Commissioner Auger made a motion to table the minutes of September 28th as written. Commissioner Cilley seconded the motion. There being no discussion, vote was taken. Motion passed.

2022 Budget

Starting Pay

Chief Sitar commented that he was able to get information from more towns for the wage survey. TNFD's starting pay is \$17.93/hour. Average starting pay in the Lakes Region is \$19.59. Average of towns outside of the Lakes Region is \$21.31. Chief Sitar reviewed the survey information he collected from other towns. Chief Sitar stated that his recommendation for

starting pay 19.78 and is included in the 2022 budget. Discussion ensued regarding salaries, overtime, and the effect it will have on the budget.

Nonpublic Session

Commissioner Pyra made a motion to enter nonpublic session at 7:05 PM per 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. Commissioner Cilley seconded the motion.

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

Nonpublic session entered at 7:06 PM.

Commissioner Cilley made a motion to leave nonpublic session and return to public session. Commissioner Auger seconded the motion.

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

Motion passed.

Public session reconvened at 7:25 PM.

A motion was made by Commissioner Pyra and seconded by Commissioner Cilley because it is determined that divulgence of this information likely would adversely affect the reputation of any person other than a member of this Board.

Roll Call Vote to seal these minutes:	Paul Auger	Yes
	Jon Cilley	Yes
	Eric Pyra	Yes

Motion passed.

Other Business

There was no other business.

Adjournment

Commissioner Pyra made a motion to adjourn at 7:29 P.M. Commissioner Auger seconded the motion. There being no discussion, vote was taken. Motion passed.

Meeting adjourned at 7:29 P.M.

Respectfully submitted,

Beth Joslin

Beth Joslin
Office Clerk

Next Meeting Date, Time, Place: September 21, 2021 at 5:30 PM.
Tilton Town Hall, Downstairs Meeting Room,
257 Main Street, Tilton NH