

Town of Bartlett Office of Selectmen

Meeting Minutes: February 2, 2015

Attendance: Chairman Gene Chandler, David Patch, Douglas Garland (arrived 4:10 PM)

Reporters: None

Meeting opened at 03:30 PM.

Josh McAllister, Vice President/Senior Civil Engineer of HEB Engineers, Inc. met with the Selectmen to review the results of the bid opening for the River Street Bridge project. The bids were opened on Friday, January 30, 2015 and there were six bidders. The lowest bidder was Alvin J. Coleman & Son who bid \$665,837.00. McAllister will be writing a letter of recommendation and we now have to wait for final acceptance from Nancy Mayville, PE, NHDOT. Chairman Chandler inquired if there was anything that the Selectmen needed to do. McAllister stated not at this time but we will have to do a notice of award. Chairman Chandler inquired what are some of the things that will be done with this project. McAllister stated that they will take care of the culvert, scour protection, bank stabilization, piers, etc. Selectman Patch inquired if the trees on the banking have to go. McAllister replied yes to build the bank they have to go. Chairman Chandler commented that we could plant more on top of the bank later on. McAllister stated that we are close to having everything completed to FEMA's satisfaction and he will get the notice of award ready for the Selectmen to sign.

Paul Pagliarulo (5VILLG-MAI-20) had submitted a letter to the Selectmen and he stopped by to do a follow up on the letter. Chairman Chandler advised him that he had seen the letter (but the other two Selectmen hadn't had an opportunity yet) after they have reviewed the letter they will forward it to the town attorney. Pagliarulo commented that he is willing to remove everything out and put it back to the way it was when the Cooks had it.

Fire Chief L. Patrick Roberts, James Langdon, Jr., Clayton Smith and Peter Villaume (arrived at 04:45 PM) met with the Selectmen to discuss the fire department wish list. Roberts let the Selectmen know that the new ladder truck should be here the first part of March and we would need to pay for it then. Roberts inquired as to what the town is planning on doing with the old ladder truck. Selectman Garland stated that we would be getting rid of it by putting it out to bid. Roberts had contacted Jack Mahany of Storyland (who had originally donated the truck) and asked them what their wishes were. They had stated that any money received for it should be donated to the fire department. Chairman Chandler replied that the money has to go into the general fund. Selectman Garland explained that the town has put quite a lot of money into the truck for repairs and we would hope that we could make enough to be reimbursed for these expenses. Chairman Chandler inquired if we could save and use the tires. Langdon replied no as they are not transferable. It was agreed that Roberts would forward to the office the details on the truck such as year, etc. so that it may be put out to bid. Chairman Chandler inquired about the new equipment amount of \$24, 600 which he understood was for eight members new turn out gear, however, there were only seven members listed. Roberts stated that they would like to have an extra set of gear on hand in

case someone would like to join the department. Roberts stated that the gear cost is \$2000.00 per set. Chairman Chandler inquired as to what the cost is for the helmets. Roberts stated that he didn't break that down but he has five people who either don't have or need a replacement helmet. Selectman Patch inquired as to what the life span is on a helmet. Roberts replied that it is ten years. The other items on the equipment list included helmet lights, boots, structural and extrication gloves, nomex hoods, forestry shirts and a folding spanner wrench.

The equipment operation requested is \$24,000.00 which is basically for the ground ladder testing. Everything else except uniforms was left the same from last year. The uniforms were changed as Roberts would like a class "A" uniform plus boots for him.

Roberts mentioned that he hadn't obtained any quotes but that the Glen station roof is about 20 years old, showing signs of the sand on the shingles falling off due to the shingles drying out and there are several missing in multiple places. Selectman Garland stated that he isn't sure if all sides need to be done but probably one half of it needs to be done. (The Selectmen decided to have Rocky Branch Builders give the town two estimated for the roof – one for the front and one for the back).

Roberts would also like to create a special article to put \$50,000 in a fire equipment capital reserve fund.

Roberts has requested a part time secretary to assist him with the over whelming paper work load. Chairman Chandler inquired as to how many hours was he thinking about and at what rate of pay. Roberts stated that he was thinking 20 hours a week at \$12.00 per hour. Selectman Garland inquired if he had anyone in mind. Roberts replied no.

Roberts would also like the Selectmen to consider hiring additional full time staffing to provide responders whether it was a fire or medial call especially during the week days when most of the on call paid members are working at their regular jobs. In addition to responding to all calls these positions could conduct life safety inspection, place of assembly inspections, keep tabs on all the apparatus and equipment ensuring it is ready when we respond. Selectman Garland stated that the place of assembly inspections should be a priority and a lot of them haven't been done since Labbe was the Chief. Roberts stated that the department wasn't responding to as many calls then as we do today nor was there as much paperwork. Roberts also stated the assembly inspections are time consuming as you have to make the initial visit, write up a letter if you found anything not in compliance and go back and recheck to make sure they have done as requested. Chairman Chandler inquired if Roberts has a list of the places of assembly inspection sites. Roberts stated that he does have a list and will update it and give the Selectmen a copy.

Roberts would also like to pay an Officer to be on call during the non-office time of the Chief to ensure an Officer will respond to the calls during this time and to help give the Chief more time off. He would like it to be \$35.00 for a 12 hour shift. Chairman Chandler inquired as to what does that cover. Roberts stated all non office hours, weekends and nights. Roberts would also like to do away with the officer stipend that hasn't changed since 1979. He would like the Assistant Chief to receive \$3.00 more per hour, the Captain to receive \$2.00 per hour more and the Lieutenant receive an additional \$1.00 per hour. He is hoping that the Officers would be more excited to respond. Selectman Garland

stated that there were four structure fires last year and he would hope people responded to those. Langdon stated that the fire department receives about a call a day and can be a false alarm which they still have to respond to. Roberts stated that his request is not unusual as other towns do it and he appreciates what the town does but he thinks it is low. Roberts commented that it has been 9 years since the money was increased. Selectman Garland commented that wasn’t true as they have had raises as the hourly rate has changed. Roberts agreed that the hourly rate has but the Officer stipend hasn’t. Smith stated that they have discussed the pay changes a lot and they are hoping that more people will join the department. Chairman Chandler stated that we will look at the fire department proposed call hour breakdown further.

Roberts stated that he would also like to see his salary looked at as according to state level he is currently at entry level wages in NH and that retirement takes a lot out of his salary. He is tired of getting up at 2 AM for \$8.42 an hour. (The fire department received a call of a propane odor and had to leave the meeting.)

The Selectmen reviewed correspondence, building permits, signed letters and checks prior to and throughout the meeting.

Selectmen continued to review the budget and warrant articles for Town Meeting. Deadline for petitioned warrant articles is tomorrow 02/03/15.

Meeting adjourned at 05:50 PM.

Respectfully submitted,

Brenda Medeiros, Sec.