

Tilton-Northfield Fire & EMS Budget Committee Meeting

Meeting Called By: Budget Committee Date, Time: 12/12/2018 at 5:30 PM

Transcribed By: Kathy Tobine Place: Tilton Town Hall, Downstairs Meeting Room, 257 Main Street, Tilton

Bob Petrin called the meeting of the Budget Committee to order at 5:37 PM.

Present: Chief Mike Sitar, Bob Petrin, Charlie Broughton, Kevin Waldron, Jason Wright, Dennis Manning and Commissioner Paul Auger filling in for Commissioner Paul Blaisdell.

Minutes

December 5, 2018

Bob commented there was a typo on page two where Dennis made a motion to fund line numbers 130.02, 120.03, 130.04 and 130.05. 120.03 should actually be 130.03. Kevin made a motion to accept the minutes as corrected. Jason seconded the motion. There being no discussion, vote was taken. Motion passed.

Operating Budget

400 Property Services

Chief Sitar commented that Property Services includes electricity, heat, water, sewer, repairs & maintenance to the stations, grounds keeping.

410 Electricity, 411 Heating Fuel, 412 Water, 413 Sewer, 430 Repairs & Maintenance and 480 Property & Liability Insurance: Dennis made a motion to approve the 400 series under the Commissioners Budget. Jason seconded the motion. Discussion: Dennis asked why the Commissioners decided not to fund the entry door access controls. Paul explained that the Board felt they did not need them this year since they are putting forth a bond for a new station. Dennis wanted to know why they cut the water bill for Park Street by \$100. Chief Sitar commented that the water bill last year was approximately \$150 less than the previous year. That's why they did that. Paul explained that anything they can save is a benefit. Dennis asked why they Commissioners upped Center Street \$1,000. Chief Sitar explained they were waiting for an estimate to come in. When it finally came in, they added it in. Dennis asked if Groundskeeping was because the previous year was less. Chief Sitar replied it was. Kevin asked about changing the bay lights to LED lights. He wanted to know what the payoff is. Chief Sitar explained he received a grant with Eversource. They are replacing all our old lights with new lights. They are covering 50% of the upfront cost. At the Tilton Station, we should realize \$829.46 for a simple payback in 2.4 years. The payback at the Park Street Station is 2.4 years and we will be saving \$800. Kevin asked why we are putting this kind of money into Center Street when we are looking to replace it. Chief Sitar commented that if the bond passes this year, we will have broken even by the time we vacate. Kevin asked if the amount they were about to vote on is \$68,704. It was agreed that was the amount. There being no further discussion, vote was taken. Motion passed.

500 Purchased Services

550 Printing, 560 Dues & Subscriptions and 590.2 Pressurized Hydrants: Jason made a motion to move the 500 series to the floor for discussion. Dennis seconded the motion. Discussion: Jason asked what the printing line covered. Chief Sitar explained that it was for anything that needed printing. Dennis asked if the hydrant fee was the negotiated fee. Chief Sitar replied that it is. Paul commented that this is year three of a five-year agreement. Kevin commented that the number that both towns pay for membership in Lakes Region Mutual Fire Aid (LRMFA) to the budget. It makes no sense for an organization that does not own any fire equipment to belong to an organization that dispatches fire &

ems and provides training. Chief Sitar commented it would be easier for the District to belong but the formula they use would create a decrease for Northfield but an increase for Tilton. The Boards of Selectmen met about this. The Northfield Selectmen approved it; but the Selectmen in Tilton said it was going to cost them an additional \$13,000 to \$14,000 to what they were already paying and didn't approve it. The contract is between the Town of Northfield and LRMFA and the Town of Tilton and LRMFA. Dennis commented that this would not only affect what Tilton and Northfield pay, it will also affect all the towns that belong to LRMFA. Extensive discussion ensued. Kevin commented that the number being voted on it \$130,549. There being no further discussion, vote was taken. Motion passed; 4 ayes, 2 nays.

600 Supplies

620 Office Supplies, 625 Postage and 620 Equipment Maintenance & Repairs: Kevin made a motion to accept lines 600 through 630. Dennis seconded the motion for 620, 625 and 630. Dennis asked why the data destruction was decreased \$100. Chief Sitar commented they charge by the number of boxes. In 2018, we did both 2017 and 2018. Dennis wanted to know why the postage was reduced from the Chief's request of \$1,125 to \$150. Chief Sitar explained he will not be doing a survey this year. Kevin asked if items purchased with the Apparatus & Equipment Fund could be maintained by that fund. Chief Sitar explained that the purpose of the fund is to purchase new. Maintenance must come out of the Operating Account. Dennis asked if \$150 would take care of all the postage needs. Chief Sitar said it would. Dennis asked about the \$1,200 cut to SCBA. He wanted to know what the Chief was looking for. Chief Sitar explained the SCBA is coming to the end of their life cycle. The Commissioners theory behind that reducing the line was if we are purchasing new, can we cut back on the numbers and scavenge parts from the ones taken out of service to repair others. Paul explained the Commissioners cut the tools back a little and the radios are zero as we got new ones through a grant and they are under warranty. Kevin commented that the number \$7,120. Chief Sitar explained that is just for line 630. Jason commented the total is \$10,470 for these three. There being no further discussion, vote was taken. Motion passed.

631 Service Testing: Kevin made a motion to move the entirety of line 631. Jason seconded the motion. Discussion: Kevin questioned 631.02 \$3,730 on the aerial. Chief Sitar explained that all of the service testing are contract prices. Kevin asked if it was yearly. Chief Sitar commented it is and it has to be certified yearly. Kevin asked if we have a mobile cascade unit. Chief Sitar stated not any more. He then explained it was in the rescue but there was no rupture containment on it so it was taken off the truck. Kevin remarked that the total is \$16,269. There being no further discussion, vote was taken. Motion passed.

635 Gasoline and 636 Diesel: Dennis made a motion to approve line numbers 635 and 636 in the amount of \$5,250 for 635 and \$14,000 for 636 on the Commissioners Budget. Jason seconded the motion. Discussion: Kevin commented about the cost of gasoline being up 25.4%. Chief Sitar explained he got his figures from CPIU. We are over expending both on diesel and gasoline this year. There being no further discussion, vote was taken. Motion passed.

660 Vehicle Repairs: Kevin made a motion to move the entirety of 660. Jason seconded the motion. Discussion: Chief Sitar explained that the actual known cost for each vehicle on what will be spent next year is listed. Repairs, other is for any other repair that may be needed during the year. Kevin asked about 660.09 New 21C1. Chief Sitar explained that there will be a warrant article for a new command vehicle. This is for the anticipated costs for this vehicle. Dennis asked the Chief if he was comfortable with \$5,000 less than what he requested. He stated he isn't but that's what the Commissioners decided to fund the unanticipated repairs at. The contingency fund and how it can be used was reviewed. The Unreserved Fund Balance was discussed. There being no further discussion, vote was taken. Motion passed; 5 ayes, 1 nay.

670 Books & Periodicals, 680 Departmental Awards, 683 Fire Prevention and 685 Uniforms: Dennis made a motion to fund line numbers 670, 680, 683 and 685 for \$13,100 which is the Commissioners Budget. Charlie seconded the motion. Discussion: Kevin questioned the \$9,500 for career uniforms. Chief Sitar explained that the Commissioners created a policy a few years ago for \$500 per person per

year for work uniforms. This year we have a new vendor that is discounting bulk purchases. This figure includes \$2,000 for the initial bulk order. Kevin wanted to know what the Support Company uniforms is. Chief Sitar commented that we purchase t-shirts and sweatshirts for the Support Company. There being no further discussion, vote was taken. Motion passed; 5 ayes, 1 nay.

690 Miscellaneous: Dennis made a motion to fund line 690 at \$600 for background checks and miscellaneous, other. Charlie seconded the motion. There being no discussion, vote was taken. Motion passed.

700 Capital Outlay

710 Land, 720 Building, 730 Other, 750 Furniture & Fixtures: Kevin made a motion to move lines 710, 720, 730 and 750. Jason seconded the motion. Kevin amended his motion to include 775 Dry Hydrants & Cisterns for a total of \$36,884. Jason amended his second. Discussion: Charlie wanted to know what the \$15,000 under building is for. Chief Sitar explained that is will provide the cost not to exceed of a new station. Kevin questioned the \$6,882 office network printer. Chief Sitar commented that the copier we have is unreliable. This is the low bid for a new copier. Charlie asked if this included a service contractor. Chief Sitar replied it does. Zero funding of the scanner was questioned. Chief Sitar explained that the new printer does scanning. If it doesn't do what we need, we will request the scanner next year. Kevin asked if the \$15,000 for dry hydrants is maintenance item. Paul replied it is. Chief Sitar provided a list of what is being done to each dry hydrant. Kevin withdrew his motion. Jason made a motion to approve the 700 series for \$36,884. Dennis seconded the motion. There being no further discussion, vote was taken. Motion passed; 5 ayes, 1 nay.

Apparatus & Equipment Replacement Fund Budget

331 Ambulance Billing Services

Dennis made a motion to approve line 331 in the amount of \$37,500. Jason seconded the motion. Discussion ensued about the collections and whether or not this would be enough to cover the billing fees. Paramedic intercepts was reviewed. The purpose of the Apparatus & Equipment Replacement Fund was discussed. There being no further discussion, vote was taken. Motion passed.

740 Fire Equipment

Dennis made a motion to approve line 740 under the Commissioners Budget of \$94,455. Jason seconded the motion. Chief Sitar explained the difference between his budget and the Commissioners Budget is mainly in the protective clothing line item. If we were to add four additional firefighters, we would need four additional sets of protective clothing. Discussion: Kevin questioned line 740.220 Tools. Chief Sitar explained these are tools requested by the firefighters. These are specific prices. Kevin asked about line 740.215 Backup Cameras for \$6,000. Chief Sitar commented this includes the backup cameras and installation on the vehicles we do not have them on. Kevin then asked about line 740.105 I Am Responding. Chief Sitar explained this is an app for our cell phones where we receive the dispatch on our cell phones. Dennis wanted to know why I Am Responding and eDispatch are included in this budget. Chief Sitar commented this is another way we receive our dispatching. Kevin commented on the Gear Washers and Dryers for \$44,000. Chief Sitar explained this is for a new extractor and dryer for each station. Extensive discussion ensued on the extractors and dryers. There being no further discussion, vote was taken. Motion passed; 5 ayes, 1 nay.

960 Rescue Equipment

Dennis made a motion to fund line 960 at \$11,160. Charlie seconded the motion. Chief Sitar reviewed each line for the Committee. Discussion ensued about the rope and rescue suits. There being no further discussion, vote was taken. Motion passed.

741 EMS

Dennis made a motion to fund line 741 for \$72,967. Jason seconded the motion. Chief Sitar explained that the X-Series Monitor will go on the first due engine. When the ambulance is out and we have another medical call, the engine responds to it. The firefighter on the engine will be able to have a

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monitor and be able to do the things that it does. Discussion ensued about the cardiac monitors. Chief Sitar commented that 741.01 is new equipment. 741.02 is the disposable equipment. This covers all one time use equipment. 741.03 CLIA Laboratory User Fee is a fee we pay annually. Discussion: Charlie asked if all the equipment appropriated for in 2018 had been purchased. Chief Sitar replied the only thing not purchased is the Nitris Oxide Systems. These are a self-administered pain management system. After discussion with the paramedics, they decided the drug management was better than the Nitris Oxide. There being no further discussion, vote was taken. Motion passed; 5 ayes, 1 nay.

Dennis asked if the items left to complete will be done by December 19th. Chief Sitar replied that they will not so they don't need to meet.

Adjournment

Bob made a motion to adjourn. Dennis seconded the motion. Bob adjourned the meeting at 7:54 PM.

Respectfully submitted,

Kathy Tobine

Kathy Tobine
Administrative Assistant

Public Hearing Date, Time, Place: January 2, 2019 at 5:30 PM.
Tilton Town Hall, Downstairs Meeting Room,
257 Main Street, Tilton