

## Tilton-Northfield Fire & EMS Commissioners' Meeting

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|--------------------|---------------|-------------|--|
| Meeting Called By: | Commissioners | Date, Time: | 11/19/2018 at 5:30 PM                                  |
| Transcribed By:    | Kathy Tobine  | Place:      | Center Street Station, 12 Center Street,<br>Tilton, NH |

Commissioner Blaisdell called the budget workshop for the 2019 Budget to order at 5:33 PM.

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

### 2019 Operating Budget

#### 100 Salaries & Wages

110 Career Salaries & Wages: Chief Sitar commented his proposal of \$947,951 includes a COLA of 2.9% and a 2.5% step increase plus an additional four firefighters starting July 1<sup>st</sup>. The Board asked what it would be without the four additional firefighters. Chief Sitar commented it will be \$869,653.56. Discussion ensued. Commissioner Blaisdell requested Chief Sitar bring data on raises being given by area departments to the next workshop.

Commissioner Blaisdell does not support adding four more personnel at this time. He feels the staffing level at this time is adequate. Chief Sitar commented that Gilford and Franklin have hired additional personnel to meet their call volume demand. They are not as busy as we are. We are the second busiest department in the Lakes Region. Our call volume has increased 6.8% every year since he has been here. Discussion ensued.

Commissioner Auger commented that his biggest thing is what the community can afford. He would like to be creative and find ways to save money. He would like to find out if a private ambulance would save money. Chief Sitar commented that Meredith uses a private ambulance service. The annual cost for them is \$387,000. If we went to a private ambulance service, we would lose the revenue we collect. Private EMS collects the money and bills the town. Discussion ensued.

Commissioner Blaisdell requested Chief Sitar provide them what the cost would be broken out as no increase, the step, the Cola and then with the four additional men. Kathy provided the information. Commissioner Blaisdell commented he is in favor of strictly a cost of living increase with no additional personnel. Commissioner Auger is in favor of that.

Commissioner Pyra asked if they would be willing to hire two additional personnel to cover the peak times. Peak times were reviewed. Discussion ensued about the possibility of contracting with another town to help offset the cost of additional men. Calls per firefighter were reviewed. NFPA recommendations were discussed.

The Board requested Chief Sitar email them more information on the various salary proposals as well as the current salary. They will hold off on this line until the next budget workshop. They will also hold off on 110.5 Holiday Pay and 111 Overtime until they decide on 110 Salaries & Wages as it affects those two lines.

120 Call Salaries & Wages: Chief Sitar commented that he is recommending the same amount as last year. Commissioner Blaisdell requested Chief Sitar provide the Board what the funding would be with existing call personnel with the two probationary members off probation. He is proposing the Call Company receive the 2.9% COLA the Career members are receiving. Discussion ensued. Chief Sitar is to provide information on what the increase will be by increasing the Call Company base pay by \$1.00 per hour.

## **400 Property Services**

### 430 Repairs & Maintenance

430.01 Center Street Station: Chief Sitar commented that Pixie hasn't provided him with the quote . on the ceiling yet. Commissioner Blaisdell commented they will come back to this later.

## **600 Supplies**

### 630 Equipment Maintenance & Repairs

630.112 Tools: Chief Sitar provided the Board with the breakdown requested for tools. Commissioner Pyra made a motion to fund this line at \$910. Commissioner Blaisdell seconded the motion. There being no discussion, vote was taken. Motion passed.

### 685 Uniforms

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

## **700 Capital Outlay**

710 Land: Commissioner Blaisdell made a motion to fund this line at \$1. Commissioner Auger seconded the motion. There being no discussion, vote was taken. Motion passed.

720 Building: Chief Sitar explained he budgeted \$15,000 for a Project Manager for the new fire station. The Project Manager will provide a not to exceed price. Discussion ensued about whether or not this could be funded by the Land & Building Trust Fund. Commissioner Blaisdell made a motion to fund this line at \$15,000. Commissioner Auger seconded the motion. There being no discussion, vote was taken. Motion passed.

730 Other: Commissioner Auger made a motion to fund this line at \$1. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed.

750 Furniture & Fixtures: Discussion ensued about the new office network printer and scanner. Kathy will supply further information at the next workshop.

775 Dry Hydrants & Cisterns: Chief Sitar commented that he is waiting for Firefighter Smith to provide more information on the exact cost. He did provide the Board with a list of repairs that need to be done and the estimated cost of each. Commissioner Auger made a motion for this line to not exceed \$15,000. Commissioner Blaisdell seconded the motion. Discussion ensued about the reasoning behind the motion. The Board requested the most important ones be repaired first and the work go out to bid. There being no further discussion, vote was taken. Motion passed.

## **2019 Apparatus & Equipment Replacement Fund**

### 331 Ambulance Billing Services

331 COMSTAR: Discussion ensued about the amount requested. Commissioner Auger made a motion to fund this line at \$36,000. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed.

332 Paramedic Intercept: Chief Sitar explained that Concord Fire is the only department that bills us for the intercepts. Discussion ensued about how and when the intercepts occur. Commissioner Blaisdell made a motion to fund this line at \$1,500. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed.

### 740 Fire Equipment

740.101 Mobile Radios: Commissioner Auger made a motion to fund this line at \$0. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed.

740.102 Portable Radios Headsets: Chief Sitar explained about the headsets. Commissioner Auger made a motion to fund this line at \$1,700. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed.

740.103 Base Stations/Repeaters: Commissioner Blaisdell made a motion to fund this line at \$0. Commissioner Auger seconded the motion. There being no discussion, vote was taken. Motion passed.

740.104 Emergency Pagers: Commissioner Auger made a motion to fund this line at \$2,400. Commissioner Blaisdell seconded the motion. Discussion ensued about who has the pagers. Commissioner Auger withdrew his motion pending more information. Commissioner Blaisdell withdrew his second.

741.05 I Am Responding: Chief Sitar commented that this is a contract price. Commissioner Auger made a motion to fund this line at \$850. Commissioner Blaisdell seconded the motion. Discussion ensued on why we have pager, I Am Responding and eDispatch. There being no further discussion, vote was taken. Motion passed.

741.06 eDispatch: Commissioner Pyra made a motion to fund this line at \$948. Commissioner Blaisdell seconded the motion. There being no discussion, vote was taken. Motion passed.

740.10 Gas Meters: Chief Sitar explained what this request covers. Discussion ensued. Commissioner Auger made a motion to fund this line at \$1,670. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed.

740.160 Chair & Vent Saws: Commissioner Auger made a motion to fund this line at \$0. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed.

740.170 Hose: Commissioner Auger made a motion to fund this line at \$0. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed.

740.175 Nozzles/Appliances/Fittings: Chief Sitar reviewed the items being requested. Commissioner Pyra made a motion to fund this line at \$230. Commissioner Auger seconded the motion. There being no discussion, vote was taken. Motion passed.

740.185 Personal Flashlights: Commissioner Auger made a motion to fund this line at \$750. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed.

740.190 Protective Clothing: Chief Sitar recommended they wait on this line item until Wages & Salaries is completed. The Board agreed to wait.

740.191 SCBA: Commissioner Auger made a motion to fund this line at \$2,052. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed.

740.199 Thermal Imaging Camera: Chief Sitar explained this is for batteries for the Thermal Imaging Cameras. Commissioner Auger made a motion to fund this line at \$420. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed.

740.210 Vehicle Equipment: 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.

740.215 Backup Cameras: Chief Sitar explained his request for backup cameras. Commissioner Pyra made a motion to fund this line at \$6,000. Commissioner Blaisdell seconded the motion. There was discussion about which the vehicles need a backup camera. There being no further discussion, vote was taken. Motion passed; 2 ayes, 1 nay.

740.220 Tools: Chief Sitar reviewed the list of tools being requested and the cost of each. Commissioner Blaisdell made a motion to fund this line at \$5,400. Commissioner Auger seconded the motion. There being no discussion, vote was taken. Motion passed.

740.225 Forestry Equipment: Chief Sitar commented on the equipment being requested. Commissioner Blaisdell made a motion to fund this line at \$3,297. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed; 2 ayes, 1 nay.

740.230 Monitor for Park Street IAR: Commissioner Blaisdell made a motion to fund this line at \$0. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed.

TNFD Commissioner's Meeting  
11/19/18

740.235 Gear Washers and Dryers: Chief Sitar explained we did not receive the grant for these that's why he is requesting them in the budget. Commissioner Auger made a motion to fund this line at \$22,000. Commissioner Blaisdell seconded the motion. There was discussion on why Commission Auger only wanted to purchase one gear washer and dryer rather than two. There being no further discussion, vote was taken. Motion failed; 1 aye, 2 nays.

Commissioner Blaisdell made a motion to fund this line at \$44,000. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed; 2 ayes, 1 nay

740.240 Safety Equipment: Chief Sitar reviewed the safety equipment being requested. Commissioner Blaisdell made a motion to fund this line at \$580. Commissioner Pyra seconded the motion. There being no discussion, vote was taken. Motion passed.

**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 7:57 PM.

Respectfully submitted,

*Kathy Tobine*

Kathy Tobine,  
Administrative Assistant

Next Meeting Date, Time, Place: 11/28/18 at 5:30 PM. Meeting to be held at Tilton Town Hall, Downstairs Meeting Room, 257 Main Street, Tilton.