

Tilton-Northfield Fire & EMS Commissioners' Meeting

Meeting Called By:	Commissioners	Date, Time:	12/16/13 at 17:30
Minutes Taken By:	Kathy Tobine	Place:	Tilton Town Hall, 257 Main Street, Tilton

Commissioner Auger called the meeting to order at 5:36 PM.

Present: Commissioners Paul Auger, Patrick Clark, Les Dolecal; Interim Chief Michael Robinson, Interim Deputy Chief Timothy Joubert and Administrative Assistant Kathy Tobine.

2014 Budget

Commissioner Clark commented that Donnie Stevens had requested what was completed of the budget after tonight's meeting. He would like to vote to give them what they have completed when they are finished tonight.

It was decided the items with asterisks would be reviewed and then they would move on to Wages & Benefits.

Property Services

Account #430 Repairs & Maintenance 15,000

Discussion ensued about the lockers at Park Street. The cost is \$5,100 for a total of 24 lockers. Commissioner Auger suggested if there was money left in the budget we should try to purchase them this year. Commissioner Clark recommended we only purchase one set this year for \$1,700. Deputy Joubert stated something needs to be done about security at the Center Street station.

Category Total 46,600

Professional & Technical Services

Account #335 School/Training Tuition/Fees 10,000

This line was reviewed to be sure there was enough money included to cover the costs included in the paramedic training.

Category Total 68,001

Supplies

Account #685 Uniforms 7,000

Commissioner Clark commented that since they will be hiring someone within the next few weeks it might not be a bad idea to pay for the uniforms this year. Then all they need to do is be sized up and get the uniforms. Discussion ensued. Deputy Joubert will research the cost of a Class A uniform. The Commission would like to prepay ¾ of the cost of a Class A uniform and the \$450 uniform allowance from the 2013 budget.

Account #620 Office 2,500

Account #631 Service Testing 8,200

Account #660 Vehicle Repair Parts 16,500

Account #680 Departmental Awards 200

Discussion ensued about the name of this account. It was decided to change it to Departmental Awards.

Category Total 66,700

Capital Outlay

Account #750 Furniture & Fixtures 1,500

Discussion ensued about fire proof file cabinets.

TNFD Commissioner's Meeting
12/16/13

Account #775 Dry Hydrants & Cisterns	1,500
<i>Category Total</i>	<i>3,003</i>

Apparatus & Equipment Replacement Fund Expenses

Account #960.5 Rescue Equipment	2,500
Account #740 Fire Equipment	30,000

Thermal Imaging Cameras were discussed. Commissioner Dolecal requested a wish list for 2013. Encumbering funds was discussed. The Capital Improvement Plan was discussed. The Unreserved Fund Balance was discussed.

<i>Category Total</i>	<i>78,500</i>
-----------------------	---------------

Salaries & Wages

Account #110 Career Salaries & Wages

Commissioner Clark recommended they look at the cost per employee. Discussion ensued about overtime for employees for vacation, sick time and floating holiday.

Account #130 Elected Officials	8,600
--------------------------------	-------

Commissioner Clark recommended the Commissioners increase the Treasurer's annual salary to \$2,500. Chief Robinson recommended the Commissioners increase their annual salary to \$1,500 per Commissioner. Discussion ensued. It was agreed to increase the Treasurer and the Commissioners salaries.

Account #110 Career Salaries & Wages

Commissioner Clark commented he would like to be able to shift increases to go into effect the middle of the year rather than retroactive to January 1st. Pay increases would then go into effect after the budget passes at District meeting. Discussion ensued.

Account #120 Call Salaries & Wages	65,000
------------------------------------	--------

Benefits

Account #250 Unemployment Compensation	500
Account #260 Workers Compensation	56,600

Commissioner Clark requested he would like the Unreserved Fund balance at the next meeting. It was decided another meeting on the budget will be held Monday, December 30th starting at 16:30.

Commissioner Clark would like to wait until the new Chief is hired before they add a fourth shift.

Deputy Joubert commented on LRMFA Dispatch fees. He is concerned this will draw another line between the communities. Both communities signed on and it was working fine until recently. He does not want to draw a wedge between the two communities. Commissioner Clark agreed that someone will not be happy. Discussion ensued.

Commissioner Clark requested the wage breakdown on each employee. Discussion ensued.

Adjournment

Commissioner Auger made a motion adjourn. Commissioner Dolecal seconded the motion. There being no discussion, vote was taken. Motion to adjourn passed unanimously.

The meeting adjourned at 20:22.

Next Regularly Scheduled Meeting: 12/11/13 at 18:00. Meeting to be held at Tilton Town Hall, 257 Main Street, Tilton.