

Town of Deering, N.H. Budget Advisory Committee (BAC)

Draft Meeting Minutes
December 5, 2023

BAC Members Present:

Stephen Fogelson – Chair
Michelle Johnson – Vice Chair
Lou Ellen Beard
Laura Martinage
Robert Carter – Secretary

Board of Selectmen present:

Jill Smith
Roy Watson

Others present:

Meagen Kerris – Interim Town Administrator

1. Meeting called to order at 6:30
2. Review of November 21 meeting minutes
 - a. L. Beard made a motion to approve the minutes of November 21, M. Johnson seconded.
 - b. Minutes of November 21, 2023 approved
3. The members of the BAC and BOS introduced themselves to the new Fire Chief Bob Richards.
4. The **Ambulance and Fire Department** budgets were reviewed.
 - a. Current staffing levels of the ambulance were discussed.
 - i. There is still early morning staffing, with 1 person
 - ii. The new chief is actively seeking additional staffing
 - iii. Current wages are not competitive
 - iv. Current budget is for \$91,400 for PT wages which covers 2-people for 5 days per week, 100 hours per week.
 - b. An ambulance has been ordered, with a time frame for delivery of sometime in June.
 - c. It is time to replace the existing ambulance.
 - d. Line item 150 should read \$6,750 for training, not \$750.
 - e. There is a need for equipment replacement that will take \$3,500 to \$4,000
 - f. Maintenance and repairs are needed for the EMS buildings.
 - i. Discussion ensued as to include repairs and maintenance as a line item, or draw from the Expendable Trust Fund (ETF). Discussion on source of funding was discontinued to further review the Fire Dept. Budget
 - g. A vehicle to transport Fire Equipment is needed.
 - h. The Chief reviewed equipment and vehicle needs as the BAC reviewed the CIP

- i. The Chief feels some numbers in the CIP will need to be updated to current costs
 - j. A new Tanker purchase is scheduled for 2025, with a new Engine scheduled for 2027.
 - k. A new Tanker will cost approximately \$750,000; it does not appear there is adequate funding in the ETF for that purchase price.
 - l. Buildings require upgrades for electrical systems and vehicle exhaust systems, as well as windows and door.
 - m. Discussion regarding professional association memberships was had, including Souhegan Mutual Aid and Kearsarge Mutual Aid.
 - n. There is a large jump in equipment maintenance cost for the Fire Dept; this is due to the need to replace items such as fire hoses.
 - o. There were additional deliberations on staffing hours, budgeting for staff, and personnel policy.
5. The BAC recommendations for the **Ambulance and Fire Department Budgets**.
- a. Adjust the proposed line 150 from \$750 to \$6,750.
 - b. Adjust line 179 for building maintenance and repairs from \$12,000 to \$8,000, and use the ETF for remaining funds required to complete the work needed.
 - c. Better define the intended use of funds from the ETF vs. the budget line item.
6. Meeting adjourned at 8:26 p.m.