

## Tilton-Northfield Fire & EMS Commissioners' Meeting

Meeting Called By:	Commissioners	Date, Time:	11/14/2018 at 5:30 PM
Transcribed By:	Kathy Tobine	Place:	Center Street Station, 12 Center Street, Tilton, NH

Commissioner Blaisdell called the budget workshop for the 2019 Budget to order at 5:30 PM.

Present: Commissioners Paul Auger, Paul Blaisdell and Eric Pyra; Chief Michael W. Sitar, Jr., and Administrative Assistant Kathy Tobine

### 2019 Operating Budget

#### 300 Professional & Technical Services

335 Training: Commissioner Blaisdell made a motion to fund this line at \$12,000. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed.

342.09 Server Renewal: Chief Sitar reported that a new server is approximately \$13,000. He recommends we stay with the \$600 warranty. Commissioner Auger made a motion to fund this line at \$600. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed.

#### 400 Property Services

##### 430 Repairs & Maintenance

430.01 Center Street Station: Commissioner Sitar commented that Pixie came in yesterday. He has not submitted his estimate on the ceiling yet. Commissioner Blaisdell commented they will come back to this later.

430.07 Dumpster: Chief Sitar explained that he had shopped the dumpster service. He signed a contract with Picard today for three years. Commissioner Blaisdell made a motion to fund this line at \$1,100. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed.

430.04 Grounds Keeping: Discussion ensued on proposed projects for next year. Commissioner Blaisdell made a motion to fund this line at \$250. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed.

#### 600 Supplies

##### 630 Equipment Maintenance & Repairs

630.112 Tools: Commissioner Pyra made a motion to fund this line at \$1,200. Commissioner Blaisdell seconded the motion. Discussion ensued about what tools will be purchased. There being no further discussion, vote was taken. Motion failed; one aye, two nays for further information on tool prices.

631 Service Testing: Discussion ensued about the various lines. Commissioner Blaisdell made a motion to fund this line in its entirety at \$16,269. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed.

635 Gasoline: Gasoline usage and the cost of gasoline was reviewed. Commissioner Blaisdell made a motion to fund this line at \$5,250. Commissioner Auger seconded the motion. There being no discussion, vote was taken. Motion passed.

636 Diesel: Commissioner Auger made a motion to fund this line at \$14,000. Commissioner Blaisdell seconded the motion. Discussion ensued on whether the amount motioned was enough or not. There being no further discussion, vote was taken. Motion passed.

660 Vehicle Repairs

Commissioner Blaisdell commented that they had gone over budget on all items this year, including the other.

660.01 21A1: Repairs were reviewed. Commissioner Blaisdell made a motion to fund this line at \$3,655. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed.

660.02 21A2: Commissioner Auger made a motion to fund this line at \$4,790. Commissioner Blaisdell seconded the motion. Discussion ensued about the rotation of the vehicles and the usage of 21A2. There being no further discussion, vote was taken. Motion passed; 2 ayes, 1 nay.

660.03 21E1: Commissioner Auger made a motion to fund this line at \$4,346. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed.

660.05 21E3: Chief Sitar reviewed the anticipated repairs. Commissioner Auger made a motion to fund this line at \$11,070. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed.

660.07 21R1: Discussion ensued about the necessity of doing fluid film. Commissioner Auger made a motion to fund this line at \$3,290. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed.

660.09 21C1: Commissioner Auger made a motion to fund this line at \$452. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed.

660.12 21F1: The annual service was discussed. Commissioner Auger made a motion to fund this line at \$645. Commissioner Blaisdell seconded the motion. Commissioner Pyra asked what was being removed. Commissioner Auger commented it would be the fluid film. There being no further discussion, vote was taken. Motion failed.

Commissioner Pyra made a motion to fund this line at \$945. Commissioner Blaisdell seconded the motion. There being no discussion, vote was taken. Motion passed.

660.13 21B1: Commissioner Auger made a motion to fund this line at \$180. Commissioner Blaisdell seconded the motion. There being no discussion, vote was taken. Motion passed.

660.14 21C3: Chief Sitar explained this is the current Chief's car. Commissioner Blaisdell made a motion to fund this line, which is the current Chief's car, at \$1,052. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed.

660.15 21U3: Chief Sitar commented this is the Polaris ATV. Commissioner Blaisdell made a motion to fund this line at \$711. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed.

660.16 21U1: Commissioner Auger made a motion to fund this line at \$1,858. Commissioner Blaisdell seconded the motion. Repairs to the plow were discussed. There being no further discussion, vote was taken. Motion passed.

660.18 21T1: Commissioner Blaisdell made a motion to fund this line at \$2,896. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed.

660.19 21L1: Chief Sitar explained the siren needs to be replaced as it cannot be repaired. Commissioner Blaisdell made a motion to fund this line at \$4,638. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed.

660.20 21FTP: Chief Sitar commented that this is the Fire Prevention Trailer. Commissioner Blaisdell made a motion to fund this line at \$100. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed.

660 Vehicle Repairs Other: Unanticipated vehicle repairs were discussed. Commissioner Blaisdell made a motion to fund this line at \$20,000. Commissioner Auger seconded the motion. There being no discussion, vote was taken. Motion passed.

670 Books & Periodicals: Commissioner Auger made a motion to fund this line at \$100. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed.

680 Departmental Awards: Commissioner Blaisdell made a motion to fund this line at \$650. Commissioner Pyra seconded the motion. Discussion ensued about why this line was over budget this year. There being no further discussion, vote was taken. Motion passed.

#### 685 Uniforms

685.01 Career Uniforms: Chief Sitar commented this includes a bulk order of \$2,000 for t-shirts, winter hats and ball caps. Commissioner Auger made a motion to fund this line at \$9,500. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed.

New Employees: Chief Sitar recommended they hold off on this until they do Salaries & Wages.

685.02 Call Company Uniforms: Commissioner Blaisdell made a motion to fund this line at \$2,400. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed.

685.03 Support Company Uniforms: Commissioner Blaisdell made a motion to fund this line at \$450. Commissioner Auger seconded the motion. There being no discussion, vote was taken. Motion passed.

#### 690 Miscellaneous

392 Background Checks: Commissioner Auger made a motion to fund this line at \$300. Commissioner Blaisdell seconded the motion. There being no discussion, vote was taken. Motion passed.

690 Miscellaneous Other: Discussion ensued on 2018 expenditures. Commissioner Blaisdell made a motion to fund this line at \$300. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed unanimously.

#### **700 Capital Outlay**

710 Land, 720 Building, 730 Other: Chief Sitar recommended they wait on these lines until after the next Commissioners meeting.

750 Furniture & Fixtures: Discussion ensued about the new office network printer and scanner. Kathy is to get additional quotes.

775 Dry Hydrants & Cisterns: Chief Sitar presented the Board with a list of anticipated repairs for 2019. Discussion ensued. Chief Sitar is to get a further breakdown.

Commissioner Blaisdell commented the next meeting is Monday, November 19<sup>th</sup> at 5:30 pm.

#### **Adjournment**

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

Meeting adjourned at 7:29 PM.

Respectfully submitted,

*Kathy Tobine*

Kathy Tobine,  
Administrative Assistant

Next Meeting Date, Time, Place: 11/19/18 at 5:30 PM. Meeting to be held at Tilton Town Hall, Downstairs Meeting Room, 257 Main Street, Tilton.