

Board of Fire Commissioners

Greenfield Fire District
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August 26, 2010 Commissioners Budget Workshop

Budget workshop began at 7:01 pm.

Present were: Commissioners B. Chouinard, Kugler, Robarge, Spackmann, Deputy Secretary Chouinard, Treasurer J. Bishop, Chief Lant, D/C's King, Ellsworth, FF's B. Bishop, R. Bishop, and resident George Habig.

Meeting called to order with a flag salute and a moment of silence for departed members and our troops overseas.

1. Clerk of the Works – There was no one who was present to apply or go over the job position of clerk of the work. Art Howe was not able to be contacted and Mr. Baker, no one was aware if Commissioner Waite called him.
2. Discussion turned to the 2011 proposed budget and included numerous discussion points throughout the session, including:

❖ A400 Account

- Aerial Inspection – To stay the same
- Audit – To stay the same
- Cable for Co#4 – Line item to be taken out
- Cemetery Flags – \$1500.00 to stay the same
- Contingency – \$5,000.00 to stay the same
- Convention – \$6,000 to stay the same
- Defensive Driving – Line item to be taken out
- Due, Legal Fees - \$8,000 to stay the same
- Fire Prevention – To be increased to \$10,000 from \$7,000
- Fire Reports – Line item to be taken out
- Fire Training – Wording to be changed to just TRAINING – increased to \$13,000, from \$11,000
- Fit Tests – \$4,000 to stay the same
- Four Co. Drills, Alarms, & Annual – \$2,000.00 to stay the same

- Gas & Diesel - \$27,000 to stay the same
- Generator – \$3,500.00 to stay the same
- Insurance – \$60,000 to stay the same
- Internet Access – \$5,000.00 to stay the same
- Lights, Heat – \$65,000.00 to stay the same
- Maintenance Supplies – \$2,000.00 to stay the same
- Newsletter – \$6,000.00 to stay the same
- Office Supplies – \$3,000.00 to stay the same
- Operations – \$6,000.00 – to INCREASE to \$16,000
- Other – \$4,000.00 to stay the same
- Phone bills – \$16,000 to INCREASE to \$18,000.00
- Physicals – \$30,000 to stay the same
- Printing of SOG's & By Laws – \$1,500.00 to stay the same
- Pump & Hose Testing – \$13,500.00 to stay the same
- Repairs to Apparatus – \$70,000 to stay the same
- Repairs to Equipment – \$20,000 to stay the same
- Repairs, Building Maintenance – \$20,000 to INCREASE to \$25,000
- Seal Driveways – Line item to be taken out
- Service award program fee – \$4,000 to INCREASE to \$5,000
- Vaccinations – \$11,000, to be DECREASED to \$3,000
- Website – \$2,000.00, to be DECREASED to \$1,000

❖ **A200 Account**

- Allotments – Line item to be taken out
- Chief's Account – \$1,000 to stay the same
- Computers – \$4000, DECREASE to \$3500
- EMS – \$9,000 to stay the same
- Fire Police – \$2,500 to stay the same
- Hazmat – \$4,000 to stay the same
- Pagers – \$3,000 to stay the same
- Personnel Gear – \$80,000 to stay the same
- Radio's – \$4,000 to stay the same
- Rescue – \$6,000 to stay the same
- SCBA – \$30,000 to stay the same
- Security System – \$5000 – DECREASE to \$2000
- Uniforms – \$10,000.00 to stay the same

❖ **.100 Personal Services**

- Discussion did not occur as employee reviews are not yet completed.

- ❖ EMS – \$5,000 to stay the same
- ❖ Building Reserve – \$200,000 to INCREASE to \$300,000
- ❖ Radio Reserve – \$4,000 to stay the same
- ❖ Service Award Program (LOSAP) – \$140,000 to DECREASE to \$115,000

EMS Coordinator: Discussion occurred as to where he is and why is he not around. The issue of lack of administrative support within the district took place and that it was felt that Paul Felts, our outside EMS trainer could be worth the small fee he wants to charge us to do the EMS paperwork and certificates. Discussion followed about our internal EMS Coordinator and that the board may want to speak with him about responsibility.

It was noted District EMS Coordinator Burwell is not interested in the position for 2011. Expectations need to be set with this position for the new person coming in. Chief Lant stated he liked the idea of Paul Felts doing the "paperwork". More discussion to continue at another meeting.

Lights & Heat: The discussion of lights and heat within the district turned heated as George Habig made a point to bring up that he had pointed the board in the way of the Galway Co-op, but they chose to not go that route. Lights and Heat are one of the three biggest line items. Mr. Habig feels they should not be clumped together they should be two separate line items. Heated discussion continued and Chairman Kugler, Commissioners Spackmann and Robarge intervened to calm the discussion down.

D/C Ellsworth stated he had previously called the Galway Co-op and they would not deliver to the Middle Grove station. Mentioned he was spoken to rudely. Mr. Habig stated that they would indeed deliver; he was not sure why D/C Ellsworth was told that.

Maintenance Supply: Treasurer Bishop wanted to know if cleaning supplies for the trucks should be taken out of this account or Equipment Repair. Discussion continued about one vs. the other. FF B. Bishop gave his opinion on the subject; he stated that it could be broken down into more than just one line item. In the past car wash/wax has come out of this account, but is it for that or supplies such as paper towels and needs of the firehouse.

Newsletter: Discussion on whether the newsletter is worth the money or not. It was unanimous that all felt it was for the good.

Operations Account: Commissioner Spackmann wants to increase the account by \$16,000 and remove allotments as a line item. Discussion followed on the subject in regards to the officers feel it is a slap in the face to have allotments taken away. Commissioner Chouinard and Chairman Kugler are in favor with Commissioner Spackmann. Commissioner Robarge is just not sure if he is in favor of the idea or not. Agreed to give it a year (2011) and see what happens.

Phones: Cell phone bill is not getting any smaller. We shut off phones and it still seems to be over \$600 a month. Deputy District Secretary/Purchasing Agent J. Chouinard mentioned that this is due to the fact that people do not take care of GFD property. Phones have had to be replaced or fixed numerous times over the last few months. Batteries have also had to be updated as well as car chargers, etc. Discussion followed about broken phones being paid out of repairs to equipment. Decided not to.

Repairs Building Maint.: Discussion on what has been used. Not sure if it should be increased \$5000.

Service Award Program: Commissioner Spackmann said he was not happy how it was going up in price next year.

Allotments: FF B. Bishop would like to see the money go into the “other” account from this account. Discussion continued where the money would come from to buy what the officers needed. D/C Ellsworth would like to see the allotments stay the way they are.

Discussion followed on who was going to keep track of who spends what, on what and who is not getting their “fair” share. It was stated that a report can be done on each company, each month if needed.

Commissioner Spackmann stated it is not like we tell anyone no when they have an actual need in this district. Big ticket items should not come out of their allotment anyway, it should come before the board and discussed.

FF B. Bishop went over what a “zero” line budget is. Maybe we should look at it.

Commissioner Robarge states that maybe the spending will go down when the allotments go away. The officers may not be so “quick” to buy non-needed items.

Discussion of the “Operations” account follows. Commissioner Spackmann would like to increase the operations account \$22,000 more. Agreement to keep account at \$16,000.

SCBA – Discussion regarding the new bottles we purchased not being under SCOTT warranty. Discussion on how 23 bottles just appeared at Co#1, why did anyone not know about them.

Equipment Reserve account was brought up by FF. B. Bishop. He cautioned the board about not putting enough money into the account. Discussion followed.

George Habig speaks on the money Co #4 is costing us. Heated discussion continues on this subject and both Chairman Kugler and Commissioner Spackmann quickly educate Mr. Habig on Co #4 revenues.

The discussion of 5% tax hike is discussed. With a small increase each year you are better off states Chairman Kugler. Not one big hike.

Discussion starts on setting aside \$50,000 for future years to replace the ladder truck at Co #4.

Distinguished members: Commissioner Spackmann goes over the by-law book on how distinguished members should be rewarded and states we do not do any of this except every 5 years at our banquet, if that. Discussion followed on how they had presented awards at the last banquet and caught everyone up to date. Discussion followed about a meeting each year and not every 5 to do this. FF B. Bishop offered his suggestions.

A "WANT LIST" was discussed, including:

- Dry Hydrants
- Truck 263 – mounting brackets etc – \$10,000
- NFPA – 1584 for rehab of Firefighters, Chief Lant would like to turn the trailer Co #4 has into a rehab unit.
- Co #4 Windows need to be replaced – all companies need to be looked at
- Co #4 would like new meeting room tables, D/C King discussed that theirs are horrible and need to be replaced. Discussion to be at next meeting.
- Commissioner Spackmann went over he would like to see lockers replaced/repared in each company as well.
- D/C king would like the re-sealing of the truck bay floors looked into.

Foreign Insurance Monies: Discussion regarding an annual installation banquet, not one held every 5 years. Commissioner Robarge would like the banquet committee to discuss. A/C Ed Petkus and FF B. Bishop to look into this with the committee.

Meeting adjourned at 9:22 pm.

Respectfully submitted,

Jill Chouinard
Deputy District Secretary