

Candia Board of Selectmen

Agenda

October 28th, 2024, at 6:30pm

Call to Order

Roll Call

6:00 pm This public body may enter into one or more nonpublic sessions as permitted under RSA 91-A:3, II (c).

Approval of Minutes: Public Minutes for October 14th, 2024 & Non-Public Minutes for October 14th, 2024

New Business:

- Consider continuing the use of Zoom
- Warrant article – elderly exemption increase
- Highway Dept. – projects
- Landing Way – bond reduction and road acceptance
- ACO resignation

Old Business:

- Fire Department assessment

Other Business:

-

Calendar:

- Next Board of Selectman's Meeting on Tuesday, November 12th, 2024 @ 6:30pm

Public Input:

This public body may enter into one or more nonpublic sessions as permitted under RSA 91-A:3, II.
Adjourn

Join Zoom Meeting

<https://us02web.zoom.us/j/6034838101>

Meeting ID: 603 483 8101 Password: 8101

Dial In +1 646 558 8656 US

**Town of Candia
Board of Selectmen
Tel: 603-483-8101
Fax: 603-483-0252**

Memo

To: Board of Selectmen
From: Boyd Chivers
Date: October 16, 2024
RE: Tax Rate Impact of Proposed warrant article to increase Elderly Exemption

The proposed warrant article to increase each of the Elderly Exemption brackets by \$10,000 will impact the tax rate by \$.0260 as demonstrated by the following analysis of the 2023 MS-1 and the 2023 tax rate breakdown:

Number of Elderly Exemptions	67
Increased Dollar value of each exemption	\$670,000
Assessed Valuation	544,778,761
Property tax on \$670,00 @ \$21.16/thousand	14,177
Tax Rate Impact (14,177/5447)	<u>.0260</u>

ARTICLE XX To see if the Town will vote, under the provisions of RSA 72:39-a & b, to Modify the Elderly Exemptions from the assessed value, for qualified taxpayers, to be as follows: for a person 65 years of age up to 75 years, \$ 55,000; for a person 75 years of age up to 80 years, 80,000; for a person 80 years of age or older, 100,000. To qualify, the person must have been a New Hampshire resident for at least 3 consecutive years, own the real estate individually or jointly or if the real estate is owned by such person's spouse, they must have been married to each other for at least 5 consecutive years. In addition, the taxpayer must have a net income of not more than \$50,000 for single or married; and who's net assets are not in excess of \$300,000 for single or married; excluding the value of the person's residence. (By request of the Board of Selectmen.)



September 16, 2024

Chief Dean Young
Candia Fire Department
11 Deerfield Road
Candia, NH 03034

LOOK
PLEASE READ
BEB
PM
TD
BX

Re: Risk Management Assessment
Candia Fire Department
August 27, 2024

Chief Young,

Thank you for allowing Captain Kelley to accompany me and Dave Witham, Director of Risk Management for Primex, around the building as we conducted a site risk management assessment of the Candia Fire Department. You would be pleased to know that Captain Kelley, as well as other members of the Fire Department that I met throughout my visit, were great ambassadors for the Candia Fire Department. Sorry you could not be there due to a scheduling conflict.

This risk assessment was conducted at the request of the Town Administrator, Andria Hansen, for the purpose of identifying any deficiencies and/or safety hazards. We viewed the building from a risk management perspective and briefly discussed operational policies and procedures with Captain Kelley and Lieutenant Isaiah Soucy.

As you and your staff spend more time in the building on a regular basis, I am hopeful my analyses validate matters that were already considered of concern. Although I have outlined my observations in the attached pages as *Recommendations*, I am not certain your building has the capacity to withstand all the necessary changes as it currently exists. The building has served the town well over the years, but with the increased calls for service, the addition of an ambulance service, the need to increase your shift personnel, and fire service operational practices that have evolved in recent years, I do not believe that this building has equally adapted.

As I walked through the building, I observed cracks in the foundation, settling of the apparatus bay floor, holes in the walls that went through to the outside, leaking pipes, and flaking material on inside the walls. Because of the age of the building, I recommend that an industrial hygiene firm evaluate the station for both lead paint and asbestos.

It was also observed that employees need space heaters and portable AC Units for temperature control, which appears to correlate with having an aged and maybe undersized heating and cooling system.

Another identified concern is associated with the current potable drinking water well. It appears inadequate to support fire department operations. On the day of my visit, there was very little water, barely enough to activate the emergency eye wash. It was also reported that the gear

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cleaning extractor can stop mid-cycle as there is not enough water to support that important function. Also, at times, personnel need to use a bucket of water to flush the toilet while the well system refills.

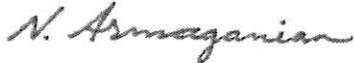
Another significant concern is that the building is not equipped with an exhaust management system to ventilate diesel fumes out of the building. There needs to be an exhaust management system in place connected to the fire apparatus to remove diesel exhaust from the apparatus bay. Diesel exhaust should not reach eating or living quarters. Given the nature of this concern, some agencies have located personnel to rented construction trailers for administrative and housing needs, and only enter the station to perform work or to get apparatus and equipment. Certainly, a consideration here. The department also needs a protective gear storage room, but again, I am not sure the building has the capacity to withhold a properly sealed and ventilated storage area.

As with all recommendations, the department and town should have a thoughtful and planned approach involving elected officials, building and code officials, legal counsel, and others.

I recognize that some recommendations can be addressed immediately, while others may require additional planning and budgeting. That said, please keep me apprised of any actions you take as suggested in my report. You may use a response such as: *Completed, Under Consideration, Not Under Consideration, Considering-Waiting for Budget Review, etc.*

Thank you for inviting me into the Candia Fire Department. If you have any questions, please call. Again, thank you for your time and your attention to mitigating risk.

Sincerely,



Nicole Armaganian
Risk Management Consultant
603-225-2841 xt199
narmaganian@nhprimex.org

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Town of Candia Fire Department, Risk Management Recommendations

Administrative Procedures:

In recent years, cancer in the fire services has become a topic of growing concern. During fire response, firefighters are routinely exposed to airborne carcinogens found in smoke. As we have learned about the variety of chemicals found in smoke, the more we realize that firefighters can be routinely exposed to harmful chemicals. These carcinogens can be harmful to human life and associated with causing cancer. It is for these reasons that it should be a top priority to routinely educate your firefighters about the dangers of contamination and best practices associated with cancer awareness and prevention.

2024-01: Firefighter Medical Evaluations:

Provide for Medical Evaluations according to the National Fire Protection Associations (NFPA) Standard 1582 on an annual basis to all firefighters. Early detection of medical issues can often be lifesaving, so routine screenings and evaluations are recommended.

2024-02: Annual Training on Cancer Prevention Awareness:

Provide annual training on cancer prevention best practices. Education and training about Cancer Prevention Awareness on a regular basis is recommended. Training should include topics such as, but not limited to, PPE best practices, hygiene both at the scene and at the station, contamination and decontamination, the need for firefighters to exercise regularly, to eat healthy, awareness around alcohol use, and education about refraining from using tobacco or tobacco products.

2024-03: Documenting Fire and/or Chemical Exposures:

Document fire and/or chemical exposures. Also record the names of individual firefighters who attended the associated incident. There is no requirement to use a certain type of form to document attending firefighters.

Operational Procedures:

2024-04: Enhanced Decontamination:

The Candia Fire Department indicated that PPE gear is worn by their firefighters for the entire duration of the incident, to include while the fire is still smoldering. And folks are aware that PPE, especially turnout pants, should not be in areas outside of the apparatus floor, and should never be in eating/living quarters.

To enhance these procedures, the Candia Fire Department should implement the following procedures and require said procedures through policy where appropriate.

When issued a second set of PPE:

- a) Prior to leaving a scene, firefighters should begin decontamination of their gear. If weather
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- conditions allow, firefighters should rinse turnout gear using soapy water and a brush (gross decontamination).
- b) After rinsing at scene, PPE gear should be placed in a sealed plastic bag and placed in an exterior compartment of the apparatus. PPE gear should be kept separate from vehicle occupants.
 - c) While still on scene, firefighters should wipe down exposed areas of the body (neck, face, arms, hands) using wipes. Disposable wipes are an effective tool for immediate decontamination and removal of some toxins, but the wipes do not replace a shower.
 - d) All clothes and PPE gear must be washed as soon as possible after exposure. If PPE can't be washed immediately upon returning from the scene, then PPE should remain in plastic bags,
 - e) Firefighters relaying PPE into Extractor should be protecting their hands with disposable gloves.
 - f) After clearing a scene, firefighters should shower as soon as possible and change their clothes after exposure. A memorable catch phrase of *Shower Within the Hour* is a great way to remember the industry best practice of decontamination.
 - g) Clean the apparatus cab, to include wiping down the seats, with wipes or using soap and water. Cleaning of apparatus seats, SCBA's and interior crew areas should be done regularly, but especially after incidents where personnel were exposed to products of combustion. Cleaning the apparatus cabs should take place at least monthly, or more often if call volume deems it necessary.
 - h) These best practices of keeping PPE and turnout gear separate and contained should also be applied whenever placing gear in personal vehicles.

2024-05: Annual Equipment Service Testing:

Maintain equipment service testing. In accordance with National Fire Protection Association (NFPA) Standards 1962, regarding hose testing, pump testing, and ladder testing, create and maintain an Annual Testing and Certification Schedule for all hoses, pumps, and ladders including aerial apparatus.

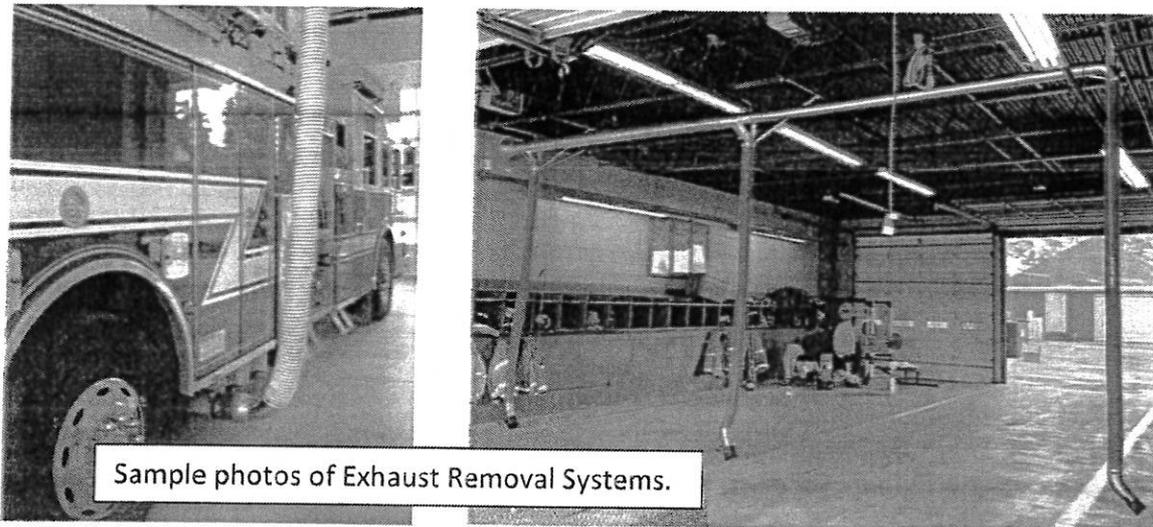
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FACILITIES RISKS ASSESSMENT:

2024-06: Exhaust Management System:

Install a source capture vehicle exhaust management/extraction system. Diesel exhaust contains harmful carcinogenic particulate that should not reach eating or living quarters. **This recommendation is a priority level concern for action.**

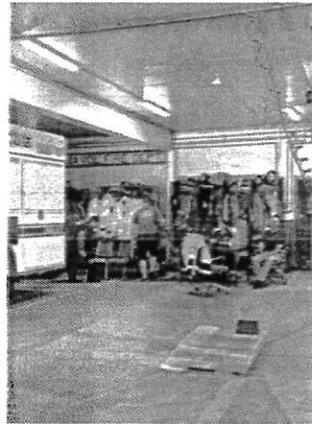


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2024-07: Protective Gear Storage Room:

Construct a segregated protective gear storage room with associated ventilation controls in accordance with guidelines found in NFPA 1851. Currently, Personal Protective Equipment (PPE) is openly stored in the back bays behind the apparatus as shown below.



NFPA 1851 considerations include:

- Isolated HVAC with good air movement to remove the residual contaminants of off-gassing,
- Air exhausted to the exterior of the building,
- Humidity levels kept as low as possible to minimize mold and mildew,
- Totally dark room with motion sensor lights to minimize UV degradation,
- Large open mesh storage racks (24-inch width recommended) to allow for plenty of ventilation through the PPE garments,
- Special hangers for gloves and helmets.

2024-08: Shower Facilities:

A locker room setting is best, to allow for space to separate out potentially contaminated undergarments. It is suggested to at least have adequate and functioning showers so that firefighters can shower upon returning to the station after potential exposure to contaminants or toxic smoke/dust to reduce the risk of absorbing toxic particles through their skin. There is currently one small shower located at the Candia Fire Department that cannot function properly while the potable water well is recharging.

2024-09: Fire Suppression (Sprinkler) System:

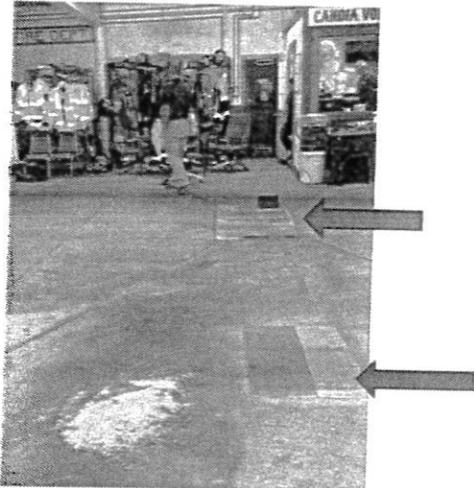
Consider the installation of a fire suppression system (sprinkler system) in the building. While fire alarms can help with early notification and evacuation, a sprinkler system can assist with early suppression and/or fire control.

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2024-10: Slip, Trip, Fall Hazard – Plywood Ramps:

The plywood ramps in the apparatus bays have created a potential trip and fall hazard. While the ramps have been identified as necessary to keep fire apparatus level when parked on the descending bay floor, the ramps are a trip hazard when the bay does not contain a vehicle.



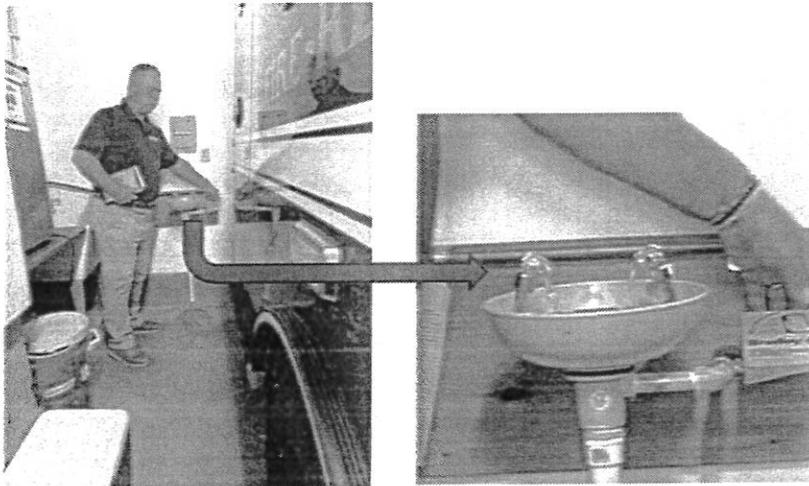
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2024-11: Eye Wash Station:

Highly recommend you follow industry standards and have an active eye wash station or safety shower, or similar equipment where employees have the potential to be exposed to harmful fluids. Properly working eyewashes should:

- Treat both eyes simultaneously with clean, potable, tepid (72–92 °F) water at a rate of 0.4 gallon/minute and for at least 20 minutes,
- Velocity low enough to avoid eye injury,
- Be unobstructed, highly visible, and immediately available to necessary employees,
- Be within about 10 seconds (approximately 50 feet) of unobstructed travel from all work areas where accidental exposure may occur,
- Have an activation valve that will turn on the water and remain on without being hand-held to allow both hands to be used to hold eyes open.

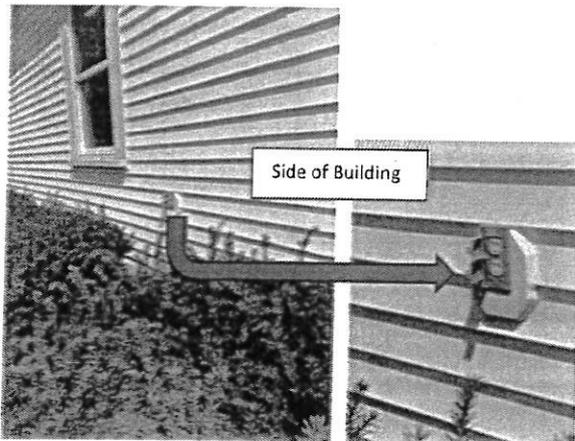
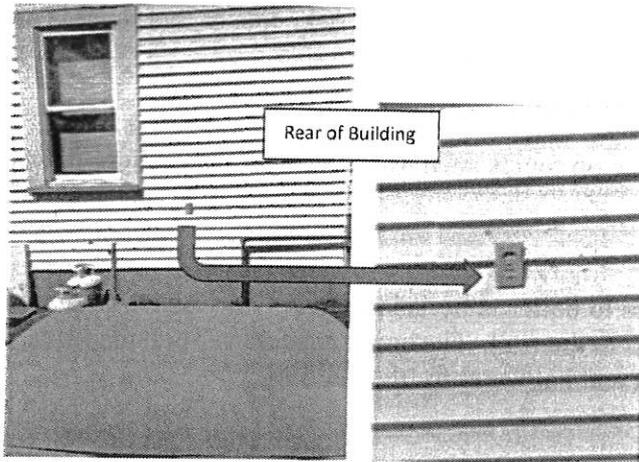


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2024-12: Non-GFCI outlets on outside of building:

Ensure that electrical outlets, particularly those located outside and subjected to different weather elements, are Ground Fault Circuit Interrupters (GFCI) approved to protect from electrical accidents.



2024-13: CO monitoring system:

Recommend a Carbon Monoxide monitoring system throughout the building, particularly in areas adjacent to the garage, because of the apparatus exhaust. Cold temperature sensors should also be considered to manage freeze up risk.

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Additional Areas for Consideration:

2024-14: Use Agreement:

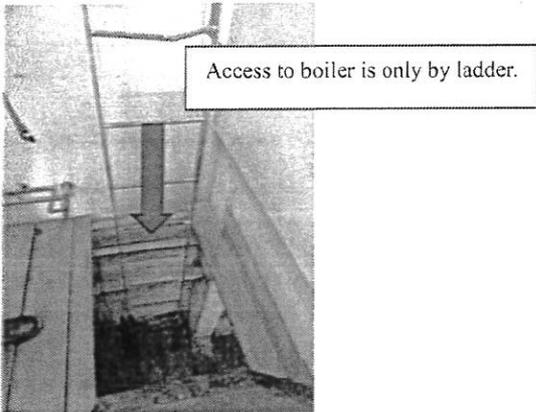
It is my understanding that there is additional fire apparatus belonging to the Candia Fire Department stored at an off-site location. It is unknown whether there is an agreement between the building owner and the Town of Candia. To accordingly transfer risk, ensure that there is an agreement in place that outlines responsibility for the equipment.

2024-15: Continual Training:

There is a need for continual in-service training on topics such as harassment prevention, policy updates, gear maintenance, etc.

2024-16: Boiler Access and Boiler Capacity:

The Boiler is located in the basement. Access to boiler is by ladder only. The ladder is broken and needs to be repaired. It is breaking away from the wall. The boiler appears to be an inadequate size for the needs and capacity to provide heat and hot water for the building.



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October 23, 2024

Chief Chad Shevlin
Candia Police Department
74 High Street
Candia, NH 03024

Dear Chief:

I thank you for taking the time to speak with me yesterday and to clarify your vision for the Animal Control Officer. I apologize once again for not understanding your position sooner.

The duties of the ACO have changed drastically, and other than dog licensing in June/July, probably half of my work will now be done by officers. Thank you for giving me the opportunity to continue as the ACO in that role, but unfortunately, I must decline. The job I would be expected to do is the hardest for me.

Please accept my resignation, effective immediately.

Sincerely,



Deborah Martel

OCT 23 2024