

Finance Committee Meeting Minutes
January 27, 1988

The meeting was called to order at approximately 7:35 pm

Present: R. Anderson, M. Brown, J. Desrocher, J. Doherty,
J. Gaffey, P. Helmreich, B. Kimball, R. Nugent,
D. Ward

HIGHWAY

Salary

Salary costs were defrayed last year by including part of them in the projects being done by the Highway Department. No projects are projected to be done in F89. The budget shows the full cost of salaries. Contracts have not been negotiated. No figure increase in this budget.

Overtime is projected as 50 hrs per year per employee.

Salaries include 53 weeks

\$ 9.96 = 20,776

9.12 = 18,869.70 for 52 weeks

9.01 = 18,741

120,815 & 28,646 Totals

52 wk yr - \$149,461 - F88 current wages plus overtime

Expenses

Total budget dollar difference \$35,544

Review expenses

Sand & gravel costs are increasing therefore so are most of the Highway materials. The supply in this area is also running out and the Town may have to haul material from the Cape.

Snow Removal

\$52,000 includes sand, salt, labor, hired equipment etc.

Repairs to private ways

\$3000

State Funds - \$16,657 is the Town's share for matching funds.

Surface Treatment of Town Roads

\$60,000

Capital requests:

1. \$5000 to resurface sidewalks

2. New Truck - \$35,000

3. Sander body - \$7,400-11,000

4. Sidewalk plow - \$35,000

the Town may be able to buy a 1970 plow for \$3900

may need Finance Committee transfer

Discussion of use and need

CEMETERY

Salaries

Superintendent is over 6% increase to update his salary, \$24,000

40 Hour Man is non union and increased to 9.96

Personnel Board has approved both increases.

Increases will bring employees in line with the other Town departments

Total - \$44,717

Expenses

Tools increased to purchase shovels etc

Lawn mower maintenance increased due to increased costs of belts, blades, spark plugs etc
Backhoe maintenance includes general maintenance and tune up
Request new riding lawn mower. Will need to go out to bid.
Will replace a 7 yrs old mower
Weed eater replacement requested. Replacing a 5 yr old machine
Requesting a gas hedge trimmer. Current trimmer is 8-10 yrs old.
Truck is 1 year old
Currently the Department has 3 riding and 2 push mowers
Request will replace 1 rider and replace 1 push (2 yrs old)
Discussion of Hicks fund. Funds can only be used in Central Cemetery.
The Department also receives income from perpetual care interest
P. Helmreich suggests noting these incomes on the budget.
Both funds are used for salaries of part time summer help and any overtime. Usually the Department has two summer part timers
\$200 needs to be added to Salary account for longevity -
\$100 for each employee

FIRE

Salaries 400

Budget increase is due to January step increase per contract and promotions. Contract has to be negotiated beginning 2-1-88.
No decrease in budget. Total dollar difference correct.
Current contract follows calendar year not fiscal year, therefore, that is why there is a step increase in January
Personnel Board approved the Administrative Assistant at \$8.25 per hour for 35 hour = \$15,015
Miscellaneous includes death in family, jury duty, required meetings, witness fees, Fire investigation, mechanic call back, LEST program. The Department used to give comp time but can no longer.
Staffing level. 24 firefighters, 4 officers, 1 Chief and 1 administrative assistant, call firefighters
Fire Alarm maintenance of current system. Increase due to additional work and higher pay rates due to Fair labor standards. The cables have been changed which allows for less and easier maintenance.
Vacations, Holidays are pending contract negotiations
Expenses 401
2.8% Increase
\$400 increase in utilities
\$20 office supply increase
\$1148 increase to enable to lease-purchase new pages
Discussion of utilities, and future costs predicted.
S. Lombard notes that the Committee in the future may want to adopt the policy to request gallons, kilowatts etc amount and then figure the budget per latest proposed costs
Training costs include VCR, tapes, slides.
Office supplies - clerical needs, forms, copier rental

EMT 413

Very good collection rate with aggressive follow up.
\$18,000 collected from 7-87 to 10-1-87. Funds go into
ambulance purchase account. Funds can be used for
major purchases transferred only by Town Meeting.
\$100 per call

The Chief notes that they have had occasion to use both
ambulances at one time

Advanced certification - three men certified; one to be
certified in 3-88

Call Firefighters 414

8% Increase

Increase to \$3.93 per hr from \$3.57. To make it more
attractive

Per contract, Department can have Callman work Sat, Sun or
night shift for \$55 per shift. This saves money when not
filling shifts by permanent men

15 new callman in class training currently

Saved \$42,000 by utilizing callmen this year

Callman receive no benefits. EMT receive \$300 per year to
be recertified

Out of State Travel - 415

Level funded

Funds used to attend conferences out of State

Capital Equipment requests:

1. Pumper - \$175,000
question to lease purchase to replace present pumper
2. \$6000 for phase II Chartley station
3. Addition for Winnecunnet to update, add boat facilities
4. New car for Officers

Over 2000 calls per year for Fire and Rescue

Discussion of landfill cap.

P. Helmreich notes the Town may be able to receive 90%
reimbursement

S. Lombard states the Selectmen are looking into some
other alternative measures which will have a lower reimbursement
and be less costly.

P. Helmreich questions if the Finance Committee will receive
a capital plan and/or information by 2-1-88.

Discussion of Special Town Meeting. The Selectmen are
limiting it to one article unless another petition article
is received.

Discussion on procedures and alternatives at the meeting

The meeting was adjourned at approximately 9:30 pm
until 2-1-88 at approximately 7:30 pm.