

Tilton-Northfield Fire & EMS Budget Committee Meeting

Meeting Called By: Budget Committee

Date, Time: 1/15/2021, 5:30 PM

Transcribed By: Beth Joslin

Location: Northfield Town Hall
21 Summer Street
Northfield, NH

Budget Committee Members Present: Scott Lewandowski, Kevin Waldron, Jane Alden, Katherine Dawson, Commissioner Eric Pyra. Attending Electronically due to COVID-19: Charlie Broughton

Also Present: Chief Michael Sitar, and Administrative Assistant Kathy Tobine. Attending Electronically due to COVID-19: Deputy Tim Joubert

Katherine Dawson called the meeting to order at 5:32 pm.

Old Business

Katherine made a motion to remove the monies from the budget that represent the grant employees. The amount of \$353,419.57. That represents everything on the grant breakdown page. The other two items are the four physicals and uniforms. Kevin seconded the motion.

Discussion ensued regarding if the budget for the grant position should be presented as a warrant article or in the budget. Being no further discussion vote was taken.

Kevin:	Yes	Jane:	No	Charlie:	No
Scott:	No	Katherine:	Yes	Commissioner Pyra:	No

Motion failed.

210 Health Insurance - \$324,256

Kathy asked before they continued if they would like to revisit the Health Insurance as they have a more accurate total. Kevin asked where that number came from. Kathy replied that they now know what insurance everyone is taking for the year including the new hires.

Jane made a motion to change the total of line 210 from \$393,011 to \$324,256. Charlie seconded the motion. Commissioner Pyra asked what will happen to the surplus. Chief Sitar replied that it can be used to offset pay raises and insurance increases years two and three. Being no further discussion, vote was taken.

Kevin:	Yes	Jane:	Yes	Charlie:	Yes
Scott:	Yes	Katherine:	Yes	Commissioner Pyra:	Yes

Motion passed.

New Business

100 Salaries & Wages - \$1,089,382

Charles made a motion to fund line 110.5 Holiday Pay at \$48,048 and line 120 Call Salaries & Wages at \$100,155. Katherine seconded the motion. Kevin commented that he thinks they should do them separately. Being no further discussion, vote was taken.

Kevin: No Jane: Yes Charlie: Yes
Scott: Yes Katherine: Yes Commissioner Pyra: Yes
Motion passed.

335 School/Training Fees - \$23,975

Chief Sitar explained that this is higher than usual because a lot of training was cancelled in 2020 due to the pandemic. Discussion ensued regarding training.

Kevin made a motion to decrease line 335 to \$19,975. Hearing no second, motion fails.

Katherine made a motion to fund line 335 for \$23,975. Jane seconded the motion. Being no discussion, vote was taken.

Kevin: No Jane: Yes Charlie: Yes
Scott: Yes Katherine: Yes Commissioner Pyra: Yes
Motion passed.

630 Equipment Maintenance & Repairs - \$6,685

Katherine asked if they still needed to vote on the OptiCom repairs or if they had voted it out. Chief Sitar replied that they voted it out pending Jason following up on information from the state. Katherine asked if they wanted to revisit the line. The consensus among the committee was they did not unless there was new information.

4332 Pressurized Hydrants - \$125,988

Katherine asked where the Commissioners were with the agreement. Commissioner Pyra replied that there were things that were discussed when they met in the fall such as the use of the hydrant at Park Street for training that has not been included in the agreement. Discussion ensued regarding if there was a need for the agreement.

Kevin made a motion to decrease line 4332 to \$0. Katherine seconded the motion. Scott asked the Chief to confirm that if they do not pay for the hydrants that they will still be able to use them. Chief Sitar replied that there is an RSA that allows them to use the water but that the district could make it harder for them if they wanted to. Discussion ensued regarding the contract. Being no further discussion, vote was taken.

Kevin: No Jane: Yes Charlie: No
Scott: Yes Katherine: Yes Commissioner Pyra: Yes
Motion passed.

4900 Capital Outlay - \$4

Katherine asked why some lines were budgeted at a dollar. Kathy replied that they put a dollar in to keep the line open.

Katherine made a motion to fund line 4900 for \$4. Jane seconded the motion. Being no discussion, vote was taken.

Kevin: No Jane: Yes Charlie: Yes
Scott: Yes Katherine: Yes Commissioner Pyra: Yes
Motion passed.

4723 TAN Interest - \$1

Katherine made a motion to fund line 4723 for \$1. Jane seconded the motion. Being no discussion, vote was taken.

Kevin: No Jane: Yes Charlie: Yes
Scott: Yes Katherine: Yes Commissioner Pyra: Yes
Motion passed.

Apparatus & Equipment Fund

331 Ambulance Billing Services – \$35,700

- **331 COMSTAR**
- **332 Paramedic Intercept**

Kevin made a motion to fund line 331 for \$34,200. Commissioner Pyra seconded the motion. Being no discussion, vote was taken.

Kevin: Yes Jane: Yes Charlie: Yes
Scott: Yes Katherine: Yes Commissioner Pyra: Yes
Motion passed.

Kevin made a motion to fund line 332 for \$1,500. Jane seconded the motion. Katherine asked what a paramedic intercept was? Chief Sitar explained that it is in cases when they do not have a paramedic on shift and they need one for a transport. Discussion ensued regarding the need. Being no further discussion, vote was taken.

Kevin: No Jane: Yes Charlie: Yes
Scott: Yes Katherine: Yes Commissioner Pyra: Yes
Motion passed.

740 Fire Equipment - \$50,105

- Mobile & Portable Radios - \$0
- Base Stations/Repeater - \$4,689
- Emergency Pagers - \$2,860
- lamResponding.com - \$660
- eDispatch - \$0
- Gas Meters - \$500
- Hazmat - \$0
- Chain & Vent Saws - \$0
- Hose - \$7,324
- Nozzles, Appliances, & Fittings - \$100
- Flashlights - \$1,575
- Protective Clothing - \$29,272
- SCBA - \$1,600
- Thermal Imaging Camera - \$600
- Vehicle Equipment - \$320
- Ground Ladders - \$0
- Tools - \$225
- Forestry Equipment - \$0
- Computer Hardware - \$0
- Safety Equipment - \$380

Charlie made a motion to fund line 740.103 for \$4,689. Jane seconded the motion. Kevin asked what it was for. Chief Sitar replied that it was to repair a broken antenna and for the antenna to be added to the communications tower. Being no further discussion, vote was taken.

Kevin: No Jane: Yes Charlie: Yes
Scott: Yes Katherine: Yes Commissioner Pyra: Yes
Motion passed.

Commissioner Pyra made a motion to fund line 740.104 for \$2,860. Jane seconded the motion. Being no discussion, vote was taken.

Kevin: Yes Jane: Yes Charlie: Yes
Scott: Yes Katherine: Yes Commissioner Pyra: Yes
Motion passed.

Scott made a motion to fund line 740.105 for \$660. Jane seconded the motion. Being no discussion, vote was taken.

Kevin: Yes Jane: Yes Charlie: Yes
Scott: Yes Katherine: Yes Commissioner Pyra: Yes
Motion passed.

Kevin made a motion to fund line 740.110 for \$500. Jane seconded the motion. Being no discussion, vote was taken.

Kevin: Yes Jane: Yes Charlie: Yes
Scott: Yes Katherine: Yes Commissioner Pyra: Yes
Motion passed.

Kevin made a motion to fund line 740.170 for \$7,324. Commissioner Pyra seconded the motion. Being no discussion, vote was taken.

Kevin: Yes Jane: Yes Charlie: Yes
Scott: Yes Katherine: Yes Commissioner Pyra: Yes
Motion passed.

Kevin made a motion to fund line 740.175 for \$100. Jane seconded the motion. Being no discussion, vote was taken.

Kevin: Yes Jane: Yes Charlie: Yes
Scott: Yes Katherine: Yes Commissioner Pyra: Yes
Motion passed.

Kevin made a motion to fund line 740.185 for \$1,575. Jane seconded the motion. Being no discussion, vote was taken.

Kevin: Yes Jane: Yes Charlie: Yes
Scott: Yes Katherine: Yes Commissioner Pyra: Yes
Motion passed.

Kevin made a motion to fund line 740.190 for \$29,272. Commissioner Pyra seconded the motion. Kevin asked if the turnout gear is always purchased from the same place. Chief Sitar replied that they buy their gear from Globe because it is a New Hampshire company. Discussion ensued regarding shopping around for a better price. Being no further discussion, vote was taken.

Kevin: Yes Jane: Yes Charlie: Yes
Scott: Yes Katherine: Yes Commissioner Pyra: Yes
Motion passed.

Kevin made a motion to fund line 740.191 for \$1,600. Commissioner Pyra seconded the motion. Being no discussion, vote was taken.

Kevin: Yes Jane: Yes Charlie: Yes
Scott: Yes Katherine: Yes Commissioner Pyra: Yes
Motion passed.

Kevin made a motion to fund line 740.199 for \$600. Scott Lewandowski seconded the motion. Being no discussion, vote was taken.

Kevin: Yes Jane: Yes Charlie: Yes
Scott: Yes Katherine: Yes Commissioner Pyra: Yes
Motion passed.

Kevin made a motion to fund line 740.210 for \$320. Commissioner Pyra seconded the motion. Being no discussion, vote was taken.

Kevin: Yes Jane: Yes Charlie: Yes
Scott: Yes Katherine: Yes Commissioner Pyra: Yes
Motion passed.

Commissioner Pyra made a motion to fund line 740.220 for \$225. Scott seconded the motion. Being no discussion, vote was taken.

Kevin: Yes Jane: Yes Charlie: Yes
Scott: Yes Katherine: Yes Commissioner Pyra: Yes
Motion passed.

Scott made a motion to fund line 740.240 for \$380. Commissioner Pyra seconded the motion. Being no discussion, vote was taken.

Kevin: Yes Jane: Yes Charlie: Yes
Scott: Yes Katherine: Yes Commissioner Pyra: Yes
Motion passed.

741 EMS - \$40,180

Katherine made a motion to fund line 741 for \$40,180. Jane seconded the motion. Kevin asked if it was a reimbursable expense? Chief Sitar replied that the reimbursement of supplies is based on the level of care needed on the call not necessarily the individual items used and he discussed a program they will be participating in to track the items used on calls. Scott commented that Concord Hospital donates money to the Capitol Area every year, with them buying Lakes and Franklin, has there been any talk of donations to this area? Chief Sitar replied that he had not heard anything and to his knowledge Concord had only put in a bid that there were still others who could purchase the hospital. Being no further discussion, vote was taken.

Kevin: Yes Jane: Yes Charlie: Yes
Scott: Yes Katherine: Yes Commissioner Pyra: Yes
Motion passed.

960 Rescue Equipment – \$3,200

Kevin made a motion to fund lines 960.400 and 960.600 for a total amount of \$3,200. Jane seconded the motion. Being no discussion, vote was taken.

Kevin: Yes Jane: Yes Charlie: Yes
Scott: Yes Katherine: Yes Commissioner Pyra: Yes
Motion passed.

Warrant Articles

Article 5 Land & Building Fund - \$50,000

Kevin asked about the number. Commissioner Pyra replied that they looked at the last few years and they have put in either \$50,000 or \$100,000. They decided to go with \$50,000 to add to the fund for when the time to build comes. Discussion ensued regarding the amount.

Commissioner Pyra made a motion to recommend Article 5 for \$50,000. Scott seconded the motion. Being no discussion, vote was taken.

Kevin: No	Jane: No	Charlie: Yes
Scott: Yes	Katherine: No	Commissioner Pyra: Yes

Motion failed.

Commissioner Pyra asked what amount the budget committee would recommend to the commissioners. Katherine stated that she was willing to say why she voted no. Jane and Kevin said they would as well. Kevin commented that he felt it was not enough. Jane stated that she felt the same. Katherine stated that she feels they should stop putting money aside until they have a plan. Discussion ensued regarding the amount they would like to see put in the fund and the source of the funding.

Article 6 Design & Architecture – \$100,000

Kevin made a motion to endorse Article 6. Jane seconded the motion. Scott asked for some background on the article. Commissioner Pyra explained that they had budgeted money in 2019 but that it had been done incorrectly so when it wasn't all spent it went into the unassigned fund balance. What they are trying to do is move that money out of there so it doesn't lapse again. Discussion ensued regarding the purpose of the article.

Scott asked how the district meeting will be with COVID-19. Chief Sitar replied that there is law that has passed the senate regarding the elections, Things are very much up in the air but if the law passes it very well could be up to the local government and moderators to decide. Being no further discussion, vote was taken.

Kevin: Yes	Jane: Yes	Charlie: Yes
Scott: Yes	Katherine: No	Commissioner Pyra: Yes

Motion passed.

Article 7 Land Purchase - \$5,000

Kevin made a motion to endorse Article 7. Commissioner Pyra seconded the motion. Being no discussion, vote was taken.

Kevin: Yes	Jane: Yes	Charlie: Yes
Scott: Yes	Katherine: Yes	Commissioner Pyra: Yes

Motion passed.

Article 8 Fire Prevention ETF - \$10,499

Jane made a motion to endorse Article 7. Commissioner Pyra seconded the motion. Being no discussion, vote was taken.

Kevin: No	Jane: Yes	Charlie: Yes
Scott: Yes	Katherine: Yes	Commissioner Pyra: Yes

Motion passed.

Article 9 Fire Prevention Budget - \$7,085

Charlie made a motion to endorse Article 9. Commissioner Pyra seconded the motion. Being no discussion, vote was taken.

Kevin: No	Jane: Yes	Charlie: Yes
Scott: Yes	Katherine: Yes	Commissioner Pyra: Yes

Motion passed.

Article 10 Health Insurance Deductible ETF

Jane made a motion to endorse Article 10. Commissioner Pyra seconded the motion. Being no discussion, vote was taken.

Kevin: No	Jane: Yes	Charlie: Yes
Scott: Yes	Katherine: Yes	Commissioner Pyra: Yes

Motion passed.

Article 11 Communication Tower ETF - \$1

Kevin made a motion to not endorse Article 11. Scott seconded the motion for discussion. Kevin stated that it is his opinion that as the budget continues to rise that if they have income coming in it should be used to reduce that amount. He may be amiable to a percentage going towards this fund. Scott asked what the projected revenue was for the tower. Discussion ensued regarding the revenue and the purpose of the account. Commissioner Pyra asked if the commissioners were to change the warrant article to include a percentage to go towards the operation budget. Scott said he would be open to looking at that. Being no further discussion, vote was taken.

Kevin: Yes	Jane: Yes	Charlie: Yes
Scott: Yes	Katherine: Yes	Commissioner Pyra: Yes

Motion passed.

Article 12 Establish Contingency Fund - \$23,274

Kevin made a motion to endorse Article 12. Commissioner Pyra seconded the motion. Being no discussion, vote was taken.

Kevin: Yes	Jane: Yes	Charlie: Yes
Scott: Yes	Katherine: No	Commissioner Pyra: Yes

Motion passed.

Article 14 New Fire Engine - \$720,000

Kevin made a motion to not endorse Article 14. Hearing no second, motion fails.

Jane made a motion to endorse Article 14. Commissioner Pyra seconded the motion. Charlie asked if this was for the Engine that was being built now? Chief Sitar replied that it was an additional engine to replace Engine 3. Discussion ensued regarding the price and if an engine was needed. Being no further discussion, vote was taken.

Kevin: No	Jane: Yes	Charlie: Yes
Scott: Yes	Katherine: No	Commissioner Pyra: Yes

Motion passed.

Article 15 New Ambulance - \$285,000

Kevin made a motion to not recommend Article 15. Hearing no second, motion fails.

Commissioner Pyra made a motion to recommend Article 15. Jane seconded the motion. Discussion ensued regarding the cost of the ambulance. Scott asked if there would be any trade in value for the current ambulance. Chief Sitar replied that there was and that he was currently looking into that. Scott asked if there was any equipment included in that. Chief Sitar replied that it is just the truck they will move the equipment from 21A2. Being no further discussion, vote was taken.

Kevin: No	Jane: Yes	Charlie: Yes
Scott: Yes	Katherine: No	Commissioner Pyra: Yes

Motion passed.

Minutes

January 8, 2021

Jane made a motion to approve the minutes of January 8th as written. Scott seconded the motion. Being no discussion, vote was taken.

Kevin: Yes	Jane: Yes	Charlie: Yes
Scott: Yes	Katherine: Yes	Commissioner Pyra: Yes

Motion passed.

The public hearing on February 8, 2021 was discussed.

Adjournment

Jane made a motion to adjourn the meeting. Commissioner Pyra seconded the motion. Being no discussion, vote was taken.

Kevin: Yes	Jane: Yes	Charlie: Yes
Scott: Yes	Katherine: Yes	Commissioner Pyra: Yes

Motion passed.

Katherine adjourned the meeting at 8:07 pm.

Respectfully submitted,

Beth Joslin

Beth Joslin
Office Clerk

Next Meeting Date, Time, Place: January 22, 2021 at 5:30 PM.
Northfield Town Hall
21 Summer Street, Northfield, NH