

Tilton-Northfield Fire & EMS Budget Committee Meeting

Meeting Called By:	Commissioners	Date, Time:	12/05/2016 at 5:30 PM
Transcribed By:	Kathy Tobine	Place:	Tilton Town Hall, Downstairs Meeting Room, 257 Main Street, Tilton

Tim Sattler called the meeting of the Budget Committee to order at 5:30 PM.

Present: Commissioner Paul Auger, Bob Petrin, Jane Alden, Tim Sattler; George Flanders and Chief Mike Sitar.

Absent: Trish Sawicki and Peter Fogg

Public Present: Captain Sean Valovanie

Budget

Chief Sitar handed out updated copies of the itemized proposed budget with the actuals included. Anything highlighted in yellow needs to be addressed.

Bob Petrin wanted to know if the Fire District still got their insurance through the Town of Northfield. Chief Sitar commented that it is totally separate.

Minutes

November 28, 2016

Jane Alden made a motion to accept the minutes of November 28th as written. Bob Petrin seconded the motion. There being no discussion, vote was taken. Motion passed.

Budget

300 Professional & Technical Services

301 Auditing: Chief Sitar reported that the Town of Tilton pays \$16,500 for their audit. He explained there are very few companies taking new customers. Those that are will only provide quotes for three years. We are waiting for the quotes from the ones that are considering giving us proposals. The Board unanimously decided to wait until the quotes are received before funding this line.

200 Benefits

260 Workers Compensation: Chief Sitar reported the \$34,453 is a firm number.

300 Professional & Technical Services

390 Other Professional Services: Chief Sitar explained that our FCC radio license expired around 2009. We had to reapply. This is the fee to do for the license. Jane Alden made a motion to fund this line at \$1. Bob Petrin seconded the motion. There being no discussion, vote was taken. Motion passed to fund this line at \$1.

400 Property Services

411 Heating Fuel: Chief Sitar commented that the actuals are correct. We will get another natural gas bill but we don't know if we will be getting another propane bill. Jane Alden made a motion to fund this line at \$7,000. Bob Petrin seconded the motion. Discussion ensued about reducing this line. Tim Sattler made a motion to fund this line at \$6,500. George Flanders seconded the motion. There being no further discussion, vote was taken. Motion passed to fund this line at \$6,500.

430 Repairs & Maintenance

430.02 Park Street Station: Chief Sitar commented that the Commissioners have not completed this line. Discussion ensued.

480 Property & Liability Insurance: Chief Sitar commented that the \$22,400 is a firm number. This is the number the Commissioners will be voting. Jane Alden made a motion to fund this line at \$22,400. Bob Petrin seconded the motion. Discussion: Chief Sitar commented they need to include the \$1,000 deductible. Jane Alden revised her motion to \$23,400. Bob Petrin revised his second. Discussion ensued about the deductible. There being no further discussion, vote was taken. Motion passed to fund this line at \$23,400.

600 Supplies

631 Service Testing: Discussion ensued about the Chief's and Commissioners budget for 2017 versus 2016 actuals. Tim Sattler made a motion to fund this line at \$16,068. George Flanders seconded the motion. There being no discussion, vote was taken. Motion passed to fund this line at \$16,068.

660 Vehicle Repairs: Anticipated vehicle repairs were reviewed. Ambulance 2s DEF (diesel exhaust fluid) issues were discussed. Bob Petrin made a motion to fund this line at \$54,144. Jane Alden seconded the motion. There being no discussion, vote was taken. Motion passed to fund this line at \$54,144.

690 Miscellaneous: Jane Alden made a motion to fund this line at \$800. Bob Petrin seconded the motion. Discussion: Chief Sitar explained this line covers background checks among other items that don't fit elsewhere. The background checks were discussed. Tim Sattler made a motion to amend Jane's motion to \$600. Bob Petrin seconded the motion. There being no further discussion, vote was taken. Motion passed to fund this line at \$600.

400 Property Services

430 Repairs & Maintenance

430.01 Center Street Station, 430.05 Center Street Fire Alarm Monitoring & 430.011 Generator: Jane Alden made a motion to fund these lines at \$3,310. Bob Petrin seconded the motion. Chief Sitar reviewed the 2017 maintenance and repairs proposed for Center Street. Discussion ensued about the repairs. There being no further discussion, vote was taken. Motion passed to fund these lines for a total of \$3,310.

Meeting Schedule

Discussion ensued on when to next meet again. Chief Sitar commented that the Commissioners will not be meeting to work on the budget again until December 19th. It was decided they would meet on December 28th at 5:30 PM.

Adjournment

Jane Alden made a motion to adjourn. Bob Petrin seconded the motion. There being no discussion, vote was taken. Meeting adjourned at 6:34 PM.

Respectfully submitted,

Kathy Tobine
Administrative Assistant

Next Meeting Date, Time, Place: 12/28/16 at 5:30 PM. Meeting to be held at Northfield Town Hall, Upstairs Meeting Room, 21 Summer Street, Northfield.