

# Tilton-Northfield Fire & EMS Commissioners' Meeting

Meeting Called By: Commissioners  
Transcribed By: Courtney Palmer

Date, Time: 01/09/24, 5:30 PM  
Location: Tilton Town Hall  
Downstairs Meeting Room  
257 Main Street  
Tilton, NH

## Call to Order

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

## Attendance

Commissioners Paul Auger, Eric Pyra, and Tim Sattler; Chief Michael Sitar, Paul Fitzgerald, Cherylann Fitzgerald

## Correspondence

01.03.24 Westcott Law: Email with settlement offer from the Water District

## Old Business

### UNH Survey Funding

Chief Sitar stated that this year they will be collecting around \$79,678 in FEMA reimbursements. He mentioned that this money could be used to fund the UNH survey. They can use the money because it is unanticipated revenue. He added that there could also be a balance from the retainer fee from Wescott Law that could be used.

Commissioner Sattler stated that he would like to speak with the Building Committee about the survey before deciding. He suggested having that as an agenda item next month.

## New Business

### 2024 Homeland Security Grant

Chief Sitar requested the Board make a motion to authorize him to apply for a grant to improve the communication system and accept the grant if awarded. He explained there are no matching funds required for this grant. Discussion ensued about the grant.

Commissioner Auger made a motion to authorize Chief Sitar to apply for and accept if awarded the 2024 Homeland Security grant to improve the communication system. Commissioner Pyra seconded the motion. There being no discussion a vote was taken. Motion passed.

### SOLO SCBA Decon Washer Grant

Chief Sitar requested the Board make a motion to authorize him to apply for a grant for a SOLO SCBA Decon Washer and accept the grant if awarded. He explained there are no matching funds required for this grant. Chief Sitar explained that this is a washing machine for our SCBA. Discussion ensued.

Commissioner Pyra made a motion to authorize Chief Sitar to apply for and accept if awarded the SCBA Decon Washer grant. Commissioner Sattler seconded the motion. There being no discussion, a vote was taken. Motion passed.

## Nonpublic Session

Commissioner Pyra made a motion to enter nonpublic session per 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.* Commissioner Sattler seconded the motion.

Roll call vote to enter nonpublic session: Paul Auger, Yes; Eric Pyra, Yes; Timothy Sattler, Yes  
Motion passed.

Nonpublic session was entered at 5:39 P.M.

Commissioner Pyra made a motion to leave the nonpublic session. Commissioner Sattler seconded the motion.

Roll call vote to exit nonpublic session: Paul Auger, Yes; Eric Pyra, Yes; Timothy Sattler, Yes  
Motion passed.

Public session reconvened 6:19 P.M.

Commissioner Pyra made a motion to seal these minutes until such time as the matter is resolved because it was determined that divulgence of this information would likely render a proposed action ineffective. Commissioner Auger seconded the motion.

Roll call vote to seal these minutes: Paul Auger, Yes; Eric Pyra, Yes; Timothy Sattler, Yes  
Motion passed.

## Adjournment

Commissioner Pyra made a motion to adjourn at 6:22 PM. Commissioner Sattler seconded the motion. There being no discussion, a vote was taken. Motion passed.

The meeting was adjourned at 6:22 PM.

Respectfully submitted,

*Courtney Palmer*

Courtney Palmer  
Administrative Assistant

Next Meeting Date, Time, Place:

February 6, 2024, 6:00 P.M.  
Tilton Police Department  
Community Room  
45 Sanborn Road  
Tilton, NH