

**Durham Budget Committee
Meeting Minutes
February 22nd 2016**

Call to Order: Chairman Milton Simon called the Second meeting of the Budget Committee to order at 6:30 p.m.

Members Present: Chairman Milton Simon, Vice Chairman Kevin Nadeau, Terry Kirk, William Morrill, Kevin Nadeau, Michael Fitzpatrick, Cori Holt, Christina Libby, Leigh Fisher arrived at 8:15 p.m. Benjamin Love excused.

Selectmen Present: Chairman Jeffrey Wakeman, Joshua Libby, Mark Blake, Michael Stewart. Vice Chairman Hall excused.

Also Present: AA/TA Ruth Glaeser, Fire Chief/EMA Director William St. Michel, Meetings Secretary Jill Toher, Keith Russell.

Fire Department Budget – Overview: Selectmen Chairman Wakeman provided a detailed overview for Personnel, Supports and Benefits.

Chairman Wakeman stated that the Fire/Rescue Chief's Salary reflects a two (2%) percent raise based on a fifty-three week year. The Labor Line's request is \$94,689.00 which includes additional hours based on last year's figures plus an approximate two (2%) percent increase. Also he stated the pay scales have increased approximately two percent per the Fire Chief's request, per itemization that is part of the budget packet, and includes an increase in the Deputy Chief's stipend..

Increases in FICA/MPERS and Medicare will change accordingly with the requested raises. Also, Selectman Chairman Wakeman pointed out that the MERS insurance line has a significant increase due to the fact that the credit balance, used during the past years, is now depleted.

Worker's Compensation Insurance has experienced an increase of \$5,623.00 due to insurance claims filed. The Health Insurance request is \$594.00 more than last year. The Health Insurance line provides additional insurance to cover what Worker's Compensation does not cover.

Questions were raised as to how the Worker's Compensation's increase is allocated. AA/TA Glaeser stated she divided the percentages of the overall increase by the different rates charged to each department, according to that particular department's risk factor. A discussion regarding allocations followed. Chairman Wakeman provided additional clarification.

AATA Glaeser stated there were two claims: 1) in 2014 by the Fire Department and; 2) one in 2015 by the DPW. She stated the entire Worker's Compensation bill is \$47,196.00.

Terry Kirk wanted to know whether training and post incident critiques are being held. Chief St. Michel stated yes. He also wanted to know how the raise line was calculated. Chairman Wakeman advised that the entire Fire Department pay scale is being changed as each level of training demands a certain level of pay.

Chairman Simon asked whether AATA Glaeser has shopped other rates and compared to MEMIC. He requested that rate comparisons for Worker's Compensation be done.

Operating Budget: Chief St. Michel stated that his budget request reflects an overall decrease due to shifting of expenses as well as anticipated lower per gallon costs for all fuel.

Utilities: He is requesting \$5,280.00 which is the same last year which covers electric.

Propane: The request of \$6,480.00 reflects a decrease of \$1,761.00 over last year's request and again, his request is based on current lower per gallon prices for propane.

Building Maintenance: The request is \$3,529.00 or a \$150.00 increase over what was requested last year. He pointed out that last year's actual cost for building maintenance was \$5,540.00 due to a one time repair.

Equipment Maintenance: Chief St. Michel stated his request of \$34,500.00 represents an increase of \$2,300.00 over last year's request. He stated that the Knox Boxes need to be installed in the Rescue unit to better secure drugs kept on the unit. The approximate cost for Knox Box installation is \$1,800.00. He added that last year there were some issues with the Rescue's air conditioning and electrical system on the ladder truck which brought the budget over by \$2,161.00.

Training: The Chief stated his request for training remains the same at \$7,700.00, although only \$6,153.00 was spent last year. He stated the Department is on a new member drive and anticipates new members will require various levels of training.

Gasoline: The Fire Chief has deleted this classification and moved with Diesel as gas is only used in the operation of hand held equipment and the cost for gas is quite minimal.

Ambulance Intercepts: Chief St. Michel stated he is requesting \$4,900.00 for ambulance intercepts which reflects a \$600.00 increase over last year's request. Actual cost for 2015 Intercepts was \$4,700.00 or \$400.00 more than requested.

The Fire Chief stated his request is based on last year's increased call volume. Intercepts occur when another Town with trained Paramedics are on duty and are needed to provide a higher level of care that may be required during the transport. This line also includes billing fees.

Diesel/Gasoline: Chief St. Michel stated he lowered his projection to \$4,000.00 based on last year's falling fuel trend. Last year the amount actually spent was \$4,374.00 or \$406.00 less than he requested last year.

Terry Kirk asked whether all departments are getting their fuel through GPCOG. Selectman Chairman Wakeman stated the Fire Department is getting their fuel through Downeast. He noted that the fuel tank at the station can only hold 275 gallons and GPCOG cannot guarantee a delivery for that small amount. The Fire Chief stated that the fuel request includes the tax pre-state tax reimbursement. He added that there is basically no difference in actual cost between getting gas between getting fuel either way. A brief discussion followed.

Dues: The Fire Chief is requesting \$3,886.00 which is \$85.00 less than the \$3,392.00 actually spent last year and covers EMS requirements. He added he provided an itemization of dues costs.

Chief's Expenses: Chief St. Michel stated he is budgeting \$2,500.00 which is the same amount as requested last year.

Prevention: The Fire Chief stated his request of \$700.00 is the same as last year.

Personnel Safety: Chief St. Michel stated he is requesting \$15,011.00 which is \$26.00 less than last year's request. Last year \$11,445.00 was spent

Dispatch: The amount requested, \$23,220.00, reflects an increase of \$1,244.00 which pertains to per capital increase in Lisbon Contract costs.

Supplies: The amount requested, \$4,575.00, reflects a decrease over what was requested last year, \$6,550.00, as in actuality only \$4,725.00 was spent last year.

Budget Committee Questions on Fire Department's Operating Budget Requests:

Terry Kirk questioned why Dues and Dispatch amounts requested are not hard figures. The Fire Chief referred the Committee to his itemization of what services are paid out of Dispatch which include emergency phone, business phone, cell phones, minitor pagers, the Lisbon

Contract, repeater and PSAP fees to the County. He stated the new Lisbon Contract per capita rate increased to \$3.00.

Phones and cell phones fluctuate, the repeater as well as minitor pagers also include potential repairs, There are also differences in fiscal year for Lisbon and the County. The per capita rate of \$3.00 for the Lisbon Contract is based on the 2010 census. PSAP rate is \$2.50 per capita.

Terry Kirk had several questions regarding costs for personal safety as actual expenditures during the past several years have come in lower than requested.

Terry Kirk Moves to raise \$304,051.00 for the Fire Department's Operating Budget. Michael Fitzpatrick Second. Motion Fails – one For – Seven Against with Milt Simon (Fire Department Member) Abstaining.

Kevin Nadeau Moves to Approve the Fire Department Operating Budget per Selectmen's recommendation. William Morrill Second. Motion Carried with Terry Kirk Opposed and Milt Simon (Fire Department Member) abstaining.

Terry Kirk Moves to Raise and Appropriate \$40,000.00 to the Fire Department Capital Reserve Account. Michael Fitzpatrick Second. Motion Fails – one For – eight Opposed. Motion Fails.

William Morrill Moves to Approve the Selectmen's Recommendation to Raise and Appropriate \$45,000.00 for the Fire Department Capital Reserve Account. Kevin Nadeau Second. Motion Carried with Terry Kirk Opposed.

Kevin Nadeau Moves to Transfer from the Fire Department Capital Reserve Account \$39,510.00 for the final Fire Station payment. Michael Fitzpatrick Second. Motion Carried Unanimously.

Kevin Nadeau Moves to Transfer \$33,004.00 from the Fire Department Capital Reserve Account for the third of six payments for the Quint Ladder Fire Truck. Michael Fitzpatrick Second. Motion Carried Unanimously.

Kevin Nadeau Moves to Accept the Selectmen's recommendation and Transfer \$66,400.00 from the Fire Department Capital Reserve Account for paving, trim and floor repairs at the Fire Station. Michel Fitzpatrick Second. Motion Carried Unanimously.

A very lengthy discussion ensued regarding the Fire Chief's request for up to \$474,000.00 to be funded through general obligation bonds to purchase a fire truck to replace aging Engine #22, with a proposed first payment to commence in 2017.

Terry Kirk requested additional figures from the Fire Chief before moving forward. It was agreed that the Fire Chief would supply this information at tomorrow night's Budget Committee's meeting.

It was the consensus of the Budget Committee to defer a vote until tomorrow night after the additional information requested is reviewed.

Animal Control: **Chairman Simon Moves** to transfer \$129.00 from Designated Funds – Animal Control and Raise \$12,913.00 for a total Appropriation of \$13,042.00. Michael Fitzpatrick Second. Motion Approved Unanimously.

Assessing: **Terry Kirk Moves** to Raise \$20,050.00 for a total Appropriation of \$20,050.00. William Morrill Second., Motion Carried Unanimously.

Cemeteries: **William Morrill Moves** to Raise and Appropriate a total of \$3,850.00. Terry Kirk Second. Motion Carried Unanimously.

Conservation: **Chairman Simon Moves** to Transfer \$2,150.00 from Designated Funds – Recreation and Raise a total of zero dollars for a Total Appropriation of \$2,150.00..

Donations: **Michael Fitzpatrick Moves** to Raise and Appropriate \$3,000.00 for Cemeteries. Kevin Nadeau Second.

A very lengthy discussion followed regarding making donations. Selectman Chairman Wakeman advised that it is part of the Mission of the Town to help indigent residents.

Terry Kirk requested that AA/TA Glaeser provide a list of those entities charge residents and which do not charged for their services. He added that he requested this information last year as well.

Motion Carried with Five in Favor – Two Opposed.

Eureka Community Center: **Michael Fitzpatrick Moves** to Transfer \$624.00 from Rentals and Raise \$4,812.00 for a Total Appropriation of \$5,436.00 Terry Kirk Second. Motion Carried Unanimously.

Eureka Community Center Capital Projects: **William Morrill Moves** to Transfer \$1,650.00 from Eureka Capital Fund Account for a total transfer to reimburse the Town Emergency Fund. Terry Kirk Second. Motion Carried Unanimously.

General Assistance: **Michael Fitzpatrick Moves** to Raise \$3,000.00 for General Assistance for a Total Appropriation of \$3,000.00. Kevin Nadeau Second. Motion Carried 4 in Favor- 3 Opposed.

Parks and Recreation: **Chairman Simon Moves** to Transfer \$4,547.00 from Designated Fund – State Park Fees and \$11,473.00 from Designated Fund- Recreation and Raise zero dollars for a Total Appropriation of \$16,020.00. William Morrill Second. Motion Carried Unanimously.

Planning Board/Appeals Board and Historic District Commission: **Chairman Simon Moves** to Transfer \$780.00 from Designated Fund – Planning Board and Appeals Board Fees and Raise \$15,694.00 for a Total Appropriation of \$16,474.00. Michael Fitzpatrick Second. Motion Carried Unanimously.

Solid Waste: **Kevin Nadeau Moves** to accept the Selectmen's recommendation and Transfer \$15,586.00 from Designated Fund – Solid Waste Tags and Raise \$182,589.00 for a Total Appropriation of \$198,175.00. Michael Fitzpatrick Second. Motion Carried Unanimously.

Telecommunications: **Kevin Nadeau Moves** to accept the Selectmen's recommendation and Transfer \$52,658.00 from Designated Fund – Franchise Fees to Telecommunications and Raise zero dollars for a Total Appropriation of \$52,658.00. Motion Carried Unanimously.

Budget Chairman Simon's Comments: Chairman Simon announced the Budget Committee will hold it's final meeting on Tuesday, February 23rd 2016 at the Town Hall at 7:00 p.m., to continue the Budget review.

Adjournment: **William Morrill Moves** to Adjourn at 9:45 p.m. Kevin Nadeau Second., Motion Carried Unanimously.

Respectfully submitted,



Jill S. Toher
Meetings Secretary