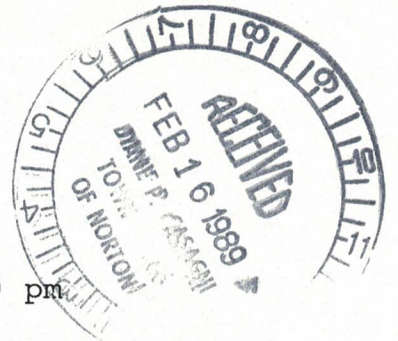


FINANCE COMMITTEE MEETING MINUTES

January 30, 1989



The meeting was called to order at approximately 7:30 pm

Present: M. Brown, J. Desrochers, K. Eagan, M. Hackett, E. Hamilton,
P. Helmreich, B. Kimball, R. Nugent, D. Ward

B. Kimball notes the Committee has received the Water Department budget

D. Ward moves that the minutes of the meeting of 1-18-89 be accepted

Seconded

Unanimous

B. Kimball notes STM #7 change written as 'section 7.6' should be '7.8'.

B. Kimball notes STM #4 original article written on 10-17-85.

Highway

#600

Increases are contractual.

Overtime - 20 hours per person, reduced due to lack of snow

Review increase for mechanic of 11.7%.

C. Jacobs notes he is giving an additional 50¢ per hour beyond his contractual increase. The mechanic entered at entry level and this will bring him in line with the department.

Discussion regarding contractual increases.

P. Helmreich notes that this must be written in contract. Need to have a copy of the contract to review.

B. Kimball requests Department to go through Personnel Board.

P. Helmreich notes if contractual, than Personnel Board has no control.

B. Kimball will investigate and inform Department Head of findings.

#601 Expenses

Hired equipment - includes equipment which may be needed, ie bucket truck

Tools, supplies - includes shovels, picks, clothing allowance

#602 Snow removal

Expended funds were used for purchase of supplies at beginning of year. If not used this year will reduce next year's budget.

Equipment and repair - snow plows repair and snow equipment maintenance

Labor - includes overtime labor for department employees at time and a half

Materials - includes sand, gravel, salt

Hired equipment - includes private individuals ie 6 wheel truck with 10 foot plow at approx \$35 / hr

P. Helmreich notes that with this account the Town can overspend and the State allows you to add it to the tax rate. If not spent will revert to E&D

C. Jacobs notes that you cannot be irresponsible in setting figure per State regulations.

#627 Repair to Private Ways

level funded

Private ways are approximately 20 miles of road which the Town never formally accepted but does maintain and plow

#628 Surface treatment of roads

Program is not prepared until Spring

B. Kimball notes balances of \$440,981 in accounts.

C. Jacobs notes funds are earmarked for projects. Some of the funds belong to Jack Vance, Engineer, for work done.

Pool-Reconstruction 85/86 funds are to be used for John Scott Blvd this if the Town's 25% share of matching funds, \$248,000

Cemetery

#710

J. Watson is on Management union listing

Driver/Laborer request for \$9.50/hr at 40 hrs.

Cemetery Board would like to raise it to \$9.67 as is the same position in the DPW. This is a new employees hired 11-11-88 who was originally a seasonal worker. Hired at \$8.00 and now at \$8.50. Personnel Board now reviewing request.

B. Kimball notes that if Union does not go through, the Finance Committee will need additional information.

#711 Expenses

New push mower to be purchased.

Review of funds taken in. Town citizen pays for corner posts. Funeral Director pays for opening which goes to E&D. \$50 per grave for perpetual care.

Perpetual care funds used for seasonal and overtime salaries, approx \$8,500

Hicks funds - will receive approx \$5,000 to be used in Center cemetery on Pine Street only.

Finance Committee requests that the Cemetery Department show funds coming in and going out on next year's budget.

Cemetery Board notes that the Town in the near future will need to purchase land or have a donation.

Decrease in expenses due to last year's purchase of ride on mower.

Add \$350 for the purchase of a leaf vac

TOTAL \$4,845

Fire

#410

B. Kimball notes 12.5% and a few 13.2% increases.

Chief notes that these include projected overtime.

Paramedic received 7.5% increase which also includes a step increase.

Four firefighters also received a step increase.

Superintendent of Fire Alarm is contractual.

Secretary may be part of the new Management Union

Three new items per contract:

longevity

recertification - straight time

personal days

Vacation - utilizing call firefighters to cover on Saturday, Sunday and nights lowers costs.

Incentive - contractual ie schooling credits.

Fire alarm - \$3,500 lineman to do bucket truck work also Superintendent.

Funds received by Developers for work

Holiday - one man at time and a half and one man at straight time for the man that does not work. Chief notes irregular shifts that firefighters work.

#411

Apparatus care includes 14 vehicles, \$7,000
Uniforms - increase due to contract
Schooling - increase due to contract
Office supplies - B. Kimball notes funds set aside in account #375 for postage. Chief notes Department has its own machine with Fire logo. B. Kimball will discuss with S. Lombard on what postage to use. Chief notes Winnecunnet is now open around the clock. New burners are more efficient

#413

Schooling - EMT courses, medical courses
Office supplies - running EMS service
Chief notes may need to increase account due to the State setting up new category, EMT-D
If new category is begun, there will be a need for new defibrillating equipment for EMT-D of \$5,000-7,000
Savings will occur because they will not have to call in a paramedic as often.
Using both ambulances for dual calls and to cover each other when out of service
Fees - includes license for advance support, EMT unit
Maintenance agreements - includes calibration of defibrillators 3 times a year for two machines

#414

Chief requested an increase of \$5.00 per call shift but cut to 6.5%.
Department will have 25 Call firefighters at full staff and 25 permanent men
Call shifts - 18 shifts per week X 14 hours X 58.57 per shift
Increasing number of calls.

#415

Level funded out of State for travel to meetings.

Review capital improvement plan

STM #2

Repairs to Fire Dept trucks
Review of ladder truck repairs
1. emergency situation
2. could not go to bid process
a. work already begun
b. only one ladder truck
B. Kimball notes S. Lombard called regarding pumper truck tank repair and stated emergency situation. Agreement to use funds from account, therefore, when ladder truck broke down, monies were not available.
Ladder truck cost - \$7.582
Chief notes past Finance Committee procedure.
Review of ladder truck problem with ladder extension.
Truck also needs to pass inspection this year, therefore, repairs needs to be done.
Pumper tank repair costs of \$6,000
Chief notes Town will need a new pumper.
Old pumpers are now good for brush fires and reserve back ups
Pumpers: '66 has new tank, '73 will need new engine, pump work and gasoline tank

New pumper will cost \$135,000 - 140,000

Winnecunnet also uses pumper

B. Kimball requests copy of invoices and firm figures

Review of procedure - Notify Committee before expending funds
for expenses and Finance Committee will hold a meeting within
24 hours

E. Hamilton asks for Committee procedure regarding to budget.

B. Kimball notes Finance Committee budget hearings and STM articles.
February 8th recommendations for STM

Then Committee can start to make recommendations for ATM budgets.

After review of ATM article will then prepare for STM within ATM
Review procedures.

The meeting was adjourned at approximately 9:35 pm until
2-1-89 at approximately 7:30 pm