

**FIRE COMMISSION FY 2013-2014 BUDGET
PRESENTATION MEETING
Minutes of Meeting – 03/26/13**

Location: Dayton Town Hall; meeting called to order at 6:30 p.m.

Present: Fire Commissioners: Ray Demers, Amos Gay, Jim Roberts, Wendell Smith, Jim Sotir; Fire Chief Rod Hooper; Deputy Fire Chief Chad Johnston; Dayton/Fire Department Treasurer Angela Cushman, Ann Paquette, Clerk

Absent: Fire Commissioner Don Hernon

Lyman Town Selectmen: Victoria Gavel, Leo Ruel, Steve Marble, Roger Grant

Dayton Town Selectmen: Gerry Taylor, Ted Poirier, Scott Littlefield

Budget Committees (Lyman & Dayton): Bill Darling, Chairman, Paula Peruse, Maurice St. Clair, Steve Gray, Alice Swann, Lisa Vargas, Dan Gay, Woody Brown

Handouts

- Fire Commission's proposed budget proposal FY 2013-2014
- Expenditure Report: 2011-2014

Budget Points:

Personnel

Budget figures represented both **increases** (health and dental, worker's comp., salaries, key holiday incentive, added personnel, unemployment, volunteer insurance) and **decreases** (due to over budgeting for FICA and Medicare) in the various line items.

Concerns: high figure quoted for unemployment coverage; necessity of volunteer insurance, which could both potentially be covered by the expected 3% balance in the 2012-2013 Personnel Budget.

MOTION: to cut Unemployment category by \$5,000. Motion made by Steve Marble; seconded by Steve Gray. Motion approved.

MOTION: to approve Personnel Budget at \$391,873 (includes reduction of \$5,000 for Unemployment). Motion made by Leo Ruel; seconded by Lisa Vargas. Motion approved.

Operations

Category: Medical Supply

Increase due to high volume of calls and rising costs of medical supplies.

MOTION: to approve \$9,100 budget for Medical Supply category. Motion made by Steve Marble; seconded by Steve Gray.

Category: Professional Fees

Concerns expressed about increase compared to last year, which is attributed to rise in costs for ambulance billing fees (due to higher call volumes), audit fees, banking and licensing fees. Given high rate of collection, the quick turnaround for payment, and the fact that a Maine company was being used, no further discussion ensued.

MOTION: to approve \$21,425 budget for Professional Fees category. Motion made by Steve Marble; seconded by Victoria Gavel. Motion passed.

Category: Facility

Office supplies and cleaning supplies went down, but facility maintenance (including air quality compressor tests, septic pumping, HVAC service, etc.) increased in costs. Concerns were raised about the requested \$565 increase from last year in this category.

MOTION: to keep Facility category at the 2012-2013 figure (\$14,030). Motion made by Roger Grant; seconded by Gerry Taylor. Motion passed. Therefore, the \$565 requested increase for FY 2013-2014 not approved.

INTERIM MOTIONS

Motion made by Roger Grant, seconded by Steve Marble, and supported by Scott Littlefield, to keep entire Fire Dept. budget at the 2012-2013 figure (\$585,948). As most attendees felt the importance of reviewing each line item separately and carefully, the motion was unanimously denied.

Motion made by Lisa Vargas, seconded by Alice Swann, to approve the entire Operations Budget FY 2013-2014 as proposed (\$209,301). Motion was unanimously defeated.

Category: Insurance

Discussion regarding MMA's premium for property and casualty not in yet, so \$15,000 requested in this category may be insufficient.

Motion: approve Insurance category as reflected (\$15,000). Motion made by Victoria Gavel; seconded by Scott Littlefield. Motion passed.

Category: Utilities

There was a 6.4% decrease reflected for FY 2013-2014.

Motion: to approve Utilities category as reflected (\$22,850). Motion made by Victoria Gavel; seconded by Steve Marble. Motion passed.

Category: Communications

There was a 10.2% decrease reflected for FY 2013-2014 due to the planned purchases of less costly radios.

Motion: to approve Communications category as reflected (\$8,800). Motion made by Steve Marble; seconded by Victoria Gavel. Motion passed.

Category: Fleet

Proposed budget figure for Fleet category included decreases (in testing and services) and increases (in maintenance and fuel).

Motion: to approve Fleet category as reflected (\$31,485). Motion made by Victoria Gavel; seconded by Roger Grant. Motion passed.

Category: Equipment

Decreased in this category by 4.5% due to reduced purchases of protective gear.

Motion: to approve Equipment category as reflected (\$32,650). Motion made by Steve Marble; seconded by Victoria Gavel. Motion passed.

Category: Information Systems

The significant decrease in this category was a result of the service contract cancellation. The service needed is low, and it is more cost-efficient to call as needed.

Motion: to accept budget amount of \$7,190 for Information Systems. Motion made by Roger Grant; seconded by Steve Marble. Motion passed.

Category: Training

Decrease in this category due to lower participation in fire fighter training and officer's training.

Motion: to accept budget amount of \$14,470 for Training. Motion made by Steve Marble; seconded by Victoria Gavel. Motion passed.

Category: Programs

Increase due to rising costs associated with fire prevention school programs, hydrant training, recruiting/retention, firefighter physicals, safety programs, TB testing, and hepatitis vaccines for new employees.

Motion: to accept budget as proposed for Programs (\$11,736). Motion made by Steve Marble; seconded by Victoria Gavel.

Category: Administration

No increase requested. Discussion about \$10,000 being used last year for a new fuel station, suggesting that \$20,000 amount requested for FY 2013-2014 could be reduced.

Motion: reduce Administration category from \$20,000 to \$15,000. Motion made by Scott Littlefield; seconded by Gerry Taylor. Motion passed.

REVIEW: \$10,565 was cut from proposed FY 2013-2014 Operations budget as follows: \$5,000 from Unemployment, \$5,000 from Administration, \$565 from Facility, reducing total Operations budget amount to: \$203,736

Total FY 2013-2014 Fire Department Budget: Approved at \$595,609.

Additional Requests:

Fire Truck account – each budget committee (Lyman, Dayton) agreed to approve \$25,000 towards this account for FY 2013-2014. The initial \$40,000 requested (split evenly between both towns) was denied.

Per Diem Program – motion made by Lisa Vargas to table request until next Selectmen meetings; seconded by Steve Gray. Motion passes.

Fire Truck Replacement Program – options briefly discussed. Motion made by Victoria Gavel to table further discussion until next Selectmen meetings; seconded by Roger Grant. Motion passes.

Remaining Funds - \$117,870 CD and \$43,984 (budget leftover). During discussion, all in agreement to table decision on allocation of these funds until next Selectmen meetings.

Stipend for Fire Commission – mentioned by Leo Ruel and Maurice St. Clair. Due to late hour, it was agreed to discuss this at a later date.

Insurance Buyout – as presented by Wendell Smith. Although some discussion ensued, due to late hour it was agreed to discuss this at a later date.

Meeting adjourned: 8:50 p.m. with motion by Lisa Vargas; seconded by Paula Peruse.

Submitted, as recorded, this date of March 26, 2013, by FC Clerk, Ann Paquette.