

TNFD Commission Meeting  
Minutes  
June 7<sup>th</sup>, 2005

Meeting called to order by Commissioner Harbour at 1800 hrs. Present: Comm. Sleeper, Comm. Harbour, Treasurer Seymour, Chief Carrier, Deputy Chief Robinson and Captain Ober. Comm. Gallant was unable to attend.

Lt Harris and Lt Ames presented the Polaris 6 wheeler to Chief Carrier and the Commissioners. The TNFD Betterment Fund raised the money to purchase the ATV and donated the machine to the Fire Department. The ATV will be used for searches, wilderness rescues, brush fires, and other off-road emergencies. The Commission was very appreciative of the member's generosity.

Comm. Sleeper made a motion to accept the minutes of the May 10<sup>th</sup> meeting. Comm. Harbour seconded, and the minutes were accepted unanimously.

Treas. Seymour gave the Treasurer's report and reviewed the budget. He also gave out line item reports for account lines 3311, 970, 250, 260, 342, 480, 620, 682, and 740. Lines 3311 and 970 show the offsetting expenditure and revenue for the Scotty Fire Prevention Trailer. The other lines are expense lines that have been expended at a greater rate than was expected. At this point, approximately 40% of the year has past. Comm. Sleeper made a motion to accept the Treasurer's Report. Comm. Harbour seconded, and the report was accepted unanimously.

Treasurer Seymour also mentioned that the Plodzick and Sanderson contract is in its final year – expiring in 2005. (auditing) They have sent us information with reference to the auditing process including Federal regulations as to listing of assets. He will speak with Comm. Gallant about this issue. Comm. Sleeper and Comm. Harbour agreed.

Capt Ober distributed a copy of the first monthly Fire Prevention Report. He updated the Commission on the Lowe's project, Tanger Outlet Mall improvements, 2 new stores in Shaw's Plaza, the fireworks store on Rt 140, a planned renovation to the Wal-Mart store, and major renovations to Country Lake Resort and Lord Hampshire. He also reported that he had conducted a number of building walkthroughs throughout the communities, issued 8 place of assembly permits, and began inspecting rental properties.

Capt Ober is also preparing to introduce the Risk Watch program into the schools. This NFPA program is a school based, all-hazards programs for children. He will also begin preparing for Fire Prevention Week 2005.

#### Old Business

Chief Carrier opened 5 bids for the forestry truck. The high bid of \$2601.00 was submitted by Stephen D Rufo of Northfield. The Commissioners agreed to sell the vehicle to the highest bidder. The Commissioners wanted to be clear that all decals or other markings that identified the vehicle as belonging to the TNFD would be removed prior to the vehicle being delivered. Chief Carrier will contact the winning bidder tomorrow and Janine will create a bill of sale.

Chief Carrier reported in Comm. Gallant's absence in reference to the possibility of obtaining new pick up trucks. Apparently there has been little progress with Tilton Ford. Comm. Gallant is waiting for prices and still working on numbers.

Chief Carrier reviewed the final draft of a proposed Sick Leave Policy for full time personnel. The chief reviewed the final revisions which would allow employees to earn a maximum of 288 hours, or 12 – 24 hour days of sick time. Furthermore, 60 hours of that time will be able to be used as personal time as approved by the chief. There was some discussion about delaying the vote until Comm. Gallant could be present, however the other commissioners felt that Comm. Gallant's suggested revisions from the last meeting were included in the new policy. Comm. Sleeper motioned to accept the new sick leave policy. Comm. Harbour seconded. The motion passed unanimously.

Chief Carrier reported that we will be staying with Kidder Fuels for our propane service at the Park Street Station. This decision was based on service, first, and the fact that Kidder's has become more competitive with their pricing.

Chief Carrier reported he has spoken with an attorney through the Local Government Center for advice in enacting fire prevention ordinances. The attorney advised that we could, in fact enact ordinances, as long as those ordinances directly relate to our stated purpose. Chief Carrier advised him

that we no longer have the original documents of the organization. The attorney said that we should “re-state” our purpose at our next District Meeting and then vote in our ordinances which relate directly to that purpose. He also gave the chief a number of RSA references that will clearly identify the process of establishing the ordinances.

Chief Carrier discussed with the commissioners the establishment of a fee for monitoring the master box system. This would probably become part of our Fire Prevention ordinances. We have confirmed that our boxes are being received appropriately at the Communications Center, therefore, eliminating the need to pay Mango for monitoring the system through a fire alarm panel. We are in the process of eliminating the dialer and monitoring. There was also discussion of running the fire alarm cable to the new Lowe’s project and beyond.

Chief Carrier reviewed response time and incident statistics with the commissioners as requested at the last meeting. The chief passed out charts which compared response times from 2004 to 2005 and a chart that contrasted 2005’s time to respond to total response time. He also reviewed the 2005 year to date incident log. Although May’s incident total was 21 calls less than the previous month, year to date incidents are up by 5%. This would project out to at 2005 total of 1508 incidents.

#### New Business

The next meeting will be held on Thursday, July 7<sup>th</sup>, at 1800 hrs. in the Center Street Station (note: this will put us back on schedule – holding meetings on the first Thursday of each month.).

The commissioners signed bills for the previous month.

Comm. Sleeper made the motion to adjourn, seconded by Comm. Harbour. The vote to adjourn was unanimous at 1920 hrs.

Respectfully Submitted,

Chief Stephen M. Carrier  
For Clerk Janine Vary