

**Tilton-Northfield Fire & EMS District
Budget Committee Public Hearing
Meeting Minutes February 14, 2017**

Present: Timothy Sattler, Jane Alden, Peter Fogg, Paul Blaisdell, Patricia Sawicki, Paul Auger, Robert Petrin, Chief Michael Sitar

Timothy Sattler opened the public hearing of the proposed budget at 5:30pm at the Tilton Town Hall upstairs meeting room.

Timothy Sattler highlighted the changes to the proposed budget and noted that from 2016 to 2017 there is a 1.1% increase. He also noted that there are some lines that were overspent and under spent in 2016, but the bottom line budget was not over. These were due to personnel, technical issues, and unexpected repairs and maintenance. Hydrant and Cisterns have been encumbered from 2016 because we are still working out details with the land owner.

Tim opened up the floor for public questions.

Gretchen Wilder, Northfield asked about the increase in salaries and wages and if it was due to new hires, and the benefits and retirement increase. Chief Sitar confirmed the new hires, but stated that the increase is for the new hire and some employees will receive a step raise. He also stated the percentage has changed as far as contributions in 2016 employees paid 11% and employer paid 89%, in 2017 it's changing to 12% / 88% split. And retirement is going up in July from approximately 29% to 32%.

Pat Consentino, Tilton asked about health benefits to employee and if the district offers multiple plans and how much did insurance go up, does the plan include and HRA and how does the employee reimbursement work. Chief replied that we only offer one plan, but the employee has to option to buy out as long as they have other insurance elsewhere, insurance increased by 2%. The plan does not include an HRA, employees pays upfront, brings in a receipt and then we reimburse. Tim Sattler added that in 2016 that approx \$1500 was paid in reimbursements, this is out of a separate fund for these reimbursements.

Gretchen Wilder, Northfield questions the increase in dues and subscriptions. Chief Sitar stated that Deputy Joubert is joining the Fire

Lisa Swancott, Northfield asked about the overspend age in Info Technologies. Chief replied that since there were bottom line funds left over they purchased a new firewall, new pc, and laptop and paid for their 2017 maintenance plan. Tim Sattler stated that these were going to be in the 2017 budget, but since we had the funds left over in 2016 we pulled it out of 2017.

Gretchen Wilder asked about purchasing gasoline. Tim Sattler replied that the towns and the districts are purchasing fuel on their own, the tanks were removed, and now the district goes through Wex.

Helen Hanks, Tilton questioned the change in the equipment maintenance and repair line. Chief replied that this was to purchase Opticom cards.

Lisa Swancott, Northfield asked what is Service Testing. Chief replied this is testing and recertifying and testing of office such as the copies and building equipment such as the furnace as well as response equipment such as CPR machine, pumps, etc...

Robert Southworth, Northfield wanted additional info on the increase in vehicle repairs. Chief replied that a lot of this is due to Engine 3 has a lot of body corrosion on it. Ambulance 1, we are hoping to get replaced every time it goes out the door it costs \$1,000. A2 is also having some issues, and we have to have it serviced every

month. It's beyond warranty mileage. Since we've been doing this we haven't had an issue with a patient in the ambulance.

Dennis Allen, Northfield questioned the type of new ambulance and the issues they are having with a diesel, why don't we get a 450. Chief replied that Ford will not make a certified the chassis if not a diesel. General Motors is not supplying ambulance chassis at all.

Gretchen Wilder, Northfield asked for an explanation for the Department Awards line. Chief replied that in April they have an awards night for achievements and this is also the line item we use for new badges.

Gretchen Wilder, Northfield asked about Fire Prevention states "Funded by Fire Prev ETF". Tim Sattler replied that this was approved at last year's annual meeting. When the district receives money it goes into the trust fund. Lisa Swancott, Northfield questions the movement of \$7,000 out of the general fund to the trust fund. Tim Sattler replied that this was monies collected this year under line number 3509 under revenue. Chief followed up with fire prevention inspection fees go into this account. Gretchen asked if the revenue and expenditures were going to continue to be presented each year. Chief replied yes.

Wayne Crowley, Northfield asked what the balance in the Equipment and Apparatus fund was, and if the Fire District has a multiyear CIP plan. Chief replied that there was approx \$1.1 or 1.2 million and that they do have a CIP plan but it is not published as of yet, it's been adjusted quarterly every year. It basically lays out what we anticipate purchasing and revenues. Tim Sattler pointed out that there is a warrant article 3 which includes the ambulance, which is coming out of this fund. Chief highlighted the balance after purchase and new revenues anticipated for 2017.

Gretchen Wilder, Northfield asked about the raise in uniforms, and if we've looked into a uniform service for renting them instead of purchasing, due to change in employment. Chief replied that the increase is due to three new employees. And when an employee leaves they do leave their uniform behind.

Lisa Swancott, Northfield asked about the contingency fund of \$18,000 last year that was not spent, asking for \$19,000 this year. Chief stated that the RSA allows you to have up to 1% of the budget in the fund, and Dept of Revenue said it is good business practice to have this done every year. Tim Sattler added that if the money is not used it reverts back, but it will be a warrant article every year.

Lisa Swancott, Northfield of the \$188,000 what is the unreserved fund balance amount. Chief replied that the current is around \$300,000 which would allow the department to run for two months without any tax revenue. Lisa would like clarification at the annual meeting.

Gretchen Wilder, Northfield would like a more detailed budget list as to what is going to be purchased within the monies spent.

No adjustments were made to the proposed budget. Members signed MS-737

There being no other business the meeting was adjourned at 6:20pm