

# Tilton-Northfield Fire & EMS Budget Committee Meeting

Meeting Called By: Budget Committee

Date, Time: 10/19/22, 5:30 PM

Transcribed By: Beth Joslin

Location: Tilton Town Hall  
Downstairs Meeting Room  
257 Main Street  
Tilton NH

## Call to Order

Katherine called the meeting to order at 5:32 PM.

## Attendance

Commissioner Eric Pyra, Katherine Dawson, Kevin Waldron, Jane Alden, Jason Wright, Scott Lewandowski, Chief Michael Sitar, Jr. and Administrative Manager Kathy Tobine

## Minutes

### October 3, 2022

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

## Budget

Packets with info about organization, number of employees, apparatus, etc. Go through budget, Katherine talked about increases in utilities... electric, gas, Diesel....

### **4194 General Government Buildings**

#### 410 - Electricity

Discussion ensued about the Park Street Tower. Chief Sitar stated that there is no revenue yet because Eversource still needs to run power. They cannot collect rent till the project is finished.

#### 412 - Water

Discussed current year water bill.

#### 430 – Repairs & Maintenance

This year's Maintenance and repairs were discussed.

Chief Sitar stated that the costs for the training center were for supplies only, labor is done. Almost all of the training center has been built through donations.

Katherine asked why the custodial supply budget was increased. Chief replied that cost of products has increased.

Katherine asked why monitoring for Shedd road tower increased. Chief Sitar replied that it was the new contracted price. Discussion ensued regarding what monitoring covers.

#### 341 - Telephone

Increase in cell cost discussed.

#### 560 – Dues & Subscriptions

Katherine asked why there was a cost for Notary Republic when there haven't been the past few years. Kathy stated that it needs to be renewed every 5 years. Discussion ensued regarding Amazon Prime's new pricing and other memberships.

### 630 – Equipment Maintenance & Repairs

Repairs to swift water suits were discussed, as well as the cost to replace versus repair.

### Revenues, Grants, & Unreserved Fund Balance

Chief Sitar discussed higher ambulance revenues.

Katherine asked if it has been discussed what may be left from the 2022 budget to go into the unexpended fund balance. Kathy replied not yet. Discussion ensued regarding what was left over from the 2021 budget.

Jason inquired about the new Car 3 and if everything was able to be moved from the old car. Chief Sitar replied that the old tray did not fit but that they were able to keep it within budget.

Chief Sitar talked about a Homeland Security Grant they were awarded to improve the radio system. Discussion ensued regarding radios.

Katherine stated that she would like to see budget lowered. Kevin commented that it is about the same as town budget. Jane commented that she was surprised it was not higher.

Discussion ensued regarding the unreserved fund balance and the recommended 16.6% of the operating budget that should be kept in there, as well as the money being held for the water bill arrears. Chief Sitar commented that the Water District has started the process of putting a tax lien on the Park Street property.

### **4155 – Personnel Administration**

Katherine asked why Personnel Administration went up almost \$50,000. Kathy commented that insurances went up significantly. Katherine asked what percentage pay increase they were looking for this year. Chief Sitar replied that they were looking for a 9.1% raise on the base salary taking it from \$19.60 to \$21.38. Discussion ensued regarding raises last year to bring the department up to a competitive wage, Cost of Living Adjustment, Pay rates & tax payer income.

### **Future Meetings**

Meeting dates were discussed. It was unanimously agreed their next meeting would be November 16<sup>th</sup> at 5:30 PM.

### **Adjournment**

Jason made a motion to adjourn. Jane seconded the motion. There being no discussion, vote was taken. Motion passed.

Meeting adjourned at 6:36 P.M.

Respectfully submitted,

*Beth Joslin*

Beth Joslin  
Office Clerk

Next Meeting Date, Time, Place:

November 16, 2022 at 5:30 PM.  
Tilton Town Hall, Downstairs Meeting Room,  
257 Main Street, Tilton NH