

Tilton-Northfield Fire & EMS Commissioners' Meeting

Meeting Called By:	Commissioners	Date, Time:	September 7, 2010 at 17:30
Transcribed By:	Kathy Tobine	Place:	Tilton School, new Academic Building, School Street, 2 nd Floor, Room 213, Tilton

Commissioner Gallant called the meeting to order at 5:33 PM.

Present: Commissioners Paul Auger, Pat Clark and Tom Gallant; Interim Chief Mike Robinson, Interim Deputy Chief Brad Ober and Administrative Assistant Kathy Tobine.

Minutes

August 17th

Commissioner Clark made a motion to accept the minutes as printed. Commissioner Auger seconded the motion.

Discussion: Commissioner Clark commented that there needs to be a correction made on page 2. There being no further discussion, vote was taken. The minutes were approved unanimously as corrected.

Wage & Benefit Study

Commissioner Gallant stated we are looking at wages using Step & Grade as proposed. They had requested that the current employees be put into the chart and determine what effect that would have if it happened today. Steve Carrier provided the comparative information before he left. If we look at that there is one that says 2010 in the upper left corner with a total budget of \$614,474. There is another worksheet that needs to be discarded. It is also a 2010 worksheet with a total budget of \$625,501. The actual budget for 2010 is \$614,474.

Commissioner Gallant stated you need to take the one with the \$614,474. Then take the one that says in the upper right hand corner 2010 Pay & Class Study numbers. It has a budget total of \$617,521 on it. We wanted to know what effect that would have at this time. It would have had an effect of \$3,047. On a payroll of \$614,474 it has a negligible affect.

Commissioner Clark asked what changes were made. Commissioner Gallant said they wanted to know what changing to the Step & Grade did to the overall budget. For budgeting purposes they asked Steve to project the 2011 budget. He projected it in a couple of ways. The worksheet that says 2011 Salary Worksheet says 3% max with a total of \$622,100. That's the number he had originally plugged in for his budget. Using the 3% max, the average was 1.64%. This would have been the number he would have put into budget. They asked him to use a number using the Step & Grade. The same Step & Grade was used to come up with what the budget actually would be. The 2011 Step & Grade budget will be \$631,199. The 2010 actual budget was \$613,474. This gives you an increase of \$16,725 from one year to the other which is equal to a 2.7% increase. If they stay with the 2011 budget with no Step & Grade, the number is at \$622,100. That would be assuming Step & Grade doesn't go into effect. The 2010 actual is \$614,474 and that difference is \$7,626 or 1.24% average increase. What we are faced with is \$16,725 being an increase over the 2010 budget. Of that \$16,725 \$3,047 is the result of the adjustment to Step & Grade before going to Step & Grade in another year. Instead of a 2.7% increase, 2.2% of that is only attributable to the Step & Grade for that

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year. The balance is attributable to actual going to step & grade. The net of all that is you will be faced with a \$16,725 increase in the budget or a 2.7% increase which is perfectly acceptable. Commissioner Clark felt it's fair game to compute all figures without the Chief in there. Discussion ensued.

Interim Deputy Ober asked how they see a person getting to their next step. Commissioner Gallant replied it would be on a calendar date rather than an anniversary date. Interim Deputy Ober stated using himself as an example; he is plugged in at Step 5. His anniversary is May 11th. Is he going to be bumped to Step 6 on January 1st or May 11th? Commissioner Gallant said it would be January 1st. Currently once the budget is adopted in March raises are given back to January 1st. Discussion ensued.

Interim Deputy Ober explained some places that will use Step on the anniversary and that on the calendar or budget year when the plan is adjusted they give that adjustment. Step is given at budget. Commissioner Gallant said both adjustments will be done at same time. Discussion ensued. Interim Deputy Ober and Kathy are to redo the figures bringing the employee to their closest Step on Step & Grade on January 1st and then the next Step on their anniversary date.

Interim Deputy Ober handed out a paper addressing the deficiencies in the study from LGC. Scenario 1 bumps up the Captain/EMT-P to Labor Grade 8 which is the same as Captain Fire Prevention and Firefighter/EMT-P into Labor Grade 5. Scenario 2 bumps Captain Fire Prevention to Labor Grade 9, Captain/EMT-P to Labor Grade 8, Firefighter/EMT-P to Labor Grade 5. Discussion ensued.

Commissioner Gallant made a motion to adopt Scenario 2 and have Kathy calculate what effect this will have on the numbers discussed tonight. Commissioner Clark seconded motion. Discussion: Commissioner Clark is for Scenario 1. Commissioner Auger agreed with Commissioner Clark. There being no further discussion, vote was taken. Commissioners Auger and Clark against, Commissioner Gallant for. Vote failed.

Commissioner Clark made a motion to adopt Scenario 1. Commissioner Auger seconded the motion. There being no discussion, vote was taken. Commissioners Auger and Clark for, Commissioner Gallant against. Vote passed.

Insurance

Kathy reported we received the claims history and census today from LGC. She will forward the information to Primex and SchoolCare for quotes.

Commissioner Gallant asked what other benefits we should be looking at. Other surveyed departments pay some percentage of the Dental Insurance premium. We provide Short Term Disability. Half of the surveyed departments provide Long Term Disability. We should look into the cost of Long Term Disability. Commissioner Clark stated we should mirror the Towns as much as possible. Discussion ensued.

Non-Public

Commissioner Gallant made a motion to go into non-public Session per RSA 91-A:3, II(a). Commissioner Auger seconded the motion. There being no discussion, roll call vote was taken: Pat Clark, yes; Paul Auger, yes; Tom Gallant, yes.

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At 6:53 PM they have gone out of public session into non-public session.

There being no further items to come before them in non-public session Commissioner ? made a motion to go out of non-public session at 7:07 PM. Commissioner ? seconded the motion. Roll call vote was taken: Pat Clark, yes; Paul Auger, yes; Tom Gallant, yes.

At 7:07 PM they are back in public session.

Commissioner Gallant made a motion to seal the minutes of the non-public meeting. Commissioner Auger seconded the motion. There being no discussion, roll call vote was taken: Paul Auger, yes; Pat Clark, yes; Tom Gallant, yes.

Other Business

The next work session will be held after the insurance quotes are received. Kathy will call the Commissioners to get a consensus for the date.

The Commissioners meeting on the 16th will start at 5:30 PM as Commissioner Auger has to leave at 7:30 PM.

Brad asked if he and Mike could use term Interim Chief and Interim Deputy Chief instead of Acting. Discussion ensued. The Commissioners approved the use of Interim rather than Acting. Brad is to sign letters with that title.

Adjournment

Commissioner Gallant made a motion to adjourn. Commissioner Auger seconded the motion. There being no discussion, vote was taken. Vote was unanimous.

The meeting adjourned at 7:08 PM.

Respectfully submitted,

Kathy Tobine
Administrative Assistant

Next Meeting Date, Time, Place: September 16, 2010 at 17:30. Meeting to be held at Tilton School, new Academic Building, School Street, 2nd Floor, Room 213, Tilton.