

Tilton – Northfield Fire and EMS District Budget Committee

Monday, November 10, 2008 Meeting Minutes

Members present: Chip Barnard, Vicy Virgin, Donald Stevens, Charlie Hall, Commissioner Paul Auger, and Dennis Allen, Also attending: Chief Carrier, Hal Beyor and Commissioner Kevin Waldron.

The meeting was called to order at 6:00 pm by Donald Stevens.

The first order of business was to elect officers. Vicy Virgin made a motion to nominate Donald Stevens for chair; seconded by Charlie Hall. Motion passed unanimously. Vicy Virgin made a motion to nominate Chip Barnard for secretary; seconded by Dennis Allen. Motion passed unanimously.

It was agreed to accept all communications including e-mails from Chair Donald Stevens.

A copy of the Budget was passed out. It included 2009 proposed budgets for the Chief, Commissioners and the 2007 budget with actual numbers for comparison. Chief Carrier made a correction to account number 210 Group Health Insurance reducing it from \$139,584 to \$126,156. The correction reduced the total revenue and total expenses to \$1,493,275.

Chief Carrier informed the budget committee that three firefighters have resigned this year and Secretary Janine Vary has given her resignation. There is a staff of 14 full time employees working for the district. The salary account #110 was discussed and an increase of 3.07% was proposed by Chief Carrier. It was voted to skip to account 301 and return to discuss salaries at a future meeting.

Prof. & Tech Services:

<u>Account #</u>	<u>Proposed Amt.</u>
301 Auditing	\$ 7,000
320 Legal Services	4,000
335 School Training Tuition / Fees	14,195
340 Bank Charge / Interest	0
341 Telephone	5,500
342 Data Processing	3,500
350 Medical Services	6,000
355 Photo Lab Services	0
370 Vehicle Repairs	11,500
385 Elections	2,000
390 Other Prof. Services	1

All proposed amounts agreed with both the Chief's budget and the Commissioner's budget unless noted. The 301 Auditing was increased to reflect a more detailed review of

the record keeping and to catch up on over-due past reviews. 320 Legal services was increased due to the possibility of Legal Services needed for the results of the independent review. 342 Data Processing was reduced to go with a very conservative maintenance schedule and replacement plan of the individual computers used by the fire department.

Property Services:

<u>Account #</u>	<u>Proposed Amt.</u>
410 Electrical	\$ 7,000
411 Heat & Oil	12,000
412 Water	1,000
413 Sewer	500
430 Repairs & Maintenance	10,000
480 Property & Liability Ins.	16,000

Item 413 Sewer was reduced based on the year to date amount. 430 Repairs & Maintenance was increased based on the projected repairs anticipated in 2009.

Purchased Services:

<u>Account #</u>	<u>Proposed Amt.</u>
550 Printing	\$ 1,200
560 Dues, Meetings, Memberships	2,000
590.2 Pressurized Hydrants	?

It was agreed to discuss the Pressurized Hydrants at a future meeting when there is more information available.

Supplies:

<u>Account #</u>	<u>Proposed Amt.</u>
610 General	\$ 350
620 Office	2,000
625 Postage	500
630 Equip. Maintenance & Repairs	8,000
631 Service Testing	5,000
634 EMS Equipment	8,000
635 Gasoline	8,600
636 Diesel	22,000
660 Vehicle Repair Parts	?
670 Books & Periodicals	200
680 Departmental	300
681 Municipal Fire Alarm System	3,000
683 Fire Prevention	5,000
685 Uniforms	7,000

690 Miscellaneous

0

Item 610 General increased to \$350 as it was combined with 690 Miscellaneous. The 690 Miscellaneous will be eliminated. The 620 Office line was reduced based on the year to date amount. 625 Postage was reduced as a result of more information being sent electronically. 636 Diesel and 660 Vehicle Repair Parts will be visited at a later date when more current information is available.

Meeting ended at 8:04 pm.

The next meeting will be Monday, December 1 at 6:00 pm in the vestry of the Northfield – Tilton Congregational Church.

Respectfully submitted,

Chip Barnard
Secretary