

Tilton-Northfield Fire & EMS Budget Committee Meeting

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| Meeting Called By: | Budget Committee | Date, Time: | 01/05/16 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 7:04 PM.

Present: Budget Committee Members Don Stevens, George Flanders, Timothy Sattler, Peter Fogg, Paul Blaisdell, Jane Alden; Commissioners Patrick Clark and Dennis Manning; Chief Michael W. Sitar, Jr.

Operating Budget

Supplies

Account 660 Vehicle Repairs

Chief Sitar presented the Committee with a list of the scheduled annual maintenance performed on the vehicles and the anticipated cost. He has added an additional \$5,000 for tires for the tanker as they were not included previously. Jane Alden made a motion to fund this line at \$42,330. Peter Fogg seconded the motion.

Minutes

December 21, 2015

Tim Sattler made a motion to accept the minutes as written. Paul Blaisdell seconded the motion. There being no discussion, vote was taken. Motion passed unanimously.

December 22, 2015

Tim Sattler made a motion to move the minutes to the floor for discussion. Pat Clark seconded the motion. Discussion ensued about who seconded the motion for Heating Fuel. It was decided that Jane Alden was the one who seconded the motion. Tim commented that under Sewer discussion it should read why the cost of sewer is going up and water isn't. There being no further discussion, vote was taken. Motion passed unanimously.

December 28, 2015

Tim Sattler made a motion to accept the minutes as written. Paul Blaisdell seconded the motion. There being no discussion, vote was taken. Motion passed unanimously.

Operating Budget

Supplies

Account 660 Vehicle Repairs

- 21A1: Chief Sitar explained this line is funded at \$1,690. This includes an annual inspection, two preventive maintenance and tires. Discussion ensued on the cost of repairs. The turbo charger needed to be rebuilt, the catalytic converter was clogged, a module needed to be replaced, etc. It was asked which vehicle this was and where the repairs are done. Chief Sitar replied this is the Ford and the repairs are done at AutoServ.
- 660.02 21A2: Chief Sitar commented this is the Chevrolet.

- 660.03 21E1: Donnie Stevens wanted to know if this was the engine that all the body work needs to be done on. Peter Fogg commented it is not.
- 660.05 21E3: Peter Fogg commented this has \$8,500 in anticipated rust work. Discussion ensued on why they are repairing the rust on engine 3 and not engine 1. Chief Sitar explained he wanted to replace engine 1 this year but the Commissioners did not approve it for this year. Vehicle maintenance was reviewed.
- 660.03 21E1: Paul Blaisdell commented engine 1 is corroded badly and Chief Sitar was looking to replace it last year. They are not looking to replace it this year. Chief Sitar commented that he wanted to replace it this year but the Commissioners voted not to replace it this year. Discussion ensued on repairing the corrosion to extend the life of the engine. Paul asked Chief Sitar if replacing the engine was a want or a need. Chief Sitar commented he feels it is a need. Further discussion ensued.
- 660.07 21R1: Tim Sattler wanted to know why the preventive maintenance is so much on the Rescue. Discussion ensued on where the vehicles go for their preventive maintenance.
- 660.13 21B1: There was no discussion on the boat.
- 660.14 21C1: Discussion ensued on what is proposed for maintenance and repair needed this year.
- 660.15 21U3: Chief Sitar explained that this is the 6 wheeler. The roll bar needs to be replaced.
- 660.16 21U1: Chief Sitar commented this is the truck that has the forestry skid unit and plows in the winter. Rust work will be done. Discussion ensued.
- 660.17 21U2: Chief Sitar reported this vehicle needs a transmission. This is the four door used by Fire Prevention. Paul Blaisdell questioned if this is a new transmission or a rebuild. Chief Sitar explained this is a complete service of the transmission. Paul commented that is a rebuild.
- 660.18 21T1: There was no discussion on the tanker.
- 660.19 21L1: Donnie Stevens asked why \$5,000 was spent on the Quint. Chief Sitar explained that it was for a set of mirrors. You could not see out the ones that came on it. There were no mirrors on the door. Discussion ensued.
- 21FPT: Chief Sitar commented this is the Fire Prevention Trailer.

Commissioner Clark commented that the Board looked at what was spent the last couple years. There being no further discussion, vote was taken. Motion passed unanimously.

Account 685 Uniforms

Donnie Stevens commented that he has talked with other fire departments. None of them buy dress uniforms. They don't buy their call firefighters t-shirts or sweatshirts. They do buy them for their full time personnel. He talked with Franklin, Moultonborough and a retiree from Meredith.

Account 690 Miscellaneous

Peter Fogg made a motion to fund this line at \$500. Patrick Clark seconded the motion. There being no discussion, vote was taken. Motion passed unanimously.

Capital Outlay

Account 710 Land & Account 720 Building

Peter Fogg made a motion to approve 700 Capital Outlay for \$2; \$1 for Account 710 Land and \$1 for Account 720 Building. Jane Alden seconded the motion. There being no discussion, vote was taken. Motion passed unanimously.

Account 730 Other

Discussion ensued about what this line covers. Peter Fogg made a motion to fund this line at \$0. George Flanders seconded the motion. There being no discussion, vote was taken. Motion failed; 4 against, 3 for.

Commissioner Clark made a motion to fund this line at \$1. Jane Alden seconded the motion. After discussion, the Committee unanimously decided to put this off until the next meeting so they can find out what this is for.

Account 750 Furniture & Fixtures

Jane Alden made a motion to fund this line at \$8,625. Commissioner Clark seconded the motion. Discussion: Peter Fogg wanted to know what the gear lockers are for and if they are transferable to the new building. Chief Sitar explained they are gear lockers on wheels. They will replace the plywood ones a Park Street. They are for the call firefighters. It will be 24 lockers. Donnie Stevens wanted to know about the office chair. Chief Sitar explained that will replace the chair he currently has. The piston is gone in the current one. George Flanders asked about the UPSs. Chief Sitar commented these are uninterruptable power supplies. He was supposed to purchase them in 2015 but do to budget constraints had to put them off until 2016. There being no further discussion, vote was taken. Motion passed unanimously.

Account 775 Dry Hydrants & Cisterns

Peter Fogg made a motion to fund this line at \$25,000. Paul Blaisdell seconded the motion. Discussion: Donnie Stevens asked how many that will do. Chief Sitar reported that \$20,000 only did two in 2015. They still need to do one on Calef Hill Road, Roadway Inn and PCC Structural. Kenny Partridge provided these figures. He thinks the \$20,000 will do Calef Hill, Roadway Inn and PCC. The additional \$20,000 is for new ones; one on East Pleasant Street and one on Silver Lane.

Peter Fogg amended his motion to fund this line at \$40,000. Paul Blaisdell seconded the motion. There being no further discussion, vote was taken. Motion passed unanimously.

Discussion ensued on hydrant shoveling. Commissioner Clark reported there was an agreement in 2010 regarding the Water District shoveling the hydrants.

Account 211 Health Insurance Deductible Reimbursement

Peter Fogg made a motion to fund this line at \$1,587. Jane Alden seconded the motion. Tim Sattler questioned the dollar amount. Commissioner Clark commented that this is to bring the line back to \$5,000. He explained several years ago they were able to go with a less expensive insurance policy. The firefighters had to pay more co-pays. By putting this deductible money in they came out with a win/win. They reduced the cost of the insurance, the firefighters picked up the extra co-pay but the District picked up the deductibles. It seems to work. We compared the cost of our insurance to the two Towns and we came in under theirs. The Commissioners voted to continue to do this. There being no further discussion, vote was taken. Motion passed unanimously.

Apparatus & Equipment Replacement Fund Budget

Revenues

2409.6 Ambulance Charges

Donnie Stevens asked the amount of revenue received in 2015. Commissioner Clark commented that the actual was \$317,826. Discussion ensued about the rates.

Expenses

Account 331 Ambulance Billing Services

Peter Fogg made a motion to fund this line at \$24,000; \$22,500 for Account 331 and \$1,500 for Account 332. Jane Alden seconded the motion. Donnie Stevens wanted to know what Account 332 was for. Chief Sitar explained that it is to pay for a paramedic if we do not have one available; i.e., if we need a paramedic from Concord, they will charge us for it. Discussion ensued on whether this is the correct

account for the paramedic intercepts to be paid from. It was decided it was. There being no further discussion, vote was taken. Motion passed unanimously.

760 Vehicles

Commissioner Clark stated that the difference is due to the Commissioners not approving the fire engine but approving an ambulance. Tim Sattler made a motion to fund this line at \$227,136. Jane Alden seconded the motion. Peter Fogg asked the year of the ambulance being replaced. Chief Sitar stated it is a 2006. Peter asked what the mileage is. Tim Sattler commented the mileage is 76,000. Commissioner Clark explained that the engine amount will be moved forward. They didn't want to have a large expense all at one time so they decided to purchase the ambulance this year. Peter commented they do not have a lot budgeted for 2016 for this ambulance. Discussion ensued about ambulances versus transport vans. The chassis purchased was discussed. Size limitations were discussed. Paul Blaisdell asked if this is something we need or something we want. Chief Sitar explained that once a week it is used as a front line vehicle. The rest of the month it is the second due. It breaks down every time we use it. It is something new every time. Gas versus diesel was discussed. The Capital Improvement Plan (CIP) was reviewed. Chief Sitar reported that the last time the ambulance broke down it caught on fire with a patient in it.

Manpower was discussed. Chief Sitar explained that when you have two people working in an immediately life and hazardous environment you have two people working in that environment. You always have to have two people outside for a rescue situation for the two people working in that environment. That is OSHA, EPA and NFPA Standards.

After extensive discussion, the Committee unanimously decided to take Account 760 Vehicles up again at the next meeting.

Meeting Dates

Meeting dates were discussed.

It was decided the next meeting will be January 18th at 7:00 PM in the Upstairs Meeting Room, Northfield Town Hall.

Adjournment

Peter Fogg made a motion to adjourn. Jane Alden seconded the motion. There being no discussion, vote was taken. Motion passed unanimously.

Meeting adjourned at 9:25 PM.

Respectfully submitted,

Kathy Tobine

Next Meeting Date, Time, Place: 01/18/16 at 19:00. Meeting to be held at Northfield Town Hall, Upstairs Meeting Room, 21 Summer Street, Northfield.