

Tilton-Northfield Fire & EMS Budget Committee Meeting

Meeting Called By: Budget Committee Date, Time: 11/21/2019 at 6:00 PM

Transcribed By: Kathy Tobine

Place: Tilton Town Hall, Downstairs Meeting Room, 257 Main Street, Tilton

Jason Wright called the meeting of the Budget Committee to order at 6:00 PM.

Present: Jane Alden, Paul Blaisdell, Charles Broughton, Dennis Manning, Kevin Waldron, Jason Wright, Commissioner Eric Pyra and Chief Michael Sitar.

2020 Budget

Jason explained he and Dennis had talked. They would like to go within subcategories, open it for discussion, get the Chief's narrative and if then if there are specific lines within that heading. They do not want to go line by line.

4220 Fire

100 Salaries & Wages

Dennis made a motion to move Salary & Wages to the table for discussion. Charlie seconded the motion. Chief Sitar explained the difference between the two is he requested four additional career firefighters. Chief Sitar commented that he had proposed a 2½% step raise as well as a 1.9% COLA. His line also included a part-time Code Enforcement Officer. The Commissioners voted to include the 2½% step raise and hire two career firefighters starting July 1st.

Dennis asked how the two firefighters would work. Chief Sitar replied that currently we have three personnel on 24/7. When we hire the two additional employees, we will have four personnel on during the daytime seven days a week and at night we will go down to three employees. The two new employees will share days and average out to 42 hours per week. Discussion ensued about the schedule the new employees would work.

Chief Sitar commented that call volume has increased 25% over the last four years. Call volume was discussed.

Paul asked the Chief to describe how adding one additional person will improve the service to the District. Chief Sitar commented that it will allow us to get our second ambulance out the door in a reasonable amount of time. Discussion ensued about reasonable time.

Jason wanted to know what the two additional personnel will bring the head count to. Chief Sitar responded we currently have 14 career personnel. This will bring us to 16 career personnel. Jason asked what the number was for collective bargaining. Chief Sitar explained it is 10 firefighters. The additional two people will bring us to that number.

Ambulance revenue and billing was discussed.

Jason asked how everyone felt about one this year and one next. Dennis commented his opinion is either two or none. Kevin commented he does not support the addition of any additional personnel at this time. He would like to see it requested by warrant article. Dennis

commented they don't have to go with a warrant article. The Towns agreed to go with a fulltime fire department. Extensive discussion ensued.

Dennis made a motion to fund Line 100 Salaries & Wages at the Commissioners budget of \$1,271,472. Jane seconded the motion. Paul asked if the proposal to add two men will increase Line 111 Overtime. Chief Sitar explained that the new personnel require very little overtime. They don't earn overtime until they are here six months or so. Discussion ensued about the all-in cost for two additional firefighters. Paul asked the total cost of the 2½% step increase for this year. Jason asked if the 2½% raise was included in the Call Company. Chief Sitar explained they did not get the percentage. Their increase was fifty cents (\$0.50) per hour. He then commented the 2½% step increase is approximately \$24,000. Dennis questioned if the Call Company was over. Chief Sitar commented he increased it a little as he is over this year. That number also includes their increase. Paul wanted to know how the 2½% increase will affect Holiday Pay and Overtime. Chief Sitar replied the Holiday is approximately \$2,400 and Overtime is about \$18,000. Further discussion ensued. Paul requested they put off a vote until he can answer their questions. He wants to know the increase in cost to add two people; what the increase in cost to add two people plus 2½%; what is the increase with no new people and 2½%. Discussion ensued about the vote. There being no further discussion, vote was taken. Motion failed.

Chief Sitar requested Paul email him is questions. He will then email his answers to the Committee.

Discussion ensued about the length of meetings. The consensus was that they only meet for two hours.

4130 Executive

Dennis made a motion to move Line 4130 Executive to the floor for discussion. Jane seconded the motion. Paul commented that last year they had a proposal for a Deputy Treasurer. Chief Sitar commented that was withdrawn. Paul asked the justification for asking this year. Chief Sitar explained that DRA would like every municipality to have a Deputy Treasurer who is responsible for overseeing the books when the Treasurer is on vacation. Paul wanted to know how often this occurs. Chief Sitar recommend they ask Tim Pearson, he is our Treasurer. The Auditors are requesting it as well. Kevin asked who the Clerk is. Chief Sitar replied Stephanie Giovannucci. Kevin commented that her duties have changed. Chief Sitar commented that her duties comply with State statute. Discussion ensued about the various positions and each positions compensation. Paul wanted to know how many hours the Treasurer spends on the Fire District books weekly, monthly, yearly.

Paul made a motion to fund Line 130.02 at \$4,500. Kevin seconded the motion. There being no discussion, vote was taken. Motion passed.

Paul made a motion to fund Line 130.03 at \$1,500. Charlie seconded the motion. Kevin wanted to know how you come to the duties of the position. The position does not do anywhere near what the Commissioners do. Discussion ensued about the pay. There being no further discussion, vote was taken. Motion passed.

Paul made a motion to fund Line 130.04 at \$1,500 including the Treasurer and Deputy Treasurer positions. Jane seconded the motion. Eric asked if the Deputy Treasurer position was approved would it become Line 130.06. Chief Sitar commented it would. Eric commented they should be funded separately. Paul commented he is for funding the Treasurer and Deputy Treasurer positions at \$1,500 and however they decide to split it is up to them.

Discussion ensued about the Deputy Treasurer position. There being no further discussion, vote was taken. Motion passed.

Paul made a motion to fund Line 130.05 at \$250. Dennis seconded the motion. Kevin asked if they didn't think the position is worth more than that. Discussion ensued about the number of hours worked by the Moderator and what he should be paid. Paul amended his motion to fund Line 130.05 at Mr. Waldron's suggestion of \$500. Jane seconded the amended motion. There being no further discussion, vote was taken. Motion passed.

Paul made a motion fund Line 4130, total Executive, at \$8,000. Jason seconded the motion. There being no discussion, vote was taken. Motion passed.

4140 Elections

Dennis made a motion to fund Line 4140 Elections at \$2,000. Jane seconded the motion. Charlie asked what Elections covers. Jason explained that covers everything from the space for the meeting, Supervisors of the Checklist, Police Detail, etc. There being no further discussion, vote was taken. Motion passed.

4150 Auditing

Paul made a motion to fund Line 4150 at \$8,100. Jane seconded the motion. Chief Sitar explained we went out to bid. We received bids from three firms and this is the low bid. Kevin asked if we were changing auditors. Chief Sitar it is the same auditors we had last year, Plodzik & Sanderson. There being no further discussion, vote was taken. Motion passed.

4153 Legal Expense

Paul made a motion to fund Line 4153 at the Commissioners request of \$4,000. Eric seconded the motion. Discussion ensued about the increase requested. Paul amended his motion to fund Line 4153 at \$3,000. Jane seconded the motion. There being no discussion, vote was taken. Motion passed.

Adjournment

Paul made a motion to adjourn. Dennis seconded the motion. There being no discussion, vote was taken. Meeting adjourned at 8:05 PM.

Respectfully submitted,

Kathy Tobine

Kathy Tobine
Administrative Assistant

Next Meeting Date, Time, Place: December 5, 2019 at 6:00 PM.
Tilton Town Hall, Downstairs Meeting Room
257 Main Street, Tilton