

# Tilton-Northfield Fire & EMS Commissioners' Meeting

Meeting Called By: Commissioners

Date, Time: 1/11/2022, 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 5:34 PM.

## Attendance

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

## Old Business

### Review/Approve Warrant Articles

#### **Article 5) Add to Land & Building Fund**

To see if the District will vote to raise and appropriate the sum of One Hundred Thousand Dollars (\$100,000.00) to be added to the Land & Building Capital Reserve Fund previously established.

Commissioner Pyra asked how much it would affect the unassigned fund balance if the \$100,000 came from there rather than raising through taxes. Kathy noted that the fund is down to about \$500,000. Commissioner Pyra commented that he did not feel comfortable taking from there.

Commissioner Auger made a motion to recommend raising \$100,000 through taxation to add to the land and building fund. Commissioner Pyra seconded the motion. Being no discussion, vote was taken. Motion passed.

#### **Article 6) Fire Prevention ETF**

To see if the District will vote to raise and appropriate the sum of Nine Thousand Six Hundred Twenty-Seven Dollars (\$9,627.00) for the purpose of adding to the existing Fire Prevention Expendable Trust Fund with said funds to be withdrawn from the Unassigned Fund Balance. Funds appropriated from this fund do not affect the tax rate.

Kathy noted that the funds they are using are from Fire Prevention fees. Commissioner Auger asked how much money was in that fund now. Kathy replied that at the end of October they had \$33,000 in that account. Commissioner Pyra commented that some of that is to be used to buy a new fire prevention trailer in the future.

Commissioner Pyra made a motion to approve Article 6 as written. Commissioner Auger seconded the motion. Being no further discussion, vote was taken. Motion passed.

#### **Article 7) Fire Prevention Budget**

To see if the District will vote to raise and appropriate the sum of Four Thousand Four Hundred Eighty-Eight Dollars (\$4,488.00) for the purpose of purchasing materials, tools, and equipment related to public education, code enforcement, training, etc. with said funds to be withdrawn from the Fire Prevention Expendable Trust Fund. Funds appropriated from this fund do not affect the tax rate.

Commissioner Auger made a motion to accept \$4,488.00 for Fire Prevention Fees. Commissioner Cilley seconded the motion. Being no discussion, vote was taken. Motion passed.

**Article 8) Health Insurance Deductible ETF**

To see if the District will vote to raise and appropriate the sum of Two Thousand Eight Hundred Thirty-Six Dollars (\$2,836.00) for the purpose of adding to the existing health insurance deductible expendable trust fund with said funds to be withdrawn from the Unassigned Fund Balance. Funds appropriated from this fund do not affect the tax rate.

Commissioner Auger made a motion to accept \$2,836.00 from the unassigned fund balance for the purpose of adding to the Health Insurance Deductible ETF. Commissioner Cilley seconded the motion. Being no further discussion, vote was taken. Motion passed.

**Article 9) Communications Tower ETF**

To see if the District will vote to raise and appropriate the sum of Two Thousand Five Hundred Dollars (\$2,500.00) for the purpose of adding to the existing Communications Tower Expendable Trust Fund with said funds to be withdrawn from the Unassigned Fund Balance. Funds appropriated from this fund do not affect the tax rate.

Commissioner Auger asked for more information. Kathy stated that the article was for the Communications Tower at Park Street, the district received a payment of \$5,000 in 2021. Half of that payment is to go to the ETF and the other half will be used to offset the budget in the fall. Discussion ensued regarding the budget process and why the funds are added in the fall.

Commissioner Auger approved \$2,500 for the Communications Tower at Park Street. Commissioner Pyra seconded the motion. Being no discussion, vote was taken. Motion passed.

**Article 10) Dry Hydrant Cistern ETF**

To see if the District will vote to establish a Dry Hydrant/Cistern Expendable Trust Fund per RSA 31:19-a, expenditures from this fund will be used for the design, engineering, purchasing of materials, installation, and any fees or permits required to install dry hydrants and cisterns within the District and to raise and appropriate One Dollar (\$1.00) to put in the fund, with this amount to come from Unassigned Fund Balance; further to name the Board of Commissioners as agents to expend from said fund. Future funding will come from warrant articles at annual district meetings.

Commissioner Pyra made a motion to recommend article 10. Commissioner Auger seconded the motion. Being no discussion, vote was taken. Motion passed.

**Article 11) Add to Dry Hydrant Cistern ETF**

To see if the District will vote to raise and appropriate the sum of One Hundred Thousand Dollars (\$100,000.00) to be added to the Dry Hydrant/Cistern Expendable Trust Fund previously established.

Commissioner Auger made a motion to accept \$100,000 for discussion. Commissioner Pyra seconded the motion for discussion. Commissioner Auger expressed his concern that they don't know what will happen with the water company yet and feels this should be put on hold till they know what will happen. Commissioner Cilley stated that he is in favor of moving forward with the project and getting water out to the rural areas and since they currently don't have a contract, they should plan for the worst-case scenario. Commissioner Pyra agreed that they should plan for the worst case but also that there are a lot of areas that are not near public water. Discussion ensued regarding the water district and the possibilities for an agreement. Being no further discussion, vote was taken. Motion passed, 2 to 1.

**Article 12) Establish Contingency Fund**

To see if the District will vote to establish a contingency fund per RSA 31:98-a and raise and appropriate Twenty-Nine Thousand Four Hundred Four Dollars (\$29,404.00) to put in the fund.

This sum to come from the Unassigned Fund Balance. Any appropriation left in the fund at the end of the year will lapse to the general fund. Funds appropriated from this fund do not affect the tax rate.

Commissioner Cilley made a motion to recommend Article 12. Commissioner Pyra seconded the motion. Being no discussion, vote was taken. Motion passed.

**Article 13) Pressurized Hydrants**

To see if the District will vote to authorize the Commissioners to enter into a five-year agreement (beginning January 1, 2022 and ending December 31, 2026) in the amount of Five Dollars (\$5.00) for the purpose of providing pressurized hydrant services necessary for fire suppression and raise and appropriate the annual cost of One Dollar (\$1.00) for this year.

Kathy commented that she wasn't sure why they had chosen \$1 as the amount. Commissioner Cilley stated that they did not feel comfortable with choosing a dollar amount with out all the members present and so essentially added a \$1 to keep the line open so they could discuss it today. Commissioner Cilley was thinking \$125,000 and Commissioner Pyra was thinking \$75,000. Commissioner Auger feels that he is willing to do \$125,000 out of good faith but no more. He is not willing to pay that for last year. Commissioner Cilley stated that he was willing to do \$125,000 for one year, for a five-year contract he is more inclined to do \$100,000 per year. Commissioner Pyra asked how long the proposed contract was for last year. Kathy replied that it was for five years. Commissioner Pyra stated that they can probably expect the rate to go up given the upgrade the water district is planning so it may be good if they are able to get a lower rate for the next five years. Discussion ensued regarding rates and business fees.

Commissioner Cilley stated that the services need to equal what we are paying for. Hydrants need to be well maintained and shoveled every storm for what they are paying. Commissioner Cilley suggested \$100,000 per year. Kathy clarified that that would be \$500,000 total.

Commissioner Cilley made a motion proposing \$100,000 per year for 5 years for a total of \$500,000. If approved by the Water District and the voters, also to include a bail out clause if not approved by the taxpayers. Commissioner Auger seconded the motion. Being no further discussion, vote was taken. Motion passed.

**Article 14) Apparatus & Equipment Fund Budget**

To see if the District will vote to raise and appropriate One Hundred Sixty-Two Thousand Six Hundred Three Dollars (\$162,603.00) for the purpose of purchasing Fire, Rescue, EMS Equipment and Ambulance Charges, with said funds to be withdrawn from the Apparatus and Equipment Special Revenue Fund established under RSA 31:95-C (Adopted March 7, 2005). Funds appropriated from this fund do not affect the tax rate.

Commissioner Cilley made a motion to accept Article 14 as written. Commissioner Auger seconded the motion. Being no discussion, vote was taken. Motion passed.

**Article 15) New Car 3**

To see if the District will vote to raise and appropriate the sum of Fifty-Three Thousand Nine Hundred Eighty-Four Dollars (\$53,984.00) for the purpose of purchasing a current model year Ford Expedition to be used by the deputy chief with said funds to be withdrawn from the Apparatus and Equipment Special Revenue Fund established under RSA 31:95-C (Adopted March 7, 2005). Funds appropriated from this fund do not affect the tax rate.

Commissioner Auger if the price included everything. Kathy replied that it did.

Commissioner Auger made a motion to accept Article 15 as written. Commissioner Cilley seconded the motion. Being no discussion, vote was taken. Motion passed.

## **Article 16) Operating Budget**

To see if the District will vote to raise and appropriate the Budget Committee recommended sum of Two Million Eight Hundred Seventeen Thousand Nine Hundred Two Dollars (\$2,817,902.00) for general municipal operations. This article does not include appropriations contained in special or individual articles addressed separately.

Commissioner Cilley made a motion to accept article 16 as written. Commissioner Pyra seconded the motion. Commissioner Cilley asked what the difference between the Chief's, Commissioner's, and Budget committee. Kathy replied that the Chief's budget was \$2,861,316; the Commissioner's budget was \$2,817,520; and the Budget Committee's budget was \$2,817,902. Commissioner Cilley noted that there had been small changes up and down to make up the difference. Being no further discussion, vote was taken. Motion passed.

## **Meeting Minutes**

### December 9, 2021

Commissioner Cilley made a motion to accept the minutes of December 9, 2021 as written. Commissioner Auger seconded the motion. There being no discussion, vote was taken. Motion passed.

### January 5, 2022

Commissioner Auger made a motion to accept the minutes of January 5, 2022 as written. Commissioner Pyra seconded the motion. Commissioner Cilley commented that it appeared a chunk was missing. Approving minutes was held till the next meeting so they could be corrected.

## **Other Business**

Future Meetings were discussed.

## **Adjournment**

Commissioner Auger made a motion to adjourn. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed.

Meeting adjourned at 6:35 P.M.

Respectfully submitted,

*Beth Joslin*

Beth Joslin  
Office Clerk

Next Meeting Date, Time, Place:

February 1, 2022 at 5:30 PM.  
Tilton Town Hall, Downstairs Meeting Room,  
257 Main Street, Tilton NH