

Tilton-Northfield Fire & EMS Budget Committee Meeting

Meeting Called By: Budget Committee Date, Time: 01/02/2019 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 5:33 PM.

Present: Chief Mike Sitar, Bob Petrin, Charlie Broughton, Kevin Waldron, Jason Wright, Dennis Manning, Jane Alden and Commissioner Paul Blaisdell.

Minutes

December 12, 2018

Kevin made a motion to accept the minutes as printed. Jason seconded the motion. There being no discussion, vote was taken. Motion passed.

Operating Budget

100 Salaries & Wages

130 Elected Officials

130.04 Deputy Treasurer: Chief Sitar commented that after discussion with the Commissioners, Treasurer Tim Pearson withdrew his request for this year. He will revisit it next year. Dennis made a motion to fund this line at \$0. Kevin commented there is no need for a motion as they voted on the \$7,750 which excluded this item.

Warrant Articles

Bob commented that Article 1, Choose A Fire Commissioner, and Article 2, Accept Reports of Treasurer and Commissioners, do not apply to them.

Article 03 Fire Station Project Bond: Jane made a motion to deal with this article. Dennis seconded the motion. Kevin asked how we own the property. Chief Sitar commented that we don't own it yet, we have a Purchase & Sales Agreement. He explained there are conditions. We cannot sell the land, we have to build a fire station on it. We have to bring the utilities in, improve the intersection and roadway in to that area. Starting from Manville Road, you will cross over the railroad tracks. Where the road takes a sharp left, the road will continue straight until you cross the railroad spur line and end in a cul de sac. Utilities will be brought to the cul de sac. The fire station will be at the corner. The cost on paper is \$1 but the real cost is about \$580,000. The fire station, including the improvements. there is approximately \$6,000,000. The improvements to the Park Street station will be just over \$1,000,000. This will provide both stations with living quarters and apparatus space for everything we have with one extra bay. Dennis asked what the conditional costs are for the land. Chief Sitar explained that it is the \$580,000. Commissioner Blaisdell stated there are public hearings scheduled. The Construction Management team is working on the final answer. We will have all the information then. Discussion ensued. Dennis made a motion that the Budget Committee recommend Article 3. Jane seconded the motion. Discussion: Bob wanted to know if this can be broken in to two years; Tilton this year, Park Street next. Chief Sitar replied that if this passes at District Meeting the earliest the construction could start would be September or October. For the construction portion, the District would borrow money to do the project. When the project is completed, the completed number goes to bond which would be paid over 20 years. Dennis asked if the Board had talked to the Town of Tilton regarding Center Street. Chief Sitar replied they have talked with the town. Commissioner Blaisdell commented that in 1986 renovating Park Street came up. Next year never comes. If we do part of the project this year with the intention of doing the rest of it next year or in five years, it is never going to happen as next year never

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comes. One of the important factors to some citizens in the District is the proximity of the station to their properties. The Tilton School site was bashed because it was not in the center of town and added a minute of drive time going across the bridge into Northfield. This site adds more than a minute to the drive time. With respect to the residents in Northfield who are concerned about response times, the plan would be to renovate Park Street so that full-time people could inhabit that station and there would be a rotation of people in Northfield half the month and Tilton half the month. The only way to do that is to renovate Park Street so firefighters can inhabit that space. Extensive discussion ensued. Bob asked the Budget Committee if they recommend supporting this article as presented. There being no discussion, vote was taken. Motion passed; five ayes, two nays.

Article 04 Add Unassigned Fund Balance By-Law: Kevin made a motion to discuss W/A 4. Dennis seconded the motion. Charlie asked if this was doable financially. Chief Sitar replied it is. Discussion ensued about borrowing. Kevin asked for information on the Government Finance Officers Association (GFOA) and the Governmental Accounting Standards Board (GASB) and what authority they have. Bob explained he was part of the Board when he was Fire Chief. Their purpose is to try to get people to follow a standard so people knew what is in the budget so they could decide appropriately to what is going on. Also, to have some standard regulatory guidelines to go by. Jason commented that when you look good on your audits, typically your interest rate is better on your bonds. When you go for grant money you are more likely to do well getting the grant. Discussion ensued about the purpose of the article. There being no further discussion, vote was taken. Motion passed; six ayes, one nay.

Article 05 Operating Budget: Dennis made a motion to recommend W/A 5. Jason seconded the motion. There being no discussion, vote was taken. Motion passed; six ayes, one nay.

Article 06 Apparatus & Equipment Fund Budget: Jane made a motion to recommend W/A 6. Jason seconded the motion. Kevin asked about the cost of the installation of the washers and dryers. Chief Sitar commented for installation at Center Street is \$740. There being no further discussion, vote was taken. Motion passed; six ayes, one nay.

Article 07 New Command Vehicle: Dennis made a motion to recommend W/A 7. Jane seconded the motion. Kevin questioned the need for a second command vehicle. Paul commented the old command vehicle would be used by Deputy Joubert for his daily duties and responding to calls and the new vehicle would be used by Chief Sitar. Discussion ensued regarding need and price. Paul discussed the options they previously discussed and why this was deemed the best option. Kevin asked why a smaller less equipped car was not chosen, especially for use for more administrative duties. Extensive discussion continued as to the need of a second command vehicle and whether it would be used effectively as a command vehicle. There being no further discussion, vote was taken. Motion passed; five ayes, one nay.

Article 08 Health Insurance Deductible Expendable Trust Fund: Jason made a motion to recommend W/A 8. Dennis seconded the motion. Kevin asked why the employees' health insurance deductibles were being paid by the organization. Chief Sitar stated that given the options it comes out less expensive for the district as well assists with employee retention. There was extensive discussion about the unassigned fund balance. There being no further discussion, vote was taken. Motion passed; five ayes, one nay.

Article 09 Fire Prevention Expendable Trust Fund: Dennis made a motion to recommend W/A 9. Chief Sitar discussed the purpose of the article, which is to place the \$9,055.00, collected in 2018 in fire prevention fees into the trust fund. Dennis amended his motion to include raise and appropriate the sum of \$9,055. Jason seconded the motion. There being no further discussion, vote was taken. Motion passed unanimously.

Article 10 Fire Prevention Budget: Bob made a motion to recommend W/A 10. Dennis seconded the motion. Discussion ensued about the amount of money needed in the Fire Prevention Expendable Trust Fund. There being no further discussion, vote was taken. Motion passed unanimously.

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Article 11 Add to Land & Building Trust Fund: Chief Sitar spoke to the article. Charlie made a motion to recommend W/A 11. Dennis seconded the motion. There being no discussion, vote was taken. Motion passed unanimously.

Article 12 Establish Contingency Fund: Dennis made a motion to recommend W/A 12. Jason seconded the motion. There being no discussion, vote was taken. Motion passed; five ayes, one nay.

Article 13 Transact Any Other Business: Dennis commented they don't have to act on this article.

Other Business

Discussion ensued on whether they needed another budget committee meeting. It was unanimously decided they did not. The next meeting they need to attend is the Public Hearings on February 13th at Winnisquam Regional High School in the Cafetorium at 7:00 P.M. Chief Sitar explained that the public hearings will be on the Fire Station Project Bond, 2019 Proposed Budget and Warrant.

The Budget Committee requested Chief Sitar let them know when he will be giving presentations on the proposed fire station bond so they can attend. 2:05:14

Bob asked if there was an educational program before they started working on the budget the community could attend so everyone would understand the rules. Paul commented it's a good idea. However, the people that want to be informed are, and those that don't aren't. That will never change.

Adjournment

Dennis made a motion to adjourn. Jason seconded the motion. There being no discussion, vote was taken. Meeting adjourned at 7:41 PM.

Respectfully submitted,

Kathy Tobine

Kathy Tobine
Administrative Assistant

Public Hearing Date, Time, Place: February 13, 2019 at 7:00 PM.
Winnisquam Regional High School, Cafetorium,
435 West Main Street, Tilton