

**Town of Auburn
Budget Committee
October 30, 2014**

Members Present: Peter Miles, Bertrand Ouellette, David Wesche, Paula Marzloff, Alan Villeneuve, James Headd, and Daniel Carpenter **Absent Member:** Mary Beth Lufkin

Others Present: Library Director; Ricky Sirois, Library Board Chairwomen; Nancy Mayland, Library Board Treasure; Jeanni Worster, Fire Chief; Bruce Phillips, Finance Director Adele Frisella; and Secretary Amy Casparius

Meeting called to order at 7:00 pm

Griffin Free Public Library

For the Town's budgeting purposes, the budget breakdown for the library will only show a lump sum "Library Operating Expenses" line item. Unlike any other department, the Library Trustees pay all of their bills with the exception of payroll and related expenses, which the Town handles. All other expenses are paid directly by Library and, as a result, can't be reflected in the Town's general ledger and budgeting system as it is populated based on checks actually cut by the Town. The Library Director and Trustees will be presenting a budget breakdown for the Committee, but their action is only based on a lump sum amount.

Utilities

Requesting \$7,280 level funded from 2014. Year to date expended \$5,364

Library Maintenance

Requesting \$6,500 level funded from 2014. Year to date expended \$3,381

Lending Materials

Requesting \$12,900 an increase of 2,900 from 2014. Year to date expended \$7,660

Equipment & Furnishing

Requesting \$1, a decrease of \$4,999 from 2014. Year to date expended \$5,000

Training & Seminars

Requesting \$2,000, a decrease of \$500 from 2014. Year to date expended \$1,415

Library Programs

Requesting \$1,200, an increase of \$600 from 2014. Year to date expended \$487

Supplies

Requesting \$1,800, level funded from 2014. Year to date expended \$1,695

Computer Systems

Requesting \$5,319, an increase of \$999 from 2014. Year to date expended \$4,790

Alan Villeneuve moved to accept Library Operating Expenses at \$37,000, seconded by James Headd. A vote was taken; all were in favor, the motion carried unanimously.

Fire Department

Chief Bruce Phillips presented the Fire Department budget

Operational Health & Safety

Requesting \$1,000, Level funded from 2014. Year to date expended \$505.96

Bertrand Ouellette moved to approve Occupational Health & Safety at \$1,000, seconded by Paula Marzloff. A vote was taken; all were in favor, the motion carried unanimously.

Forest Fires

Requesting \$1.00, level funded from 2014. Year to date expended \$0

Bertrand Ouellette moved to approve Forest Fires at \$1.00, seconded by Paula Marzloff. A vote was taken; all were in favor, the motion carried unanimously.

Equipment Maintenance

Requesting \$4,200, level funded from 2014. Year to date expended \$3,598.14

Alan Villeneuve moved to approve Equipment Maintenance at \$4,200, seconded by Daniel Carpenter. A vote was taken; all were in favor, the motion carried unanimously.

Radio Repair

Requesting \$500, a decrease of \$100 from 2014. Year to date expended \$156

Paula Marzloff moved to approve Radio Repair at \$500, seconded by David Wesche. A vote was taken; all were in favor, the motion carried unanimously.

Derry Dispatch

Requesting \$40,658, level funded from 2014. Year to date expended \$38,810

Paula Marzloff asked if the amount that the Derry Fire Department charges for dispatch services is a flat fee or based on per capita. The Chief stated that he was not sure how the price was worked out, however, he will find out. Bertrand Ouellette asked if we have shopped around recently. The Chief said that he looked at a few other companies and found that the operating and startup costs were slightly higher. David Wesche, asked if the call volume to Derry Dispatch had increased. The Chief indicated that the call volume had risen.

Paula Marzloff moved to table consideration of Derry Dispatch at \$40,658, seconded by David Wesche. A vote was taken; all were in favor, the motion carried unanimously.

Fire & Rescue Training

Requesting \$17,000, level funded from 2014. Year to date expended \$15,655.17

Alan Villeneuve moved to approve Fire & Rescue Training at \$17,000, seconded by Bertrand Ouellette. A vote was taken; all were in favor, the motion carried unanimously.

Fire Hazmat

Requesting \$5,786, level funded from 2014. Year to date expended \$5,948.27

Paula Marzloff moved to approve Fire Hazmat at \$5,786, seconded by Daniel Carpenter. A vote was taken; all were in favor, the motion carried unanimously.

Telephone

Requesting \$6,900, an increase of \$400 from 2014. Year to date expended \$6,131.50

Daniel Carpenter moved to approve Telephone at \$6,900, seconded by Bertrand Ouellette. A vote was taken; all were in favor, the motion carried unanimously.

Safety Complex Electric

Requesting \$6,000, a decrease of \$500 from 2014. Year to date expended \$4,575.76

David Wesche moved to approve Safety Complex Electric at \$6,000, seconded by Paula Marzloff. A vote was taken; all were in favor, the motion carried unanimously.

Pingree Hill Electric

Requesting \$2,280 a decrease of \$220 from 2014. Year to date expended \$1,645.34

Alan Villeneuve moved to approve Pingree Hill Electric at \$2,280, Seconded by Paula Marzloff. A vote was taken; all were in favor, the motion carried unanimously.

Heating Oil – Safety Complex

Requesting \$8,700, an increase of \$1,200 from 2014. Year to date expended \$7,224.73

Paula Marzloff moved to approve Heating Oil – Safety Complex at \$8,700, Seconded by James Headd. A vote was taken; all were in favor, the motion carried unanimously.

Heating Oil – Pingree Hill

Requesting \$4,400, an increase of \$900 from 2014. Year to date expended \$4,175.03

The Chief stated that he would like to lower the department request by \$400; bringing it to \$4,400. The Chief indicated that the heating system was being looked at to correct an issue. Once this correction was made the entire system should function more efficiently.

David Wesche moved to approve Heating Oil – Pingree Hill at \$4,400, Seconded by Paula Marzloff. A vote was taken; all were in favor, the motion carried unanimously.

Building Maintenance

Requesting \$9,000, level funded from 2014. Year to date expended \$8,966.47

Daniel Carpenter asked what projects were on the schedule for 2015. The Chief noted they have plans to work on the lighting at Central Station and trim & painting at Pingree Hill Station.

Alan Villeneuve moved to approve Building Maintenance at \$9,000, seconded by David Wesche. A vote was taken; all were in favor, the motion carried unanimously.

Fire & Rescue New Equipment

Requesting \$15,000, level funded from 2014. Year to date expended \$11,765.52

Paula Marzloff moved to approve Fire & Rescue New Equipment at \$15,000, seconded by David Wesche. A vote was taken; all were in favor, the motion carried unanimously.

New Radios

Requesting \$4,200, level funded from 2014. Year to date expended \$4,152.77

The line item is for the Fire Department pagers

Bertrand Ouellette moved to approve New Radios at \$4,200, seconded by Daniel Carpenter. A vote was taken; all were in favor, the motion carried unanimously.

SCBA Maintenance

Requesting \$4,500, an increase of \$1,200 from 2014. Year to date expended \$5,216.98

The Chief indicated this line covers all flow testing for the SCBA units and any required maintenance or repair work.

Alan Villeneuve moved to approve SCBA Maintenance at \$4,500, seconded by Bertrand Ouellette. A vote was taken; all were in favor, the motion carried unanimously.

Water Hydrants

Requesting \$14,052, an increase of \$2,231 from 2014. Year to date expended \$4,814.31

The Chief reported these are for water hydrants provided by Manchester Water Works in a portion of Auburn. He estimated there were approximately 20 hydrants.

Bertrand Ouellette moved to approve Water Hydrants at \$14,052, seconded by James Headd. A vote was taken; all were in favor, the motion carried unanimously.

Rescue Supplies

Requesting \$2,000, level funded from 2014. Year to date expended \$2,152.26

Paula Marzloff, moved to approve Rescue Supplies at \$2,000, seconded by David Wesche. A vote was taken; all were in favor, the motion carried unanimously.

Protective Clothing

Requesting \$10,000, level funded from 2014. Year to date expended \$8,899.68

David Wesche moved to approve Protective Clothing at \$10,000, seconded by Bert Ouellette. A vote was taken; all were in favor, the motion carried unanimously.

Office & Cleaning Supplies

Requesting \$4,500, level funded from 2014. Year to date expended \$4,538.57

Paula Marzloff moved to approve Office & Cleaning Supplies at \$4,500, seconded by David Wesche. A vote was taken; all were in favor, the motion carried unanimously.

Miscellaneous Grants

Requesting \$6,135, an increase of \$318 from 2014. Year to date expended \$0

The Chief reported this line is intended to serve as the Town's matching funds for grants that have been applied for. No money has been spent this year, because we were not awarded the big grant; there was just too much competition. Additional grants have been and will be applied for in 2014.

Bertrand Ouellette moved to approve Miscellaneous Grants at \$6,135, seconded by James Headd. A vote was taken; all were in favor, the motion carried unanimously.

Dry Hydrants

Requesting \$500, level funded from 2014. Year to date expended \$29.46

The Chief reported this line item covers the cost of repairs and parts for the older dry hydrants that have been established around the community.

James Headd moved to approve Dry Hydrants at \$500, seconded by Paula Marzloff. A vote was taken; all were in favor, the motion carried unanimously.

Truck Maintenance

Requesting \$12,000, a decrease of \$3,000 from 2014. Year to date expended \$9,441.30

Alan Villeneuve moved to approve Truck Maintenance at \$12,000, seconded by Daniel Carpenter. A vote was taken; all were in favor, the motion carried unanimously.

Apparatus Fuel

Requesting \$15,900, an increase of \$2,200 from 2014. Year to date expended \$11,918.63

James Headd moved to approve Apparatus Fuel at \$15,900, seconded by Paula Marzloff. A vote was taken; all were in favor, the motion carried unanimously.

Emergency Management

OEM (FEMA) Expenditures

Requesting \$1.00, level funded from 2014. Year to date expended \$0

The Chief indicated the OEM (FEMA) Expenditures line is used as the pass-through budget line for any FEMA Disaster Declarations and expenses that the Town has which would be reimbursed by FEMA funds.

David Wesche moved to approve OEM (FEMA) Expenditures at \$1, seconded by Alan Villeneuve. A vote was taken; all were in favor, the motion carried unanimously.

OEM Training

Requesting \$200, level funded from 2014. Year to date expended \$0

Bertrand Ouellette moved to approve OEM Training at \$200, seconded by David Wesche. A vote was taken; all were in favor, the motion carried unanimously.

OEM Communications

Requesting \$1,250, a reduction of \$250 from 2014. Year to date expended \$703.55

This line item is for the purchase of Air Cards for all vehicles. The Air Cards will ensure that there is always a way to access the internet in each vehicle.

Alan Villeneuve moved to approve OEM Communications at \$1,250, seconded by James Headd. A vote was taken; all were in favor, the motion carried unanimously.

OEM Equipment & Gear

Requesting \$500, level funded from 2014. Year to date expended \$0

The Chief indicated that the year to date expended is actually \$500

David Wesche moved to approve OEM Equipment & Gear at \$500, seconded by Paula Marzloff. A vote was taken; all were in favor, the motion carried unanimously

Machinery, Vehicles & Equipment

Fire Apparatus Lease/Purchase

Requesting \$72,696, a decrease of \$2,822 from 2014. Year to date expended \$75,518.21

David Wesche moved to approve Fire Apparatus Lease/Purchase at \$72,696, seconded by Paula Marzloff. A vote was taken; all were in favor, the motion carried.

Other Business

Peter Miles moved to reopen the Direct Assistance Budget for \$40,000 from October 23, 2014 Meeting to be discussed at the next Budget Committee Meeting, seconded by Bertrand Ouellette

Adjourn

David Wesche moved to adjourn the meeting at 8:17PM. Seconded by Paula Marzloff. A vote was taken; all were in agreement, the motion carried unanimously.

The meeting adjourned at 8:17 PM.