

Tilton-Northfield Fire & EMS Budget Committee Meeting

Meeting Called By:	Budget Committee	Date, Time:	04/09/14 at 19:00
Transcribed By:	Kathy Tobine	Place:	Tilton Town Hall, Downstairs Meeting Room, 257 Main Street, Tilton

Donnie Stevens called the meeting to order at 19:00.

Present: Budget Committee Members Don Stevens, Timothy Sattler, Peter Fogg, George Flanders, Jane Alden; Commissioners Paul Auger, Les Dolecal, Patrick Clark; Chief Michael W. Sitar, Jr., Deputy Chief Michael Robinson, Administrative Assistant Kathy Tobine, Joyce Fulweiler, Scott Davis, Patricia Consentino, Kevin Waldron.

Chief Sitar explained the Budget Committee needs to vote on granting the Board of Commissioners permission to request DRA allow them to over expend the Fire District budget. He explained we do not have the funds to meet our obligations due to the amendment of warrant article 5. The \$46,000 means we cannot pay our billing service and limits our ability to buy our ambulance supplies and equipment. Chief Sitar read RSA 32:11. This RSA covers Emergency Expenditures and Overexpenditures.

Commissioner Clark explained the amended warrant article had two issues. One was that supplies on an ambulance were supplies and not equipment. They are equipment and DRA recognizes that. The other issue was paying Comstar was not proper. Commissioner Clark explained that DRA approved our warrant article. In the amended warrant article \$46,000 was removed. Also, the ability to pay Comstar was removed. In the Apparatus & Equipment Fund you need to state a purpose and an amount stated in the warrant. By taking that part out our hands are tied. The Board of Commissioners needs to apply to DRA per RSA 32:11 with the Budget Committee's majority approval to expend money from our unreserved fund balance. Discussion ensued.

Peter Fogg wanted to know if it was in writing that the ambulance supplies are considered equipment. Donnie Stevens explained that it is in writing from the Department of Safety. They have a list of equipment required for an ambulance. Jane Alden explained the definition of apparatus it is any materials or supplies for a particular purpose.

Peter Fogg asked what the verbiage was when the account was set up in 2005. Warrant article 11 from the 2005 District meeting setting up the Apparatus and Equipment Replacement Fund was read. *Article 11. To see if the District will vote to adopt the provisions of RSA 31:95-C, to restrict the revenues from Ambulance Billings to expenditures for the purposes of Apparatus and Equipment replacement. Such revenues and expenditures shall be accounted for in a special fund to be known as the "Apparatus Replacement and Equipment Fund". This fund would be separate from the General Fund. Any surplus in said fund shall not be deemed part of the General Fund accumulated surplus and shall be expended only after a vote by the Fire District at a District Meeting to appropriate a specific amount from said fund for a specific purpose related to the purpose of the fund or source of revenues.* Commissioner Clark explained that is the last few words that allows them to pay Comstar.

Donnie Stevens confirmed with the Board of Commissioners that they were requesting approval from the Budget Committee to allow them to do this and asked what the time frame is. Commissioner Clark commented that they do not know what the time frame is. They need to submit the meeting minutes with their request in order for DRA to make a decision.

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Commissioner Clark commented that accounting practices were brought up at District meeting where Comstar could take their money and then deposit the net amount into the account. He explained that cannot be done. Comstar is regulated on that. The checks are made out to Tilton-Northfield Fire & EMS and they must deposit them in to the District's Apparatus & Equipment account. They send the District a bill which is then paid.

The amendment to warrant article 5 was read. *Revised Article 5: To see if the District will vote to raise and appropriate Thirty-Two Thousand Five Hundred Dollars (\$32,500.00) for the purpose of purchasing Fire, Rescue, and EMS Equipment with said funds to be withdrawn from the Apparatus Replacement and Equipment Fund established under RSA 31:95-c (adopted March 7, 2005).* Discussion ensued about the amended warrant article. Commissioner Clark explained that it is not the discussion in the room but the wording in the amendment to buy apparatus and equipment. We are able to do that but we are not able to expend money on Comstar. Ambulance charges were removed with the amendment. Discussion ensued about what can be purchased with the \$32,500. Discussion ensued about the validity of the amended warrant article. Tim Sattler commented the intent of the voters is not possible due to limitations we have to work with. That warrant article should probably have failed.

Jane Alden made a motion to sign the letter petitioning DRA for permission to over expend the Fire District budget. Peter Fogg seconded the motion. There being no discussion vote was taken. Motion passed.

Jane Alden made a motion adjourn. George Flanders seconded the motion. There being no discussion vote was taken. Motion passed.

The meeting adjourned at 19:35 PM.

Respectfully submitted,

Kathy Tobine