

**Notes from February 12, 2015 Joint Meeting  
Lyman/Dayton Fire Commission, Select Boards, Budget Committees  
Review of Proposed 2015/16 GMFR Budget  
Notes prepared by FC Secretary Don Hernon**

1. Meeting called to order by Lyman/GMFR Treasurer at 6:33 pm at GMFR Fire Station.
2. Present:
  - a. Fire Commission – Jim Roberts, Amos Gay, Paul Reynolds, John Houy, Wendell Smith, Don Hernon
  - b. Lyman Select Board – Victoria Gavel, Nancy Harrison, Ed Sanborn, George Sutton, John Tibbetts
  - c. Lyman Budget Committee – Jeff Demers, Stephen Gray, John Houy, Maurice St. Clair, Lisa Vargas, Brad Nikel, Fred Bechard
  - d. Dayton Select Board – Gerry Taylor, Dan Gay
  - e. Dayton Budget Committee – Woody Brown, Nancy Harriman, Jim Roberts, Paul Reynolds, Laurie Vezina, Stephen Hennessey
  - f. GMFR – Fire Chief Rod Hooper, Deputy FC Chad Johnston, Captain Thom Hooper
3. It was noted that some participants are members of both Fire Commission and Budget Committees.
4. No votes were taken at this meeting.
5. Discussed proposed 2015/16 GMFR budget, line by line, with comments:
  - a. Personnel
    - Leap year (2016) not included in personnel costs
    - Part-time salaries - should be \$171,018 vice \$171,198
    - ER FICA/Medicare - to be adjusted due to reduction in Part-time salaries
    - Health Cost savings due to Medical Insurance Alternative (about \$16,600) for three full-time GMFR employees - included in the budget, but should end up in 2015/16 surplus
    - Workers Compensation cost - reduced to \$26,808 from \$37,000
    - GMFR Treasurer salary - not included in budget
  - b. Operations
    - Professional fees – ambulance fees should be \$10,700 vice \$10,500
    - Insurance – 10% increase per MMA recommendation
    - Utilities – discussion on fuel costs and internet services
    - Fleet – new fire truck expected in mid-May 2015
    - Equipment Replacement & Acquisition – E20-xx line items added; spreadsheets show equipment by category, quantity, life expectancy, cost and expected replacement year; goal is to “level out” costs and planned replacements

- Information Systems – discussed more efficient use of systems (e.g., Patient Care Reporting, TRIO)
  - Training & Education – cost reduced due to smaller number of GMFR applicants
  - Programs – discussion on how grant funds are managed
- c. Capital Improvements
- Fire Truck account – FC recommends continuing \$50,000 per town per year; remaining cost of new fire truck will be deducted from towns' 2015/16 contribution
  - Ambulance replacement – FC does not recommend for 2015/16; FC recommends using \$24, 559 (vice \$24,599 as shown on spreadsheet) from 2013/14 surplus to be added to ambulance account
- d. Facilities Systems and Equipment – discussion of leasing new cardiac monitors; spreadsheet shows equipment included in this category; FC recommends \$16,000 per town to establish this account
- e. Proposed use of 2015/16 anticipated EMS revenue and 2013/14 surplus – FC recommends using \$80,000 EMS revenue + \$45,000 surplus = \$125,000 (vice \$120,000 as shown on spreadsheet) to partially offset cost of 2015/16 Operations
6. Rural Water Supply – Fire Chief recommended that both towns establish a reserve account of \$1000 per town, to maintain and install fire water hydrants; need more information regarding current locations, proposed new locations including water source, and costs.
7. Maine Community Foundation, website [www.mainecef.org](http://www.mainecef.org) – Fire Chief recommended towns' consider MCF to help manage town funds in reserve accounts.
8. Final Payment New Fire Truck – warrant article needed to release town funds
9. Accumulated Sick Time and Paid Time Off – Lyman may approve PTO for town employees; FC will review use of PTO for full-time GMFR employees; reserve account is needed to provide expected funds to pay out sick time/PTO
10. GMFR Lighting Upgrades – discussion on source of upfront funds, possible use of Efficiency Maine rebates and total cost; more information required
11. Action to be Taken
- a. GMFR/Lyman Treasurer will make agreed upon changes to GMFR 2015/16 Proposed Budget spreadsheets and reissue
  - b. Fire Chief will provide more information on fire water hydrants and GMFR Lighting Upgrades
12. Meeting adjourned at 8:30 PM; no date was set for a follow-on meeting if necessary