



TOWN OF DEERING
Board of Selectmen
762 Deering Center Road
Deering, NH 03244

Meeting Minutes
January 2, 2020

Selectmen present: Allen Belouin, Bill Whisman, Rebecca Mitchell

In attendance: Sharon Simpson, Russell McAllister, Debra Boyll, Doug Connor, Stephen Fogelson, Gale Lalmond, Gary Lalmond

Mr. Belouin called the meeting to order at 7:00pm

MEETING MINUTES:

Mr. Belouin motioned to accept the public and non-public minutes of December 19, 2019, seconded by Mr. Whisman. The motion passed unanimously.

NEW BUSINESS:

2020 Budget: The Selectmen agreed to hold the first 2020 Budget Hearing on February 6th at the Town Hall First Floor at 7:00pm. Selectmen reviewed and discussed the 2020 proposed operating budget, capital reserve and expendable trust funding, warrant articles, preliminary fund balance and tax rate. The budget will be finalized for presentation at the next Selectmen meeting January 16th.

CONTINUED BUSINESS:

Police Chief Recruitment: Mr. Belouin motioned to appoint the following people to the ad-hoc Police Chief Recruitment Advisory Committee: Tom Cavanaugh, Police Captain; Trisha Whisman Police Administrative Assistant; Diane Kendall, Interim Town Administrator; Russell McAllister; Gail Lalmond; and Eric Stauffer. There was discussion about teleconferencing for Mr. McAllister. The motion was seconded by Mr. Whisman and passed unanimously. The Advisory Committee will hold the first meeting on January 9, 2020 at 6:00pm at the Town Hall 2nd floor conference room.

NEW BUSINESS:

Ambulance request for expenditure from Ambulance Revolving Fund: Assistant Chief Doug Connor and Ambulance Captain Debra Boyll requested funding from the Ambulance Revolving Fund to replace the ambulance cardiac monitor and purchase a power stretcher. Ms. Boyll presented 2 quotes for a cardiac monitor, including extended warranties, from Stryker \$40,950.48 and Zoll \$35,521.80 and explained the pros and cons. Ms. Boyll recommends purchasing the device from Zoll. Quotes provided were valid through December 31st. After discussion, Mr. Belouin motioned to accept the preliminary quote from Zoll and authorize the purchase, seconded by Ms. Mitchell and unanimously approved. Ms. Boyll presented 3 quotes for power stretchers: Stryker \$20,644.68; Ferno \$24,423.95; JJ Stretcher, Inc (used stretcher \$20,160. After discussion, Mr. Belouin motioned to accept the quote from Stryker and authorize the purchase, seconded by Ms. Mitchell and unanimously approved.

Other Ambulance Business: Ms. Boyll alerted the Selectmen to potential maintenance on the 2013 Ambulance. An oil leak of unknown cause has persisted since October. Selectmen agreed to increase line item 01.4215.31.630 Ambulance Vehicle Maintenance to \$5,000. Asst. Chief Connor will obtain diagnostic and quote for repair of the ambulance. The Selectmen also discussed funding of Fire and Rescue Department Vehicle Replacement Fund and use of the Ambulance Revolving Fund. The total gross labor budget for per diem ambulance operations is \$90,000 per year, the first \$60,000 is in the general operating budget and remaining \$30,000 to be funded from Ambulance Revolving Fund. The Selectmen discussed continuity of operations while the Fire Chief is out on leave of absence. There was discussion of on-call ambulance wage vs. per diem ambulance wage.

CONTINUED BUSINESS:

Computer Replacement Window 7: Ms. Kendall presented comparison prices on Dell computers in addition to the previously submitted quote to purchase and install from Adel-Xt Computer Company. Connection: Dell Opti-Plex 3070 Micro \$749 and Dell.com Opti-Plex 3070 Micro \$689.07. Given the complexity of the purchase and many option differentials, Ms. Kendall recommended proceeding with the purchase quote from Adel-Xt. Mr. Whisman motioned to accept the Adel-Xt quote and authorize the purchase from the Computer Systems Expendable Trust Fund, seconded by Mr. Belouin and unanimously supported.

Chimney Repair Request for Quote: The Selectmen authorized Ms. Kendall to issue the presented request for quote to repair the chimney on the Town Hall.

Highway Department: The Selectmen offered praise to the town road department for the excellent condition of roads during recent weather events and in consideration of manhour shortage. The Selectmen commented on the Town Hall paving which appears to be damaged in some areas. Ms. Kendall reported that Road Agent Houghton contacted the paving contractors to evaluate the condition and discuss remedy.

TO BE REVIEWED AND/OR SIGNED:

The following manifests and requests were approved by the Selectmen:

• Employee Payroll	Weekly	December 24	\$ 14,460.61
• Employee Payroll	Weekly	December 31	\$ 9,541.17
• Employee Payroll	Weekly	December 31	\$ 517.26
• AP ACH XFER		2019	\$ 383.10

Selectmen discussed Library Trustee request for reimbursement of \$100.00 from budget function 01.4550.60.499 on 2019 voucher #1450 for a Gift Card purchase as Gibson Bookstore. Selectmen agreed to deny the request pending explanation of the expense.

• AP Manifest	Voucher #1450	2019	\$ 19,767.18 - \$100.00 = \$19,667.18
• AP Manifest		2020	\$ 323,263.30

Performance Management:

Mr. Whisman motioned to enter non-public session stating RSA 91-A:3, II(a), seconded by Ms. Mitchell. Roll call vote to enter non-public session Mr. Belouin, aye; Mr. Whisman, aye; Ms. Mitchell, aye. The Selectmen entered non-public session at 9:30. The Selectmen returned to public session at 10:07.

Temp Police Administrator:

Mr. Whisman motioned to enter non-public session stating RSA 91-A:3, II(b) regarding offer of employment to James Pushee. The motion was not seconded. Selectmen discussed the proposal from James Pushee to serve as Temporary Police Department Administrator until a successful recruitment and transition of a replacement Police Chief. The Selectmen confirmed the verbal acceptance of the proposal of part-time employment to assist the Town and Police department in an interim capacity with certain administrative and police matters until the Town has successfully filled the position of Police Chief or until such services are no longer needed. Services are to include but not limited to: administrative duties; budget administration; local/state/federal/PSTC reports. The position will advise the designated person in charge for matters of department management; personnel and performance management and training. The position will consult with Town Administrator and Board of Selectmen as needed. This is a part-time position; \$40.00 per hour for up to 10 hours per week. Mr. Belouin motioned to extend the offer as presented, seconded by Ms. Mitchell and unanimously approved.

There being no further business to come before the Board Mr. Whisman made the motion to adjourn. Mr. Belouin seconded the motion. The vote was unanimous and so moved. The meeting adjourned at 10:30pm.

Respectfully Submitted,
\\s\ Diane Kendall, Interim Town Administrator

FY2020 Budget Worksheet

DEPARTMENT: Office of the Town Clerk

01.4140.12.112 Town Clerk Wages

AMOUNT: \$ 22,750.00

Itemization of line item: This represents approx. 910 hrs yearly at rate of \$25.00/hr which breaks down to 17.50 hrs a week for the Town Clerk.

Please provide a written justification for any variances from the 2019 budget: This increase is based on what voter's approved at 2019 Town Meeting to increase my wages to \$25.00/hr and to increase my hours from 25 to 35 hours a week to make the Town Clerk/Tax Collector position full time with benefits.

01.4140.12.135 Deputy Town Clerk Wages (Dorothy) AMOUNT: \$ 8840.00

Itemization of line item: Based on a pay rate of \$17.00/hr. This amount is a reflection of the Deputy Town Clerk having a work week of 10 hours. (averaging 20 hours total combining the two sides of the Town/Tax office, and with 10 of those weekly being charged to the tax side)

Please provide a written justification for any variances from the 2019 budget: The change is to cover a merit raise and cost of living increase. The wage increase is based on the merit increases from annual reviews. The Deputy pay was budgeted for \$16.00/hr in 2019 this would be a \$1.00/yr pay increase based on her performance reviews. Her responsibilities and work duties will continue to increase as she will continue to pursue her combined Town Clerk/Tax Collector Certification.

01.4140.12.220 Town Clerk-FICA 6.2%

AMOUNT: \$ 1974.00

Itemization of line item: Based on 6.25% of combined Town Clerk office salaries (\$31,590.00)

Please provide a written justification for any variances from the 2019 budget: Increase due to Town Clerk's hrs. and wage increase to become fulltime employee and a small merit increase for Town Clerk Deputy's wages.

01.4140.12.221 Town Clerk-Medicare 1.45

AMOUNT: \$ 442.00

Itemization of line item: Based on 1.4% of combined Town Clerk office salaries (\$31,590.00)

Please provide a written justification for any variances from the 2019 budget: Change due to Town Clerk's increase in hours and wage increase to become fulltime employee and a small merit increase for Town Clerk Deputy's wages.

01.4140.12.210 Town Clerk - Health Insurance

AMOUNT: \$ 4698.00

Itemization of line item: Based on 90/10 % ratio for employee health/dental insurance. (Based on \$10,440 for annual premium cost for a single person plan)

Please provide a written justification for any variances from the 2019 budget: This is a new account for Town Clerk's budget to pay for Employee Health/Dental plan as a full time employee for the Town of Deering.

01.4140.15.230 Town Clerk - Retirement

AMOUNT: \$ 2600.00

Itemization of line item: Town employee retirement plan offered to full time employees.

Please provide a written justification for any variances from the 2019 budget: This is a new account for Town Clerk/Tax Collector as a full time employee for the Town of Deering. up to 6% gross
 $22,750 \times .06 = 1365$

01.4140.15.290 Town Clerk - Life/Disability

AMOUNT: \$ 286.00

Itemization of line item: Town employee Life/Disability plan offered to full time employees.

Please provide a written justification for any variances from the 2019 budget: This is a new account for the Town Clerk/Tax Collector as a full time employee for the Town of Deering.

01.4140.12.610 New Equipment

AMOUNT: \$ 800.00

Itemization of line item: Would like to purchase a 4 drawer lateral cabinet to replace an old upright cabinet to expand my file storage capacity and not impact my room space. Since I cannot split a purchase between the Town Clerk and Tax Collector budget when purchasing items. I have added this cabinet cost to the Town Clerk side as it will likely be used more for housing Town Clerk records. **Please provide a written justification for any variances from the 2019 budget:** Increase from 2019 is due to wanting to purchase a 4 drawer lateral file cabinet, which is more expensive than a push cart that was requested last year.

01.4140.12.620 Equipment Maintenance

AMOUNT: \$400.00

Itemization of line item: We will have to purchase more toner for our Lexmark printers as we continue to advance away from carbon copy forms thus increasing our toner usage with the Lexmark printers. This will include printing Title applications, cash receipts, check validations and Town Only registration. The toner cost was \$298.00 for each cartridge through the State contract with Computer Hut of New England. The State is no longer responsible for the Lexmark printers and has turned the maintenance and replacement to each Town. Without having a State contract to purchase toner the cost may increase in 2020. Also needed is regular toner for our stand alone printers used to print receipts, dog licenses and reports.

Please provide a written justification for any variances from the 2019 budget: Increase due to the cost of Toner for these printers may increase without State contract.

01.4140.12.710 Mileage

AMOUNT: \$600.00

Itemization of line item: Mileage is generated by depositing monies, attending conferences, regional meetings and training sessions. (We carpool whenever possible). Auditing procedures and State Motor Vehicle rules make deposits necessary for each day that we are open.

Please provide a written justification for any variances from the 2019 budget: Increase due to the change in the IRS mileage rate from .545 cents to .58 cents a mile in 2019 and for 2020.

TOTAL Town Clerk Proposed Budget \$51,600.00

FY2020 Budget Worksheet
DEPARTMENT: ELECTIONS

- 01.4140.13.112 Election Official Wages AMOUNT: \$ 4350.00**
Itemization of line item: The moderator is paid \$100.00 per election. (\$10.00/hr for Supervisors of the Checklist. Mandated Sessions, 4 Election and Town Meeting, School Deliberative Session, Training, Tabulation of Election Results, Certification of Nomination Papers, Database Maintenance, Duplicates, 30-day letters, Prep of Annual Report and Annual Budget
Please provide a written justification for any variances from the 2019 budget: Increase in cost due to having only 4 Elections and Town Meeting in 2020.
- 01.4140.13.120 Elections – Ballot Clerk Wages AMOUNT: \$1500.00**
Itemization of line item: This represents 4 election to be held in 2020.
Please provide a written justification for any variances from the 2019 budget: Increase in cost due to having 4 elections in 2020 from only 1 election in 2019.
- 01.4140.13.220 Elections-FICA AMOUNT: \$ 365.00**
Itemization of line item: Based on 6.25% of combined Election Official and Ballot Clerk Wages (\$5,850.00).
Please provide a written justification for any variances from the 2019 budget: Increase in cost due to having 4 elections in 2019 from only 1 election in 2019.
- 01.4140.13.221 Elections-Medicare AMOUNT: \$ 82.00**
Itemization of line item: Based on 1.4% of combined Election Official and Ballot Clerk Wages combined (\$5,850.00)
Please provide a written justification for any variances from the 2019 budget: Increase in cost is due to only having 4 elections in 2020 from only 1 election in 2019.
- 01.4140.13.410 Postage AMOUNT: \$100.00**
Itemization of line item: Postage for mailings to election officials and ballot clerks or to Secretary of State Office and Voter Registration requirements.
Please provide a written justification for any variances from the 2019 budget: Increase due to having overspent this line item in 2019 for mailing 30 day letters.
- 01.4140.13.470 Office Supplies AMOUNT: \$100.00**
Itemization of line item: The office expense is for regular office supplies as needed, envelopes, folders, pencils, markers or election posters etc...
Please provide a written justification for any variances from the 2019 budget: No change.
- 01.4140.13.490 Public Notices AMOUNT: \$ 400.00**
Itemization of line item: This is for any public notices requiring publication. Supervisors of the checklist have approx. 8 notices to be published in 2020.
Please provide a written justification for any variances from the 2019 budget: Change is due to actual cost of \$75.00/per ad to list these ads in both local papers (The Messenger and The Villager) and with increased number of elections this increases the cost. The Supervisors of the Checklist are required by law to post these notifications.
- 01.4140.13.900 Elections – Miscellaneous AMOUNT: \$ 250.00**
Itemization of line item: Used to have town ballots and (any additional questions/ordinances to be voted on) printed for Town Elections and to purchase items to be used in election, posters, voting signs, booths or other necessary items required for town, state and federal elections.
Please provide a written justification for any variances from the 2019 budget: Decrease in due to mostly using this line item for Town Election and Town Meeting only. We only spent approx. \$220 in 2019.

TOTAL Elections Proposed Budget \$7,147.00

2020 Department 4140 Town Clerk 4150 Tax Finance

Budget Proposal

Account Number	Description	Budget 2017	Budget 2018	Budget 2019	Proposed 2020
01.4140.12.112	Town Clerk - Wages	12,870.00	14,625.00	16,250.00	22,750.00
01.4140.12.135	Town Clerk - Deputy Wages	7,540.00	8,060.00	8,580.00	8,840.00
01.4140.12.210	Town Clerk - Health Insurance	-	-	-	4,698.00
01.4140.12.220	Town Clerk - FICA	1,265.42	1,406.47	1,539.46	1,974.00
01.4140.12.221	Town Clerk - Medicare	295.95	328.93	360.04	442.00
01.4140.12.230	Town Clerk - Retirement	-	-	-	2,600.00
01.4140.12.290	Town Clerk - Life/Disability	-	-	-	286.00
01.4140.12.350	Town Clerk - Training & Certif	800.00	900.00	900.00	900.00
01.4140.12.410	Town Clerk - Postage	2,000.00	2,000.00	2,000.00	2,000.00
01.4140.12.420	Town Clerk - Telephone	1,080.00	1,080.00	1,080.00	1,080.00
01.4140.12.450	Town Clerk - Software	4,446.00	4,446.00	3,060.00 ↓	3,205.00 ↑
01.4140.12.470	Town Clerk - Office Supplies	500.00	500.00	500.00	750-90.500
01.4140.12.480	Town Clerk - Dues & Subscriptions	200.00	275.00	275.00	200.00
01.4140.12.490	Town Clerk - Public Notices	75.00	75.00	75.00	75.00
01.4140.12.610	Town Clerk - New Equipment	120.00	250.00	250.00	800-90.250.00
01.4140.12.620	Town Clerk - Equipment Maintenance	350.00	350.00	350.00	400.00
01.4140.12.710	Town Clerk - Mileage	500.00	500.00	500.00	600.00
01.4140.13.112	Elections - Election Official	1,128.00	3,500.00	1,167.00	4,350.00
01.4140.13.120	Elections - Ballot Clerk Wages	350.00	1,050.00	350.00	1,500.00
01.4140.13.220	Elections - FICA	92.00	284.00	94.05	365.00
01.4140.13.221	Elections - Medicare	21.00	64.00	22.00	82.00
01.4140.13.410	Elections - Postage	50.00	50.00	50.00	100.00
01.4140.13.470	Elections - Office Supplies	50.00	100.00	100.00	100.00
01.4140.13.490	Elections - Public Notices	219.00	365.00	146.00	400.00
01.4140.13.900	Elections - Miscellaneous	300.00	400.00	400.00	250.00
FUNCTION: TOWN CLERK - 4140		34,252.37	40,609.40	38,048.55	58,747.00

FY2020 BUDGET WORKSHEET

DEPARTMENT: Office of the Tax Collector

01.4150.15.112 Tax Collector Wages

AMOUNT: \$ 22,750.00

Itemization of line item: This represents approx. 910 hours yearly at rate of \$25.00 /hr. which breaks down to 17.50 hours a week for the Tax Collector.

Please provide a written justification for any variances from the 2019 budget: This increase is based on what voter's approved at 2019 Town Meeting to increase my wages to \$25.00/hr. and to increase my hours from 25 to 35 hours a week to make the Town Clerk/Tax Collector position full time with benefits.

01.4150.15.135 Deputy Tax Collector Wages (Dorothy)

AMOUNT: \$ 8840.00

Itemization of line item: Based on a pay rate of \$17.00/hr. This amount is a reflection of the Deputy Tax Collector having a work week of 10 hours. (The deputy averages 20 hours total combining the two sides of the office, and with 10 of those weekly being charged to the Town Clerk side.)

Please provide a written justification for any variances from the 2019 budget: The change is to cover a merit raise and cost of living increase. The Deputy wages per the 2019 budget is at \$16.00/hr. this would be a \$1.00/yr. pay increase based on the deputy performance review. The position responsibilities and work duties will continue to increase as she continues to pursue her combined Town Clerk/Tax Collector Certification.

01.4150.15.220 Tax Collector – FICA

AMOUNT: \$ 1974.00

Itemization of line item: Based on 6.25% of combined Tax Collector office salaries (\$31,590.00)

Please provide a written justification for any variances from the 2019 budget: Change due to Tax Collector's hrs. and wage increase to become fulltime employee and a small merit increase for Tax office Deputy's wages.

01.4150.15.221 Tax Collector – Medicare

AMOUNT: \$ 442.00

Itemization of line item: Based on 1.4% of combined Tax Collector office salaries (\$31,590.00)

Please provide a written justification for any variances from the 2019 budget: Change due to Tax Collector's hours and wage increase to become fulltime employee and a small merit increase for Tax office Deputy's wages.

01.4150.12.210 Tax Collector – Health Insurance

AMOUNT: \$ 4,698.00

Itemization of line item: Based on 90/10% ratio for employee health/dental insurance. (Based on \$10,440 for annual premium cost for a single person plan)

Please provide a written justification for any variances from the 2019 budget: This is a new account for Tax Collector's budget to pay for Employee Health/Dental plan as a full time employee for the Town of Deering.

01.4150.15.230 Tax Collector – Retirement

AMOUNT: \$ 2600.00

Itemization of line item: Town employee retirement plan offered to full time employees

Please provide a written justification for any variances from the 2019 budget: This is a new account for the Town Clerk/Tax Collector as a full time employee for the Town of Deering.

01.4150.15.290 Tax Collector – Life/Disability

AMOUNT: \$ 286.00

Itemization of line item: Town employee Life/Disability plan offered to full time employees.

Please provide a written justification for any variances from the 2019 budget: This is a new account...need to find out if the Tax Collector qualifies as a full time employee.

01.4150.480 Dues and Subscriptions AMOUNT: \$ 50.00
Itemization of line item: This is for the annual dues for the NH Tax Collectors Association for both Tax Collector and Deputy Tax Collector.
Please provide a written justification for any variances from the 2019 budget: No change.

01.4150.15.490 Tax Collector – Public Notices AMOUNT: \$0
Itemization of line item: No foreseen need to post any publication for tax office.
Please provide a written justification for any variances from the 2019 budget: No change.

01.4150.15.610 Tax Collector - New Equipment AMOUNT: \$ 0
Itemization of line item: Purchase of 4 Drawer lateral cabinet will be used for both Town Clerk/Tax Collector purposes. Have the cost of the cabinet listed on the Town Clerk budget since we cannot split a purchase order between the 2 budgets.
Please provide a written justification for any variances from the 2019 budget: Decrease is due to adding the cost of the file cabinet to the Town Clerk side and not requiring any additional equipment this coming year.

01.4150.15.620 Tax Collector - Equipment Maintenance AMOUNT: \$80.00
Itemization of line item: We will have to purchase more toner for our stand alone printers used to print receipts, tax bills and reports.
Please provide a written justification for any variances from the 2019 budget: No change.

01.4150.15.710 Tax Collector – Mileage AMOUNT: \$600.00
Itemization of line item: Mileage is generated by depositing monies, attending conferences, regional meetings and training sessions. (We carpool whenever possible). Auditing procedures and State Department of Revenue requirements make deposits necessary for each day that we are open.
Please provide a written justification for any variances from the 2019 budget: Increase due to the change in the IRS mileage rate from .545 cents to .58 cents a mile in 2019 and 2020.

TOTAL Tax Collector's Proposed Budget \$53,180.00

2020 Department 4140 Tax Clerk 4150 Tax Finance

Budget Proposal

Account Number	Description	Budget 2017	Budget 2018	Budget 2019	Proposed 2020
01.4150.14.112	Treasurer - Wages	2,500.00	2,500.00	2,500.00	
01.4150.14.220	Treasurer - FICA	155.00	155.00	155.00	
01.4150.14.221	Treasurer - Medicare	36.00	36.00	36.00	
01.4150.15.112	Tax Collector - Wages	12,870.00	14,625.00	16,250.00	22,750.00
01.4150.15.135	Tax Collector - Deputy Wages	7,540.00	8,060.00	8,580.00	8,840.00
01.4150.15.210	Tax Collector - Health Insurance	-	-	-	4,698.00
01.4150.15.220	Tax Collector - FICA	1,265.42	1,406.47	1,539.46	1,974.00
01.4150.15.221	Tax Collector - Medicare	295.95	328.93	360.04	442.00
01.4150.15.230	Tax Collector - Retirement	-	-	-	2,600.00
01.4150.15.290	Tax Collector - Life/Disability	-	-	-	286.00
01.4150.15.310	Tax Collector - Research	1,000.00	1,000.00	1,000.00	1,000.00
01.4150.15.350	Tax Collector - Training & Certification	800.00	900.00	900.00	900.00
01.4150.15.360	Tax Collector - Recording Fees	1,000.00	1,000.00	1,000.00	1,000.00
01.4150.15.410	Tax Collector - Postage	3,000.00	3,000.00	3,000.00	3,500.00
01.4150.15.420	Tax Collector - Telephone	1,080.00	1,080.00	1,080.00	1,080.00
01.4150.15.450	Tax Collector - Software	2,500.00	2,500.00	2,860.00	2,580.00
01.4150.15.470	Tax Collector - Office Supplies	800.00	800.00	800.00	800.00
01.4150.15.480	Tax Collector - Dues & Subscriptions	40.00	50.00	50.00	50.00
01.4150.15.490	Tax Collector - Public Notices	-	-	-	-
01.4150.15.610	Tax Collector - New Equipment	120.00	250.00	250.00	-
01.4150.15.620	Tax Collector - Equipment Maintenance	80.00	80.00	80.00	80.00
01.4150.15.710	Tax Collector - Mileage	500.00	500.00	500.00	600.00
01.4150.16.300	Auditing - Professional Services	13,500.00	13,500.00	\$13,500.00	
01.4150.17.399	Info Tech - Professional Services	3,000.00	3,000.00	\$3,000.00	
01.4150.17.450	Info Tech - Software	7,590.00	10,350.00	\$13,134.00	
FUNCTION: FINANCIAL ADMINISTRATI		59,672.37	65,121.40	70,574.50	53,180.00



POLICE DEPARTMENT

TOWN OF DEERING

762 Deering Center Road

Deering, NH 03244

James H. Pushee, Chief of Police

(603) 464-3600 (dispatch) (603) 464-3127 (office) (603) 464-2677 (fax)

Email: policechief@deering.nh.us or police@deering.nh.us

FY2020 Police Budget Justifications - Narrative

01.4210.30.110 Police - F/T Wages

FY2019 App \$ 130,300

FY2020 Req \$ 133,000.00

Note: This line is the wages for FT Police Employees, including Chief Pushee and Ofc. Bell. The funding amounts were based upon splitting the year in half, with the first 25 weeks at current pay rates, and the second 27 weeks at a 3% pay increase. Additionally, there is \$1000 for Garcia Time (time between 40 hours and 43 hours prior to OT Budget being utilized) and \$1000 for Holiday Pay.

01.4210.30.111 Police - P/T Wages

FY2019 App \$ 54,800

FY2020 Req \$ 55,000.00

Note: This line is the wages for PT Patrol Officers. The funding amount is based upon 2500 Hours, which equates to an average of 40 hours weekly patrol coverage, plus 264 hours of Vacation Time Coverage, plus 40 hours of COMP time coverage, plus 60 hours of FT Officer Training Coverage, plus 60 hours of PT Officer Training. The funding amount is based upon 26 weeks at current rates, and 26 weeks at a rate of 3% increase. Additionally, I have "guestimated" how much a percentage of the available hours each part time officer would work and adjusted for individual pay rates.

Explanation of Increase: This line is a very slight increase, even though we are asking to ADD 3 hours of regular coverage a week. This "lack" of increase is assuming that newly trained Part Time Officer Davy will take more of these shifts, and his pay rate as an inexperienced officer is much lower.

01.4210.30.113 Police - On Call Wages

FY2019 App \$ 6,700

FY2020 Req \$ 6,700.00

Note: No change in this request

01.4120.30.115 Police - Admin Assistant

FY2019 App \$ 6,200

FY2020 Req \$ 10,500.00

Note: This increase accounts for adding 6 hours per week, making the position a five day/3 hours per day work week, for a 50 week year. (from 9 hours weekly to 15 hours weekly). This increase also includes a July 2019 merit raise of 10%, which is WELL DESERVED.

01.4210.30.129 Police - Grant Funded Overtime Wages

FY2019 App \$ 2,500

FY2020 Req \$ 5,000.00

Note: This line used to be funded at almost \$15K annually, but in FY2018/FY2019, our Grant Funds dried up, so in FY2019 it was dropped to \$2500. We are already approved for almost \$4K in Federal

Note: This line covers the entire Fuel Budget for both of our cruisers, which average 45K miles (together) annually. The two Police Interceptor Utility cruisers average 15 mpg during regular patrol use over time, meaning we annually purchase about 3,000 gallons of fuel. Currently with pump prices high, we have transitioned from our Exxon/Mobil cards back to the State of NH Fuel Distribution pumps. This requested amount is based upon an average of \$ 3.00 per gallon. The increase is due to the current pricing of vehicle fuels, which are higher than a year ago.

01.4210.30.410 Police - Postage

FY2019 App \$ 100

FY2020 Req \$ 100.00

Note: This line covers USPS Postage. No change in this request.

01.4210.30.420 Police - Telephone

FY2019 App \$ 3,500.00

FY2020 Req \$ 3,500.00

Note: This line covers the Police Department's portion of the monthly TDS bills, which include office telephone service, fax service, Dispatch Hard-Line phone service, AND internet service. No change in this request.

01.4210.30.430 Police - Mobile Phone

FY2019 App \$ 1750.00

FY2020 Req \$ 1,750.00

Note: This line covers the Police Department's portion of the monthly Verizon Wireless cellular telephone services. Currently the Department has 4 cell phones (Chief Pushee and Ofc. Bell have issued smart phones, while Capt. Cavanaugh has an issues flip phone, and there is an additional flip phone for use by Part Time Officer(s) while on duty. Originally I had a \$500 increase in this line, but then realized "YTD" which appeared low actually included an "encumbered funds" amount. So I think we can level fund this after all.

01.4210.30.445 Police - Uniforms

FY2019 App \$ 1,250

FY2020 Req \$ 1,500.00

Note: This line covers the purchase and replacement of Police Duty Uniforms and Equipment for our police officers (sworn) and civilian assistant(s). We almost always go over in this line items, so I am asking for an extra \$ 250 for the line item.

01.4210.30.450 Police - Software

FY2019 App \$ 700.00

FY2020 Req \$ 700.00

Note: This line covers the annual service fees for our Crimestar Police Records system. No change in this request.

01.4210.30.470 Police - Office Supplies

FY2019 App \$ 1,200.00

FY2020 Req \$ 1,250.00

Note: This line covers all manner of office and daily use supplies, from pens and paper, to batteries and light bulbs. This line shows a slight increase due to regularly going over the approved amount in this particular line item.

01.4210.30.480 Police - Dues & Subscriptions

FY2019 App \$ 500.00

FY2020 Req \$ 550.00

01.4299.30.391 Other Public Safety - Police Dispatch FY2019App \$ 17,000 FY2020 Req. \$ 19,000.00

Note: This line item is for the annual contract with the Hillsboro Police Dispatch Center. This is the Police Department portion, and at current time is only an estimate provided by Chief Roarick, as his budget it not yet set. This appears to be a \$ 2,000 increase over FY2019.

Sub-Note: The DPW will also have a \$ 2,000.00 line item for their portion of Hillsboro Dispatch billing in FY2019.

OTHER: Warrant Article - FY2020 Police Cruiser Purchase

Option 1 - \$49,000 – this is to purchase the new model year Ford PIU (suv), prices for which have gone up, including extended warranty, and upfit costs. All costs relating to purchase and upfitting are MUCH higher than in past years because of significant model year changes.

Option 2 - \$ 40K to \$45K – STILL WAITING ON QUOTES.

This option is to KEEP the 2014 Ford PIU and ADD a Police Package Sedan as a “Chief’s / Admin/ Training” vehicle. It would have somewhat less equipment and less police branding. It would be assigned to the Chief of Police but also be used as needed for Admin Duties, Court Assignments, Training Events, etc.

Police Department

Account Number	Description	Budget 2017	Budget 2018	Budget 2019	Proposed 2020
01.4210.30.110	Police - F/T Wages ✓	123,000.00	127,000.00	130,300.00	133,000.00
01.4210.30.111	Police - P/T Wages ~	44,000.00	50,000.00	54,800.00	55,000.00
01.4210.30.113	Police - On Call Wages ✓	6,000.00	7,000.00	6,700.00	6,700.00
01.4120.30.115	Police - Admin Assistant ✓	-	-	6,200.00	10,500.00
01.4210.30.129	Police - Grant Funded Overtime Wages ✓	18,840.00	13,800.00	2,500.00	5,000.00
01.4210.30.130	Police - Overtime Wages	1,440.00	1,500.00	2,500.00	2,500.00
01.4210.30.131	Police - Detail Wages	2,500.00	2,500.00	3,500.00	5,000.00
01.4210.30.210	Police - Health Insurance	49,173.59	43,446.24	42,083.76	
01.4210.30.220	Police - FICA	2,728.00	3,100.00	4,569.40	
01.4210.30.221	Police - Medicare	638.00	725.00	1,068.65	
01.4210.30.230	Police - Retirement	42,354.21	44,674.74	40,154.84	
01.4210.30.290	Police - Life/Disability Insurance	2,000.00	2,000.00	2,000.00	
01.4210.30.340	Police - Prosecution	18,696.00	19,275.00	19,500.00	19,500.00
01.4210.30.345	Police - Animal Control	500.00	500.00	500.00	500.00
01.4210.30.350	Police - Training & Certification	4,000.00	4,000.00	4,000.00	4,500.00
01.4210.30.402	Police - Vehicle Fuel	8,000.00	8,000.00	8,000.00	9,000.00
01.4210.30.410	Police - Postage	100.00	100.00	100.00	100.00
01.4210.30.420	Police - Telephone	3,500.00	3,500.00	3,500.00	3,500.00
01.4210.30.430	Police - Mobile Phone	1,750.00	1,750.00	1,750.00	1,750.00
01.4210.30.445	Police - Uniforms	1,250.00	1,250.00	1,250.00	1,500.00
01.4210.30.450	Police - Software	700.00	700.00	700.00	700.00
01.4210.30.470	Police - Office Supplies	1,000.00	1,000.00	1,200.00	1,250.00
01.4210.30.480	Police - Dues & Subscriptions	500.00	500.00	500.00	550.00
01.4210.30.493	Police - Youth Programs (Explorers)	1,000.00	1,000.00	1,000.00	1,000.00
01.4210.30.499	Police - Other Supplies	1,000.00	1,000.00	1,000.00	1,000.00
01.4210.30.610	Police - New Equipment	1.00	3,197.00	4,000.00	4,000.00
01.4210.30.620	Police - Equipment Maintenance	1,200.00	1,200.00	1,400.00	1,500.00
01.4210.30.630	Police - Vehicle Maintenance/Repairs	3,200.00	3,200.00	3,200.00	3,500.00
01.4210.30.720	Police - Witness Reimbursement	200.00	200.00	200.00	200.00
	FUNCTION: POLICE - 4210	339,270.80	346,117.98	348,176.65	
01.4299.30.391	Other Public Safety - Police Dispatch	17,000	17,000	17,000	19,000.00
Warrant Article	Other- Warrant Article- Cruiser				49,000.00



Deering Fire & Rescue

TOWN OF DEERING

762 Deering Center Road

Deering, NH 03244

Daniel Gorman, Fire Chief/Emergency Management Director

(603) 529-4303 (office) (603) 831-2844 (cell)

Email: firechief@deering.nh.us

FY2020 Ambulance Budget Justifications - Narrative

01.4215.31.111 Amb -P /T Per Diem Wages FY2019 App \$ 90,000 FY2020 Req \$ 90,000.00

Note: No Change

01.4215.31.113 Amb – On Call Wages FY2019 App ^{13,000} \$ 14,000.00 FY2020 Req \$ 15,000.00

Note: This line is the wages for the On-Call ambulance personnel.

increase 3%

Explanation of Increase: This increase represents a potential wage adjustment for On-Call personnel pending BOS approval, as well as a positive employee performance evaluation.

01.4215.31.220 Amb - FICA FY2019 App \$ 6,386.00 FY2020 Req \$ 7,000.00

Note: This line covers FICA for both Ambulance Per Diem personnel and On-Call personnel.

Explanation of Increase: The increase is due to the anticipated wage adjustments.

increase 31.6%

01.4215.31.221 Medicare Ambulance Medicare FY2019 App \$ 1,493.50 FY2020 Req \$ 1,500.00

Note: This line covers Medicare for both Ambulance Per Diem personnel and On-Call Ambulance personnel.

increase 3%

Explanation of Increase: This slight increase is due to the anticipated wage adjustments.

01.4215.31.215 Ambulance – Life/Disability Insurance FY2019 App \$450.00 FY2020 Req \$ 450.00

Note: This line covers the cost of life and disability insurance to all ambulance person There are no changes to this request.

01.4215.31.350 Ambulance -Training/Certifications FY2019 App \$ 6,500.00 FY2020 Req \$ 6,000.00

Note: This line covers the entire Ambulance training budget.

Explanation of Decrease. Due to changes at the national level. The way that EMT's recertify every two years has changed which slightly decreases the cost to recertify all of our EMS personnel, so we felt safe decreasing this line by \$500.00

01.4215.31.390 Ambulance – Paramedic Intercepts FY2019 App \$ 1,750.00 FY2020 Req \$1,750.00

Note: This line covers anytime our ambulance personnel need a paramedic for treatment of a patient they are transporting who is seriously hurt or sick. Paramedics carry over 40 medications and can provide invasive procedures to a patient that needs it such as needle decompression of the lungs, surgical cricothyrotomy and many other skills.

No Change requested.

01.4215.31.395 Ambulance – Billing FY2019 App \$ 3,000.00 FY2019 Req \$ 3,000.00
Note: This line covers all services provided by our Ambulance Billing Company. There are no changes to this request.

01.4215.31.402 Ambulance- Vehicle fuel FY2019 App \$1,200.00 FY2020 Req \$ 1,200.00
Note: This line covers any costs associated fuel for Ambulance. No change requested *3000*

01.4215.31.420 Ambulance - Telephone FY2018 App \$ 1,100.00 FY2020 Req \$ 1,000.00
Note: This line covers the telephone and fax costs at Murdough Station. *\$1100*

Explanation of Decrease. No anticipated increase in monthly charges, we feel that we can safely decrease this line by \$100.00.

01.4215.31.430 Ambulance – Mobile Phone FY2019 App \$ 1,100.00 FY2020 Req ~~\$1,000.00~~ *\$1100*
Note: This line covers the monthly Verizon Wireless cellular telephone services for the flip phone in the Ambulance.
- data terminal on i-pads \$2500
No increase requested

01.4215.31.445 Ambulance – Uniforms FY2019 App \$ 2,000.00 FY2020 Req \$ 2000.00
Note: This line covers all uniforms for EMS providers including per Diem personnel.
No increase requested

01.4215.31.470 Ambulance – Office Supplies FY2019 App \$ 500.00 FY2020 Req \$ 600.00
Note: This line covers all manner of office and daily use supplies, from pens and paper, to printers and paper.
move to fire
Explanation of Increase: This line shows an increase due to going over the approved amount in this line item. Primarily due to printer supplies.

01.4215.31.499 Ambulance- ~~Other Supplies~~ *EMS Supplies* FY2019 App \$ 3,000.00 FY2020 Req \$ 3,000.00
Note: This line covers all of the EMS supplies needed to be purchased. These are the items that Concord Hospital does not supply us with, such as cervical collars, splints, glucometers and test strips and many more items. We also use the line for the cost of medical grade oxygen.
There is no change requested.

01.4215.31.620 Ambulance- Equipment Maintenance FY2019 App \$ 4,000.00 FY2019 Req \$ 4,000.00
Note: This line covers the all preventive maintenance and service that need to be tested on the cardiac monitor, stretcher, stair chair, Auto-pulse CPR device. There is no increases budgeted.

01.4215.31.630 Ambulance – Vehicle Maintenance FY2019 App \$ 4,000.00 FY2020 Req \$ 3,000.00
Note: This line item covers known regular maintenance type costs for Ambulance 1, including tires, oil changes, filter changes, brake replacements, alignments, inspections, etc.

The decrease is due to the anticipated underutilization of this budget line this year.

FIRE

01.4220.32.111 Fire – Fire Chief Wages FY2019 App \$ 40,000.00 FY2020 Req \$ 40,000.00
Note: This line covers the part-time Fire Chiefs wages. There are no changes to this request.

01.4220.32.610 Fire – On Call Wages FY2019 App \$ 14,500.00 FY2019 Req \$ 17,500.00

Note: This line covers all On Call wages.

Hire Deputy Chief 22.50

Reason for increase – Anticipated wage adjustments to all On Call fire personnel and the potential hiring of an On-Call Deputy Chief of Emergency Management and Fire Prevention position

01.4220.32.114 Fire - Stipends FY2019 App \$ 00.00 FY2020 Req ~~\$ 00.00~~

Note: This line is not used.

01.4220.32.220 Fire - FICA FY2019 App \$ 3,379.00 FY2020 Req \$ 3,500.00

Note: This line covers FICA for both the Fire Chief and On-Call personnel wages. There is a slight increase due to anticipated wage adjustment.

01.4220.32.221 Fire - Medicare FY2019 App \$ 790.00 FY2019 Req \$ 850.00

Note: This line cover Medicare for Fire Chief and On Call wages Per Diem personnel and On-Call personnel. There is an increase due to anticipated wage adjustments

01.4220.32.350 Fire – Training and Certifications FY2019 App \$ 6,500.00 FY2020 Req \$ 6,500.00

Note: This line covers the entire fire training budget. This would include training costs, new or replacement training equipment, and fees charged by outside training companies, seminars, as well as costs involved with any out-of-town/out-of-state training we might attend (to include lodging, meals, etc.). There are no changes to this request.

01.4220.32.385 Fire – Forestry FY2019 App \$ 2,000.00 FY2020 Req \$ 1,000.00

Note: This line covers any and all forestry tools, equipment and work wear clothing needed for wildland firefighting.

Explanation of Decrease: The 2019 Forestry budget line was increased to supplement a reimbursement grant for a floating water pump. The 2020 budget line reflects the decrease back to the 2018 budget line.

01.4220.32.401 Fire – Heating Fuel FY2019 App \$ 5,500.00 FY2020 Req ~~\$ 5,000.00~~ 6000

Note: This line covers all costs associated with heating of all three Fire Stations.

01.4220.32.402 Fire - Vehicle fuel FY2019 App \$ 2,500.00 FY2020 Req \$ 3,000.00 ✓

Note: This line covers any costs associated with fuel for all fire apparatus, Car 1 and Boat 1.

Explanation of Increase: There was an increase in fuel consumption due to increased responses of all fire apparatus, as well as an increase in diesel fuel prices. It is anticipated that we will reach the cap and possibly exceed this line this year.

01.4220.32.405 Fire - Electricity FY2019 App \$ 5,000.00 FY2020 Req \$ 5,000.00

Note: This line covers all electricity costs for all three Fire Stations. There are no changes to this request.

01.4220.32.420 Fire – Telephone FY2019 App \$ 2,000.00 FY2019 Req ~~\$ 2,000.00~~

Note: This line covers the telephone lines at the Donovan and McAllister Station. There are no changes to this request.

01.4220.32.430 Fire – Mobile Phone FY2019 App \$ 2,000.00 FY2020 Req \$ 2,800.00

Note: This line covers the monthly Verizon Wireless cellular telephone services for the Fire Chiefs cell phone.

Explanation of Increase: The increase is in anticipation of future mobile Data Terminals (MDTs) in Engine 1, Engine 2, and Car 1. This increase would cover the cost associated with the addition of a cellular data plan or hot spot function to the plan. These MDTs would allow personnel to have internet capabilities while responding to an emergency call. This technology, as recommended in the *MRI Report* recommendation 8.6, will allow fire personnel to lookup preplans, run cards to determine which apparatus are responding and from what town they're coming from. It will give us a view of the building and nearest water sources through the mapping features. It will also provide real time weather data and hazardous material data. It can also be used with the GIS system.

01.4220.32.470 Fire – Office Supplies FY2019 App \$ 500.00 FY2020 Req \$ 600.00 *1100*

Note: This line covers all manner of office and daily use supplies, from pens and paper, to printers and paper at each of the three stations. There is a small increase due to increased cost of printer ink.

01.4220.32.480 Fire - Dues and Subscriptions FY2019 App \$ 1,500.00 FY2020 Req \$ 1,500.00

Note: This line covers all of our programs such as I AM RESPONDING and WHEN TO WORK that are used for communications and scheduling, but also for membership fees to organizations such as National Fire Protection Association (NFPA), National Volunteer Fire Council, and NH Association of Fire Chiefs. There is no increases requested

493 Community Programs
01.4220.32.499 Fire- Youth Programs FY2019 App \$ 1,200.00 FY2020 Req \$ 1,200.00

Note: This line covers all of the fire prevention supplies needed to be purchased. There is no increases requested

01.4220.32.610 Fire – New Equipment FY2019 App \$ 8,300.00 FY2020 Req \$ 9,500.00

Note: This line covers the any new equipment purchases for fire equipment.

Explanation of Increase: Additional equipment needed for the new Fire Engine arriving in mid-2020, such as fire hose, flashlights and portable radios.

01.4220.32.620 Fire- Equipment Maintenance FY2019 App \$ 8,000.00 FY2020 Req \$ 8,000.00

Note: This line covers the all preventive maintenance and annual testing requirements per NFPA. This includes hose testing, fire pump testing, ladder testing, self-contained breathing apparatus (SCBA) testing, SCBA mask fit testing and the SCBA tank refill station. There is no change in this line item request.

01.4220.32.630 Fire – Vehicle Maintenance FY2019 App \$ 6,000.00 FY2020 Req \$ 5,000.00

Note: This line item covers known regular maintenance type costs for Engine 1, Engine 2, Engine 3, Tanker 1, Forestry 1 and Car 1, including tires, oil changes, filter changes, brake replacements, alignments, inspections, etc. We do not anticipate this line reaching 70% of the total amount allotted. I feel comfortable decreasing this line by ~~\$2,000.00~~ *\$1,000*

01.4220.32.655 Fire – Building Maintenance & Repairs FY2019 App \$ 5,000.00 FY2020 Req \$ 5,000.00

Note: This line item covers any maintenance type costs for the three stations. There is no change in this line item request. *8000*

01.4299.32.391 Other Public Safety – Fire Dispatch FY2019 App \$ 18,000.00 FY2020 Req \$ 18,000.00

Note: This covers the cost of dispatch fees from Concord fire Alarm. No Increases requested.

01.4290.34.399 Emergency Management FY2019 App \$ 1.00 FY2020 \$5,000.00

For barricades, signs, and Emergency Management training *CONES*
Barricade

Warrant Article–Replacement of our manual ambulance stretcher and a new cardiac monitor FY2019 \$43,000.00

Ambulance Revolving Fund.

Account Number	Description	Budget 2018	Budget 2019	2020 Proposed	Change
01.4215.31.111	Ambulance - P/T Per Diem Wages	\$ 45,000.00	\$ 90,000.00	\$ 90,000.00	0%
01.4215.31.113	Ambulance - On Call Wages	\$ 14,000.00	\$ 13,000.00	\$ 15,000.00	15%
01.4215.31.220	Ambulance - FICA	\$ 3,658.00	\$ 6,386.00	\$ 7,000.00	10%
01.4215.31.221	Ambulance - Medicare	\$ 855.50	\$ 1,493.50	\$ 1,500.00	0%
01.4215.31.290	Ambulance - Life/Disability Insurance	\$ 450.00	\$ 450.00	\$ 450.00	0%
01.4215.31.350	Ambulance - Training & Certification	\$ 6,500.00	\$ 6,500.00	\$ 6,000.00	-8%
01.4215.31.390	Ambulance - Paramedic Intercepts	\$ 1,500.00	\$ 1,750.00	\$ 1,750.00	0%
01.4215.31.395	Ambulance - Billing	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	0%
01.4215.31.402	Ambulance - Vehicle Fuel	\$ 1,000.00	\$ 1,200.00	\$ 1,200.00	0%
01.4215.31.420	Ambulance - Telephone	\$ 800.00	\$ 1,100.00	\$ 1,000.00	-9%
01.4215.31.430	Ambulance - Mobile Phone	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	0%
01.4215.31.445	Ambulance - Uniforms	\$ 1,500.00	\$ 2,000.00	\$ 2,000.00	0%
01.4215.31.470	Ambulance - Office Supplies	\$ 400.00	\$ 500.00	\$ 600.00	20%
01.4215.31.499	Ambulance - Other Supplies	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	0%
01.4215.31.620	Ambulance - Equipment Maintenance	\$ 4,200.00	\$ 4,000.00	\$ 4,000.00	0%
01.4215.31.630	Ambulance - Vehicle Maintenance	\$ 3,000.00	\$ 4,000.00	\$ 3,000.00	-25%
FUNCTION: AMBULANCE - 4215		\$ 89,963.50	\$ 139,479.50	\$ 140,600.00	1%
01.4220.32.111	Fire - Fire Chiefs Wages	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	0%
01.4220.32.113	Fire - On Call Wages	\$ 14,500.00	\$ 14,500.00	\$ 17,500.00	21%
01.4220.32.114	Fire - Stipends	\$ -	\$ -	\$ -	
01.4220.32.220	Fire - FICA	\$ 3,379.00	\$ 3,379.00	\$ 3,500.00	4%
01.4220.32.221	Fire - Medicare	\$ 790.25	\$ 790.25	\$ 850.00	8%
01.4220.32.290	Fire - Life/Disability Insurance	\$ 450.00	\$ 450.00	\$ 450.00	0%
01.4220.32.350	Fire - Training & Certification	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	0%
01.4220.32.385	Fire - Forestry	\$ 1,000.00	\$ 2,000.00	\$ 1,000.00	-50%
01.4220.32.401	Fire - Heating Fuel	\$ 5,500.00	\$ 5,500.00	\$ 5,000.00	-9%
01.4220.32.402	Fire - Vehicle Fuel	\$ 2,000.00	\$ 2,500.00	\$ 3,000.00	20%
01.4220.32.405	Fire - Electricity	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	0%
01.4220.32.420	Fire - Telephone	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	0%
01.4220.32.430	Fire - Mobile Phone	\$ 1,000.00	\$ 2,000.00	\$ 2,800.00	40%
01.4220.32.470	Fire - Office Supplies	\$ 500.00	\$ 500.00	\$ 600.00	20%
01.4220.32.480	Fire - Dues & Subscriptions	\$ 1,200.00	\$ 1,500.00	\$ 1,500.00	0%
01.4220.32.493	Fire - Youth / Programs	\$ 1,000.00	\$ 1,200.00	\$ 1,200.00	0%
01.4220.32.610	Fire - New Equipment	\$ 8,300.00	\$ 8,300.00	\$ 9,500.00	14%
01.4220.32.620	Fire - Equipment Maintenance	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	0%
01.4220.32.630	Fire - Vehicle Maintenance/Repairs	\$ 8,000.00	\$ 6,000.00	\$ 5,000.00	-17%
01.4220.32.655	Fire - Building Maintenance & Repairs	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	0%
FUNCTION: FIRE - 4220		\$ 114,119.25	\$ 115,119.25	\$ 118,400.00	3%
Total		\$ 204,082.75	\$ 254,598.75	\$ 259,000.00	2%
01.4299.32.391	Other Public Safety - Fire Dispatch	\$ 17,718.00	\$ 18,000.00	\$ 18,000.00	0%
Warrant Article-Power Cot and Cardiac Monitor Replacement			\$	\$ 43,000.00	
CIP - Replacement of 18 Self Contained Breathing Apparatus					

2020 Deering Fire & Rescue CIP

		cost per pack	Total	
Self contained breathing apparatus (SCBA)	18	\$9,255	\$166,590	
SCBA Bottles (2 per SCBA)	36	\$1,451	\$52,236	
SCBA Masks	18	\$385	\$6,930	
			\$225,756	Total Cost
<hr/>				
Hydraulic Rescue Tools	Need replacement 2022		\$50,000	
SCBA Refill Station	Needs replacement in 2025		\$100,000	
Cardiac Monitor	Overdue for replacement		\$35,000	

- Warrant Article -

- Special Revenue - Fund.

ARTICLE 13: (To Add funds to Previously Established Trust Funds)

To see if the Town will vote to raise and appropriate the sum of SEVENTY-TWO THOUSAND DOLLARS (\$72,000) to be added to previously established Trust Funds: Recommended by the Board of Selectmen and the Budget Advisory Committee.

Grants Reimbursable Fund	\$	3,000
Exotic Weed Control Fund	\$	4,500
Computer Trust Fund	\$	5,000
Government Building Improvement Fund	\$	5,000
Fire Department Vehicle Fund	\$	30,000
Highway Department Vehicle Fund	\$	10,000
Fire Department Wet/Dry Hydrant Fund	\$	4,500
Fire Department Turnout Gear Fund	\$	10,000

**ARTICLE 14 : (To Provide Funds for the Lease-Purchase of Self-Contained Breathing Apparatus and Breathing Recharging System for the Fire/Rescue Department)**

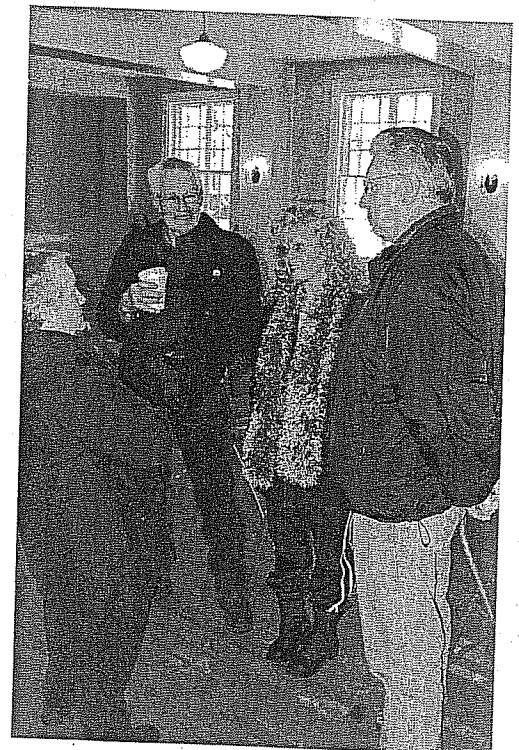
To see if the Town will vote to authorize the selectmen to enter into a two year lease-purchase agreement for ONE HUNDRED SIX THOUSAND, ONE HUNDRED AND NINETY-TWO DOLLARS (\$106,192) for the purpose of leasing a Self-Contained Breathing Apparatus & Compression Cascade System for the Fire/Rescue Department and to raise and appropriate the sum of FIFTY-THREE THOUSAND NINETY-SIX DOLLARS (\$53,096) for the first year's payment. This lease contains an escape clause. Recommended by the Board of Selectmen, the Budget Advisory Committee, and the Fire/Rescue Department.

ARTICLE 15 : (To Provide Funds to Lease-Purchase a Class A Fire Pumper/Engine)

To see if the Town will vote to authorize the selectmen to enter into a four year lease-purchase agreement for TWO HUNDRED FIFTY-SIX THOUSAND, THREE HUNDRED AND EIGHTEEN DOLLARS (\$256,318) for the purpose of leasing a Class A Fire Pumper/Engine for the Fire/Rescue Department and to raise and appropriate the sum of SIXTY-FOUR THOUSAND EIGHTY DOLLARS (\$64,080) for the first year's payment. This lease agreement contains an escape clause. Recommended by the Board of Selectmen, the Budget Advisory Committee, and the Fire/Rescue Department.

ARTICLE 16 : (To Establish a Special Revenue Fund for the Ambulance Service)

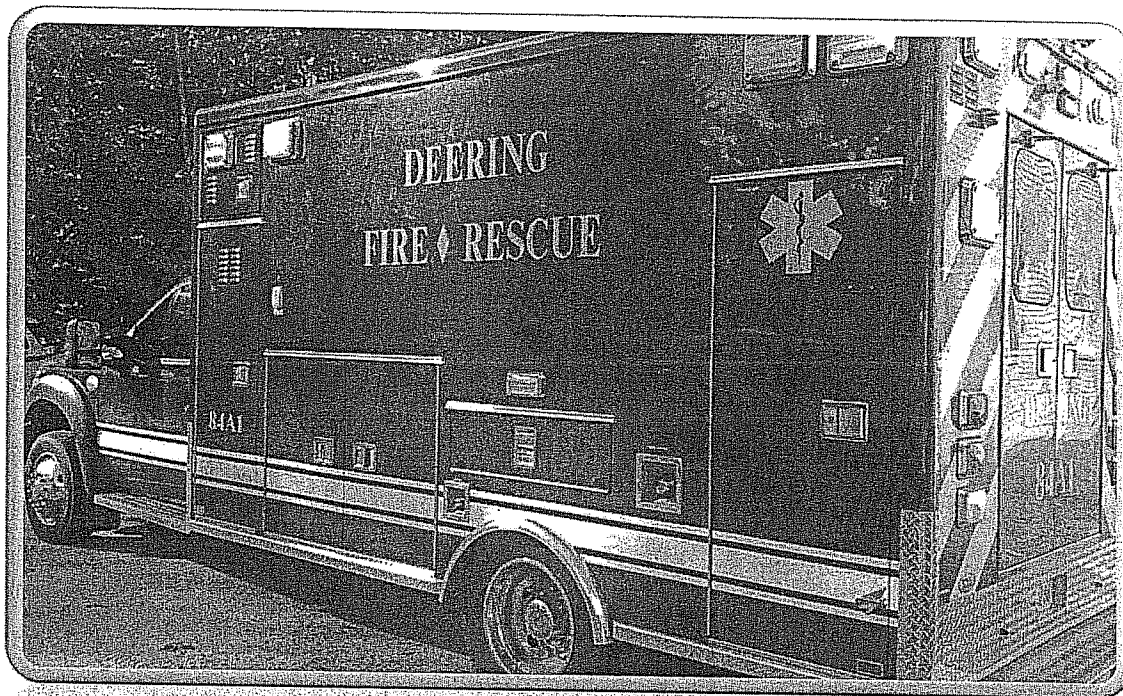
To see if the Town will adopt the provisions of RSA 31:95-h to restrict 100% of the revenues from the Town of Deering Ambulance Service to expenditures for the purpose of ambulance replacement, repair and operations, and, when needed, replacement and repair of ambulance equipment. Such revenue and expenditures shall be accounted for in a Special Revenue Fund to be known as the Ambulance Replacement and Equipment Fund, separate from the General Fund. Any surplus in said fund shall not be deemed part of the General Fund accumulated surplus, and to name the Board of Selectmen as agents to expend. . Recommended by the Board of Selectmen, the Budget Advisory Committee, and the Fire/Rescue Department.

**ARTICLE 17 : (Petitioned Warrant Article to Fund Fire/Rescue Boat)**

To see if the Town will vote to raise and appropriate the sum of THIRTY THOUSAND DOLLARS (\$30,000.00) for the purchase of a boat, trailer and associated equipment for the use of the Fire Department , Rescue Squad and Police Department to provide fire, rescue and safety service of Town lakes, ponds and streams. Submitted by Petition.

Deering Fire / Rescue

Capital Improvement Proposal



Stryker Power Stretcher

Deering Rescue is responding to more emergency medical services (EMS) calls every year. Many times, when responding to an emergency, there are only two EMT's on the call. Currently, when we have to carry a patient out of a house, sometimes on the second floor, Our EMT's are at much greater risks of injury. Back issues are the biggest cause of workplace loss of time. Patients, are getting bigger, heavier, increasing the chance of a devastating injury to one of our first responders.

Deering is one of the last remaining Departments in the state that uses a manual cot. To reduce that risk of injury, we would like to ask for a refurbished power cot. A brand-new stretcher would cost the town close to \$20,000. We were able to look at different options and can get a refurbished power cot. All moving parts, the motor is all replaced and basically we have a new stretcher for half the price. is reaching a point of desperation for a new stretcher that will accommodate our patients without risk to further injury and help prevent the potential for costly worker's compensation claims.

The current stretcher weighs approximately 100 pounds by itself, then add a 300-pound patient, and it quickly becomes a 400-pound lift effort with only two people; not including the energy spent getting the patient onto the stretcher if they are unconscious. It is extremely difficult to hold up the stretcher and lift the legs of stretcher at the same time while loading the patient into the ambulance. Most emergency calls are attended by two EMTs, and no more.

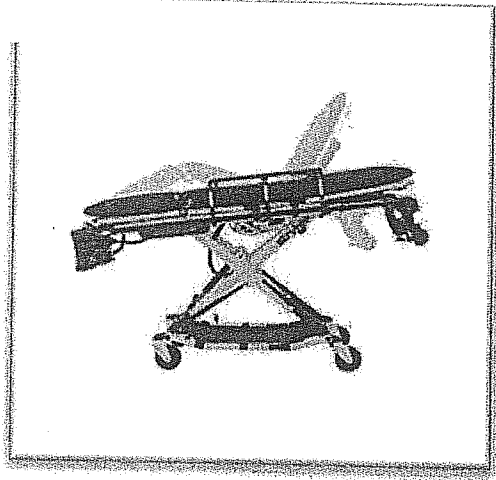
Winter is extremely dangerous due to lifting people during ice and snow conditions. Without secure footing, the potential for back injuries escalates dramatically, heightens the patient's risk of further injury if the EMT cannot establish footing, or cannot hold the weight imposed upon them. Manual lifting can quickly injure an EMT causing permanent bodily harm, and the end of an important career. Moving forward with a replacement Stryker Power Stretcher is a good decision considering human injury, potential patient risk if the EMT gives out during a patient lift, and high dollar workers' compensation fees.

According to a story in Science News, "Moving from manual to powered stretchers could reduce the number of injuries to paramedics by 78 per cent, a University of Waterloo study has found. Steven Fischer, assistant professor of kinesiology. "We estimate that a paramedic is lifting more than 1,700 pounds per shift on average, approximately the same weight as moving all of the furniture in a one-bedroom apartment."

<https://www.fireapparatusmagazine.com/2013/01/01/reducing-spinal-load-injuries-for-emts/#qref>

An article written by a collaboration of authors for EMS1.com reported that "the Occupational Outlook Handbook is projecting that the demand for EMTs and paramedics will increase 24 percent from 2014-2024".

<https://www.ems1.com/paramedic-chief/articles/5-causes-of-high-injury-rate-in-ems-providers-16dHrLcjldehcXZe>



Stryker Power Pro XT 700 LBS
Capacity Electric Ambulance Cot



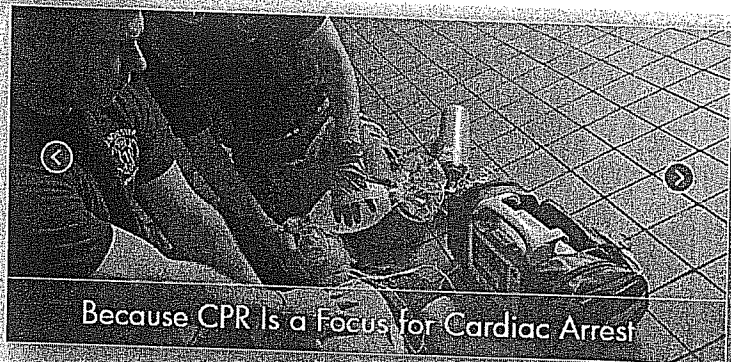
Series® Manual Monitor/Defibrillator

Deering Rescue is experiencing mechanical failure on our heart monitor (defibrillator). The current monitor is 10 years old. The O2 Pulse Oxygen sensor measures a patients' pulse and O2 (oxygen) levels in the body. This function has been failing without notice on a frequent basis, during patient care. The supplies for airway monitoring are very expensive in the current monitor because it has a secondhand adapter in place. They are difficult to use during an emergent situation.

Most concerning is that the monitor will be required to adapt to pediatric patients in the event of a cardiac arrest per specific required standards within the next few years; our monitor does not have this capability. The proposed cardiac arrest management AED mode on the new unit is much easier to use and more efficient for quickly obtaining vitals; therefore, a higher level of patient care and hospital reporting. An updated monitor is an essential piece of equipment that will keep the Town of Deering compliant with EMS standards.

X Series® Manual Monitor/Defibrillator

X Series for EMS





TOWN OF DEERING

Highway Department

762 Deering Center Road

Deering, NH 03244

2020 Budget Narrative

01.4311.40.110 Highway Admin - F/T Wages

The fulltime wage line has increased by **\$19,439.94** from last year to **\$255,944.06**. This was figured by calculating everyone's current wages for 26 weeks and allowing for a potential pay raise of up to \$.50 per hour next year resulting in higher wages for the next 26 weeks. The raises would depend on everyone's evaluations next year. We are still without a mechanic. The mechanic line goes unchanged. We have looked at the hourly pay of area towns that are around the same size to get ours up to where theirs are. The calculations are as follows.

Road Agent- Weeks 1-25 - \$30.40/hour x 40 hours/week=\$1216.15x26 weeks=\$31,620.06
2% Raise Weeks 26-52-\$31.00/hour x40 hours/week=\$1240.00x26 weeks=\$32,240.00

Foreman- Weeks 1-25 - \$23.00/hour x 40 hours/week=\$920x26 weeks= \$23,920.00
\$.50/Hour Raise Weeks 26-52- \$23.50/hour x 40 hours/week = \$940x26 weeks= \$24,440.00

Mechanic- Weeks 1-25-\$22.35/hour x 40 hours/week=\$894x26 weeks=\$23,244.00
\$.50/Hour Raise Weeks 26-52-\$22.85/hour x 40 hours/week=\$914x26 weeks=\$23,760.00

Operator- Weeks 1-25 - \$24.50/hour x 40 hours/week=\$980x26 weeks=\$25,480.00
\$.50/Hour Raise Weeks 26-52 - \$25.00/hour x40 hours/week=\$1,000x26 weeks=\$26,000.00

Operator- Weeks 1-25 - \$21.50/hour x 40 hours/week=\$860x26 weeks=\$22,360.00
\$.50/Hour Raise Weeks 26-52 - \$22.00/hour x 40 hours/week=\$880x26 weeks=\$22,880.00

Total= \$255,944.06

01.4311.40.111 Highway Admin - P/T Wages

The part time wage line will stay the same as last year at **\$7,500**. We use the part timers in the summer when the full time employees are on vacation. By doing this we can keep projects moving along. Using part time help in the winter we not only get the roads cleared more quickly but we also save on overtime. Our prior equipment operator working 30 hours a week comes out of this line which made our budget lines out of balance but will come back in check this year with our fulltime guy.

01.4311.40.130 Highway Admin - Overtime Wages

The overtime line has stayed the same as last year at **\$25,000**. The severity, length and timing of storms effect this line and we have no control over that. We had a milder short winter last year and I would not want to cut ourselves short on a regular or hard winter. There is no real way to figure this line out, we are in New England.

01.4311.40.350 Highway Admin – Training & Certification

There is \$800 budgeted for training, hopefully we will be able to increase this number in the future. Training is important in the development and safety of the crew. There are not any certifications that are mandatory, but continuing education is very important.

01.4311.40.351 Highway Admin - Drug Testing/Background Check

There is \$1,000 budgeted for this line. This line stayed the same. The Highway Department gets 4 random alcohol tests and 4 random drug tests done a year. The alcohol tests cost \$66 each and Drug tests cost \$107 (\$105 prior years) each totaling \$692. The remaining money is in case we have pre-employment test/background check or something unexpected happens where we have to send someone in.

01.4311.40.401 Highway Admin - Heating Fuel

There is \$10,000 budgeted for this line. This line will stay the same. We are paying \$1.49 per gallon for propane. We are able to keep the same pricing as the last three years. Not knowing exactly what the weather will be each year, \$10,000 will give us a little breathing room if we have a cold winter. In the past we use between 4500 and 5500 gallons per year depending on temperature. Replacing our windows and keeping after maintenance at our shop hopefully will keep this line down.

01.4311.40.405 Highway Admin - Electricity

There is \$3,000 budgeted for this line. This line will stay the same. Past history shows that this line has only went over \$3000 once. We have had all our lighting swapped over to LED's and will go one complete year before we revisit changes.

01.4311.40.420 Highway Admin - Telephone

There is \$320 budgeted for this line. This monthly expense is about \$25.71. This line has not changed

01.4311.40.430 Highway Admin - Mobile Phone

There is \$800 budgeted for the Cell Phone. It looks to be on track again for this amount this year. This line has stayed the same.

01.4311.40.445 Highway Admin - Uniforms

The uniform line is still at \$6,000. The yearly 7% increase by the uniform company makes it approximately \$4000 for the year. The yearly \$250 boot allowance for each employee comes from this line. I also budgeted \$75 per employee to buy them a retro reflective winter coat. We are under budget here but with being down two full time guys, we hope to fill the positions and be right on track.

01.4311.40.470 Highway Admin - Office Supplies

There is \$300 budgeted for this line. It is not much but does cover when we need some supplies.

01.4311.40.490 Highway Admin - Public Notices

There is \$800 budgeted for this line. This line stayed the same. With putting out local bids for crush gravel, mowing, road work/ reconstruction and spring road load weight limit restrictions, it didn't leave much if you needed to put in a help wanted add. Local papers are \$45 but when you need to put one in a larger paper, it is \$260.00.

01.4311.40.655 Highway Admin - Building Maintenance & Repair

There is \$17,500 budgeted for building maintenance & repairs. This line has added \$12,000.00 for new garage doors that will be more energy efficient. The doors now have been repaired so many times over the years. The openers are all a couple years old and are not included in this price. There is an endless amount of repairing that could be done on our building.

01.4311.40.710 Highway Admin - Mileage

We don't do a lot that requires us to use our own vehicles. If something should come up \$250 will be enough to cover some mileage.

01.4312.40.381 Highway Maintenance - Crack Sealing

There is \$7,200 budgeted for this line. Crack sealing is a preventative maintenance that should be done on roads that are in good condition to keep the water from getting under the pavement. In years past we hired the contractor for 2 days and they seemed to get all the roads that needed sealing done. We want to keep this line the same but are looking into other methods.

chip seal / Road Recons!

01.4312.40.382 Highway Maintenance - Roadside Mowing

There is \$9,000 budgeted for road side mowing This line will remain the same. This company has been doing the job that everyone likes.

01.4312.40.383 Highway Maintenance - Tree Removal

I left this line the same. Being it is New Hampshire and we have lots of trees there is an endless amount of tree work that could be done but \$3,500 should be enough to keep up with the hazardous and nusense trees.

01.4312.40.384 Highway Maintenance - Gravel Crushing

There is \$30,000 budgeted for this line. The purpose for this money is to crush or buy crush gravel for our dirt roads. Every gravel road we have needs crush gravel on it. By putting good gravel on them makes them easier to maintain. The dirt roads deserve as much attention and care as the paved roads. This year we had to add a lot of stone in our gravel roads due to the amount of mud we had during "mud" season. The funds for that came from this line.

- 20 loads Pay

01.4312.40.399 Highway Maintenance - Other Professional Service

There is \$5,600 budgeted for this line. This line stayed the same. We use this line for having our catch basins cleaned out.

Vac Truck to do catch Basin Clean

01.4312.40.402 Highway Maintenance - Vehicle Fuel

There is \$55,000 budgeted for fuel. This line has stayed the same for a few years. We are on track to come in under budget again for this line. This line is event driven and with a mild winter last year our usage was down.

01.4312.40.481 Highway Maintenance - Culverts

This line has \$3,000 budgeted for it. It was raised \$1000. We will always have culverts to replace as the old ones installed years ago start to fail. We have had a few left over from road projects over the years and now we have used them up.

01.4312.40.482 Highway Maintenance - Salt

There is \$59,000 budgeted for salt. We have been buying salt from only vendors that honor State bid prices the last three years and saves the town money. Looks like we will be coming in below budget this year. This is event driven and we had a mild winter last year. You never know what winters in New Hampshire will bring

01.4312.40.483 Highway Maintenance - Cold Patch

There is \$2,500 budgeted for cold patch. This line has stayed the same. Usually water getting in under the pavement creates pot holes. We went over this line this year but I think it will be fine for 2020 as Cross Road has been reconstructed and Cross Road used a lot of patch this past year before reconstruction.

\$110/ton High performance lasts longer.

01.4312.40.484 Highway Maintenance - Dust Control

There is \$11,000 budgeted for dust control. This line stayed the same. We usually put out twenty to twenty-two one ton bags out in a year. The \$11,000 will buy twenty-two bags.

\$500 per ton

22 tons per year Calcium Chloride helps keep road together

01.4312.40.485 Highway Maintenance - Sand

There is \$9,000 budgeted for winter sand. This line has stayed the same. We screen our own sand at it proves to be a savings over purchasing it elsewhere. This line is used for rental of screener and equipment.

Screener & loader.

01.4312.40.499 Highway Maintenance - Other Supplies

There is \$20,500 budgeted for this line. This line was not increased. It is on track to be mostly spent for 2019 and previous year's show similar numbers. Everything that doesn't fall under building maintenance, equipment maintenance and vehicle maintenance falls under this line. Things such as shop supplies, oil's and lubricants, tire chains, cutting edges for the plows, PPE, signs, and countless other items.

Signs & Cutting Edges separate lines.

01.4312.40.610 Highway Maintenance - New Equipment

There is 6,000 budgeted for new equipment. This line has not increased. This is for small equipment like pumps, plows, shop equipment and tools needed.

Tools Equipment

01.4312.40.620 Highway Maintenance - Equipment Maintenance

There is \$16,000 budgeted for equipment maintenance. This line covers just the equipment repairs. I think this line will be fine for next year.

loader, back hoe, grader

New

01.4312.40.630 Highway Maintenance - Vehicle Maint/Repair

There is ~~\$31,500~~ budgeted for this line. We added \$50,000.00 last year to cover the motor replacement on T4. This line covers just the vehicle repairs. We are over budget on this line now due to repairs needed on T3 (paystar). *45,500 for Motor Replacements.*

01.4316.40.405 Street Lighting - Electricity

There is \$3,500 budgeted for street lighting. The average bill is \$300 per month. There are 18 street lights in town. The town is billed by burn hours. Burn hours are what the electric company calculates to be the number of hours of darkness per night. They are responsible for repairs but we are responsible for reporting any needed repairs.

01.4299.40.391 Other Public Safety - Highway Dispatch

There is a flat rate of \$2,000 per year for our dispatch service. I have talked with the Hillsboro Dispatch and this fee will be the same.

Account Number	Description	Budget 2017	Budget 2018	Budget 2019	Proposed 2020
01.4311.40.110	Highway Admin - F/T Wages	223,600.00	231,377.12	236,504.12	255,944.06
01.4311.40.111	Highway Admin - P/T Wages	7,500.00	7,500.00	7,500.00	7,500.00
01.4311.40.130	Highway Admin - Overtime Wages	25,000.00	25,000.00	25,000.00	25,000.00
01.4311.40.210	Highway Admin - Health Insurance	110,185.00	93,363.18	89,950.94	
01.4311.40.220	Highway Admin - FICA	15,878.20	16,360.38	16,678.26	
01.4311.40.221	Highway Admin - Medicare	3,713.45	3,826.22	3,900.56	
01.4311.40.230	Highway Admin - Retirement	12,700.00	12,700.00	12,700.00	
01.4311.40.290	Highway Admin - Life/Disability	3,000.00	2,691.55	3,000.00	
01.4311.40.350	Highway Admin - Training & Certification	800.00	800.00	800.00	800
01.4311.40.351	Highway Admin - Drug Testing	1,000.00	1,000.00	1,000.00	1000
01.4311.40.401	Highway Admin - Heating Fuel	10,000.00	10,000.00	10,000.00	10,000.00
01.4311.40.405	Highway Admin - Electricity	3,000.00	3,000.00	3,000.00	3000
01.4311.40.420	Highway Admin - Telephone	320.00	320.00	320.00	320
01.4311.40.430	Highway Admin - Mobile Phone	800.00	800.00	800.00	800
01.4311.40.445	Highway Admin - Uniforms	5,625.00	6,000.00	6,000.00	6,000
01.4311.40.470	Highway Admin - Office Supplies	300.00	300.00	300.00	300
01.4311.40.490	Highway Admin - Public Notices	800.00	800.00	800.00	800
01.4311.40.655	Highway Admin - Building Maintenance	5,500.00	5,500.00	5,500.00	17,500
01.4311.40.710	Highway Admin - Mileage	250.00	250.00	250.00	250
	FUNCTION: HIGHWAY AND STREETS ADMINISTRATION -	429,971.65	421,588.45	424,003.88	
01.4312.40.381	Highway Maint - Crack Sealing	7,200.00	7,200.00	7,200.00	7,200
01.4312.40.382	Highway Maint - Roadside Mowing	8,375.00	8,375.00	9,000.00	9,000
01.4312.40.383	Highway Maint - Tree Removal	3,500.00	3,500.00	3,500.00	3,500
01.4312.40.384	Highway Maint - Gravel Crushing	30,000.00	30,000.00	30,000.00	30,000
01.4312.40.399	Highway Maint - Other Professional Services	3,000.00	3,000.00	5,600.00	5,600
01.4312.40.402	Highway Maint - Vehicle Fuel	55,000.00	55,000.00	55,000.00	55,000
01.4312.40.481	Highway Maint - Culverts	1,500.00	1,500.00	2,000.00	3,000
01.4312.40.482	Highway Maint - Salt	59,000.00	59,000.00	59,000.00	59,000
01.4312.40.483	Highway Maint - Cold Patch	2,500.00	2,500.00	2,500.00	2,500
01.4312.40.484	Highway Maint - Dust Control	11,000.00	11,000.00	11,000.00	11,000
01.4312.40.485	Highway Maint - Sand	9,000.00	9,000.00	9,000.00	9,000
01.4312.40.499	Highway Maint - Other Supplies	20,500.00	20,500.00	20,500.00	20,500
01.4312.40.610	Highway Maint - New Equipment	6,000.00	6,000.00	6,000.00	6,000
01.4312.40.620	Highway Maint - Equipment Maintenance	16,000.00	16,000.00	16,000.00	16,000
01.4312.40.630	Highway Maint - Vehicle Maintenance	31,500.00	31,500.00	81,500.00	31,500
	FUNCTION: HIGHWAYS AND STREETS - 4312	264,075.00	264,075.00	\$317,800.00	268,800.00
01.4316.40.405	Street Lighting - Electricity	3,500.00	3,500.00	3,500.00	3,500
	FUNCTION: STREET LIGHTING - 4316	3,500.00	3,500.00	\$3,500.00	3,500
01.4324.41.406	Solid Waste - Transfer Station	69,300.00	69,300.00	75,000.00	
01.4324.41.407	Solid Waste - Tipping Fees	28,000.00	31,800.00	33,500.00	
01.4324.41.408	Solid Waste - Disposal Contract	2,052.00	2,052.00	2,500.00	
	FUNCTION: SOLID WASTE DISPOSAL - 4324	99,352.00	103,152.00	111,000.00	
01.4299.40.391	Other Public Safety - Highway Dispatch	2,000.00	2,000.00	2,000.00	2,000

LIBRARY BUDGET NARRATIVE 2020

01.4550.60.405 LIBRARY – ELECTRICITY

No change

01.4550.60.470 LIBRARY – OFFICE SUPPLIES

No change

01.4550.60.480 LIBRARY – DUES & SUBSCRIPTIONS

Funds in this line pay for individual membership of the NH Library Trustees Association, The American Association for State and Local History, and fees for attending NHLTA annual meeting and other meetings that occur throughout the year, and payment for registering the Little Libraries with the national program: LITTLEFREELIBRARIES.ORG.

01.4550.60.493 – LIBRARY – YOUTH PROGRAMS

Funds in this line are used to bring educational and entertainment programs to Deering. Trustees anticipate bringing 3 programs to town in 2020.

01.4550.60.499 – LIBRARY – OTHER

Funds in this line are used to purchase library books and to construct 'Little Libraries.' Three little libraries have been constructed, two new ones will be put out at the Deering lake and in west Deering for the 2020 season. Trustees do not anticipate making additional Little Libraries. Thus the line is reduced.

Request to add funds to Library maintenance Expendable Trust fund.

\$2000.00

Trustees have been charged with maintaining the Schoolhouse library since it was designated as the town library in 1926. The fund currently contains \$1000.00. This is not sufficient for any major repairs. For example, trustees do not know when the roof was last replaced. Although replacing the roof is not an urgent need, the cost of replacing the roof cost about \$6000.00 (in 2020). Trustees propose building the library maintenance trust fund to be able to meet that, and other expenses, by adding money each year. Trustees request the addition of \$2000.00 for 2020.

Library

Account Number	Description	Budget 2017	Budget 2018	Budget 2019	Proposed 2020
01.4550.60.350	Library - Training & Certification	\$0.00	\$0.00	\$0.00	
01.4550.60.405	Library - Electricity	\$200.00	\$200.00	\$250.00	\$250.00
01.4550.60.410	Library - Postage	\$0.00	\$0.00	\$0.00	
01.4550.60.450	Library - Software	\$0.00	\$0.00	\$0.00	
01.4550.60.470	Library - Office Supplies	\$150.00	\$150.00	\$75.00	\$75.00
01.4550.60.480	Library - Dues & Subscriptions	\$60.00	\$60.00	\$250.00	\$400.00
01.4550.60.493	Library - Youth Programs	\$1,200.00	\$600.00	\$1,000.00	\$1,000.00
01.4550.60.495	Library - Community Education	\$0.00	\$0.00	\$0.00	
01.4550.60.499	Library - Other Supplies	\$400.00	\$1,000.00	\$800.00	\$500.00
01.4550.60.610	Library - New Equipment	\$0.00	\$0.00	\$0.00	
01.4550.60.620	Library - Equipment Maintenance	\$0.00	\$0.00	\$0.00	
01.4550.60.655	Library - Building Maintenance & Repairs	\$0.00	\$0.00	\$0.00	
Total Function 4550 - Library		\$2,010.00	\$2,010.00	\$2,375.00	\$2,225.00

Library building expendable trust fund

\$2,000.00

CONSERVATION COMMISSION

NARRATIVE 2020

J1.4611.65.111 Wages Lake Host Program

This is given to the Lake Host Manager. Although initially this position was filled by a member of DCC, in 2019 the stipend was given to Hannah Broas, who acted as a lake host and as the actual manager of the program. As much as we want Hannah to return for 2020, we consider that unlikely because as a medical student it is more likely that she will have an opportunity to gain experience in medicine. In that case, the stipend will be made available to the next lake host manager.

01.4611.65.310 Conservation Research

The Conservation commission is responsible for testing lake water. The requested amount is the cost of State water testing. Testing of the lake water and 4 identified tributary streams is carried out three times each season by a volunteer. This volunteer has taken water samples for testing for several years independently of con comm. In the coming season con comm will become more intimately involved with water sampling. Con Comm members and Deering Lake/Goffstown resident Glenn Clark have participated in the sampling and are familiar with the process. They can take over water sampling.

01.4611.65.350 Conservation training and certification

This budget line is used for allowing up to 4 (of 7) con comm members to attend two annual state conservation conferences: UNH-Saving Special Places, and NH Association of Conservation Commissions annual meeting, which includes training sessions.

01.4611.65.491 Conservation postage

The postage charge is again set at \$60. Serious overspending on this budget resulted from sending out an increased number of reminders of roadside cleanup. Sending an increased number of reminders did not result in any greater participation in Deering's annual roadside cleanup. This year we will not mail reminders. (but we ask you to join us in 2020!)

01.4611.65.480 Conservation dues and subscriptions

This includes Deering membership of NH Lakes, which administers our Lake Host program, and membership of the NH Association of Conservation Commissions. Each membership costs approximately \$350.

01.4611.65.491 Conservation roads and trails

Funds are requested to build an information kiosk at the Margaret B. Wood Memorial (Pinnacles Trail) on Peter Wood Hill. In addition to the kiosk, remaining funds in this line will be used for marking the trail in the Pinnacles Trail and the Burke Family Wildlife reserve, and for contingencies. We do not anticipate needing to construct new duck boxes in 2020.

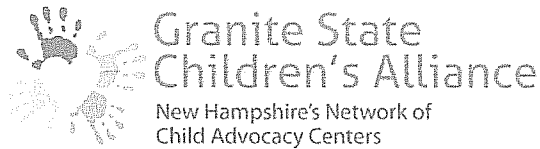
01.4611.65.493 Conservation youth programs

The conservation commission will provide support for two area pre- and teenagers to attend UNH 4-H Barry Conservation camp in summer 2020.

01.4611.65.499 Conservation other supplies.

Conservation commission proposes to purchase our own lake water sampling equipment. There are advantages to owning our own sampling equipment. Currently we borrow testing equipment from the state. To do that we have to reserve specific dates, which means that regardless of weather – or lake conditions – we either take the samples on the assigned date or try to get equipment for another date. Having our own equipment permits us to pick best sampling

Account Number	Description	Budget 2017	Budget 2018	Budget 2020	Proposed 2020
01.4611.65.111	Conservation - PT Wages Lake Host Program	-	1,500.00	1,500.00	1,500.00
01.4611.65.220	Conservation - FICA	-	93.00	93.00	
01.4611.65.221	Conservation - Medicare	-	21.75	22.00	
01.4611.65.310	Conservation - Research	665.00	665.00	665.00	665.00
01.4611.65.350	Conservation - Training & Certification	25.00	330.00	330.00	500.00
01.4611.65.410	Conservation - Postage	100.00	60.00	60.00	60.00
01.4611.65.470	Conservation - Office Supplies	300.00	100.00	100.00	50.00
01.4611.65.480	Conservation - Dues & Subscription	300.00	300.00	600.00	700.00
01.4611.65.490	Conservation - Public Notices	100.00	50.00	50.00	50.00
01.4611.65.491	Conservation - Roads & Trails	450.00	450.00	450.00	300.00
01.4611.65.493	Conservation - Youth Programs	500.00	1,000.00	1,200.00	1,300.00
01.4611.65.499	Conservation - Other Supplies	100.00	300.00	100.00	2,370.00
FUNCTION: CONSERVATION ADMINISTRATION - 4611		2,540.00	4,869.75	5,170.00	7,495.00



July 10, 2019

Board of Selectmen
Town of Deering
762 Deering Center Rd
Deering, NH 03244

Dear Board Members:

We request that the Town of Deering recommends a line item in the budget this year in the amount of \$500.

The CAC has partnered effectively with the Deering Police Department and DCYF to serve child victims of abuse living in the Town of Deering. A nationwide study entitled The Economic Impact of Child Maltreatment found that communities using the child advocacy center model save \$1,300 per case. During the past fiscal year, the CAC served three child victims living in the Town of Deering – across the County, the number of reported abuse cases increased 23% to over 400 cases.

Our agency's primary mission is to provide a safe and supportive place for children and their families to talk about abuse that they have suffered from. By doing so, we reduce the trauma experienced by the children and increase the likelihood of prosecution. We also recognize that educating the community on the signs and symptoms of child abuse is an important step in preventing abuse. The CAC regularly provides trainings and educational programs to local organizations, professionals and parents.

The CAC provides its services free of charge to all children ages 3 to 17 living in Hillsborough County who are alleging child abuse. In addition to working with the child, the CAC provides support to the non-offending caregivers and empowers them to protect and support their children.

The CAC first opened its doors in Nashua in November 2004. A northern office was opened in Manchester in July 2007.

Thank you for your consideration of our request. If you need additional information, please do not hesitate to contact me. I am happy to make a formal presentation to your board if you would like to learn more about the CAC.

Sincerely,
Phil Hueber
Director of Resource Development
cc) James Pushee, Chief of Police



180 Lowell Road
Hudson, NH 03051
Phone: 603-883-7338
Fax: 603-883-8335
www.familypromisesnh.org

October 15, 2019

Russell McAllister
Town of Deering
762 Deering Center Road
Deering, NH 03244

Dear Russell,

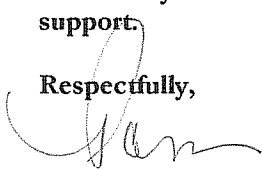
Family Promise of Southern New Hampshire is a transitional housing program assisting families who are temporarily experiencing homelessness. FPSNH has been established since 2004, serving families from 31 municipalities in Hillsborough County, and 13 municipalities in Western Rockingham County; including Deering.

In 2018 FPSNH served 60 individuals at our Residential Program known as Anne Marie House; additionally 932 individuals were served through our Community Diversion Program. We work collaboratively with community partners to find any person or family, a safe place to live. Community partner agencies have come to rely on FPSNH for strong and effective diversion and case management services. Families living at our residence at Anne Marie House, stay for up to 12 months; each adult receives career counseling maximizing income, financial literacy, home ownership education, life skills education, and family advocacy and parenting programs. Each child is assisted with age appropriate focus groups, mentoring, and activities that keep the smiling and just being kids!

We look to the support of our communities to help make this all happen. We save municipalities and taxpayers substantial money each year with the services we provide in your community. FPGN respectfully requests \$5,000 to support Family Promise of Southern New Hampshire Transitional Housing Program. Funds will be used for case management services for both our residential and diversion programs. With an average cost of \$30/person/day, \$5,000 will deliver our complete spectrum of services to a homeless family of 3 for 55 days, or 80 days for a single parent and child. However your support is really so much more, it's the security of knowing where the children and their parents in your community will sleep at night; nutritious meals; hot showers; and the ability to just take a breath and begin planning for a future that includes a safe, secure home, a career with better pay and upward mobility, and reliable transportation. Every child deserves a home, our "home for now" gives the families the skills and the self-confidence they need to move from homelessness to a brighter future.

We look forward to your consideration of our request. We often meet with municipalities to further discuss our service in your community. Please contact me directly for next steps. Again, thank you for your time and anticipated support.

Respectfully,



Pamela T. Wellman
Executive Director
director@familypromisesnh.org
603-883-7338, ext. 1



December 11, 2019

Diane Kendall
Deering Town Administrator
762 Deering Center Road
Deering, NH 03244

Dear Diane;

Please accept this letter as a formal request to the town of Deering for fiscal year 2020 funding in the amount of **\$3,500.00 (the average annual cost of care for one client)** to support the charity care and uncompensated behavioral health services provided to the residents of Deering by Riverbend Community Mental Health.

This past year, Riverbend provided services to 45 children and adults living in Deering.

This is a 7.1% increase over Deering's 2018 service rates.

For more than 50 years, Riverbend has provided counseling and help to those who need it by focusing on advanced treatment techniques and evidence-based practices; however, we continue to be challenged by the increase in demand for community based services, particularly for children.

I urge you to consider our request and welcome the opportunity to discuss our programs and services with you in greater detail. I can be reached at (603)226-7505 x4334. Thank you for your time and consideration. I look forward to hearing from you.

Sincerely,

A handwritten signature in black ink, appearing to read "Moira M. Clark", with a long horizontal stroke extending to the right.

Moira M. Clark
Assistant Director of Philanthropy

PO Box 2032
Concord, NH 03302-2032
(603) 225-0123
www.riverbendcmhc.org

Riverbend is an affiliate of Capital Region Health Care



Services provided throughout Hillsborough County

Meals on Wheels Community Dining Support Services

Board of Directors

James P. Harris
Chairman of the Board

Jim Scammon
Vice Chairman of the Board

Peter Albert
Treasurer

Daniel Abbis, D.O.
Secretary

Meghan Brady
Sharon Goldsmith
Matthew Mercier
Carolyn Oguda
Gilbert Oriol
Lori Piper
Richard Plamondon

Director Emeritus
Roger R. Dionne, M.D.

August 13, 2019

Mr. Russell McAllister
Town Administrator
Town of Deering
762 Deering Center Road
Deering, NH 03244

Dear Mr. McAllister,

I am writing to ask if the Town of Deering would once again consider supporting St. Joseph Community Services Meals on Wheels and Community Dining programs. We provide nutrition, a safety check and social engagement which enable the homebound, older and disabled adults in the town to live dignified, independent lives. For 22% of our clients, the Meals on Wheels driver is the only person they will see all week.

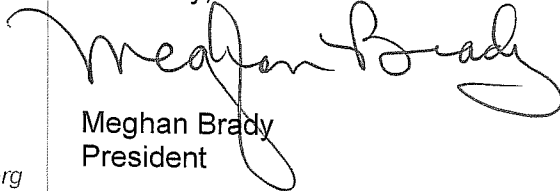
Meals on Wheels and Community Dining are not entitlement programs. While our program is funded by the state, there is a limit to the amount of meals funded under our contract. Moreover, the money provided does not cover the full cost of a meal. It was never intended to. Rather, it is expected that agencies like St. Joseph Community Services would raise the remainder of the funds from the communities it serves. Therefore, the funding that we receive from the cities and towns in our service area of Hillsborough County is essential to our ability to continue to meet the needs of everyone who asks for our help.

Last year, we served 7 residents. Of that number, 2 were served under our Title XX Program, which is sponsored by the County of Hillsborough. We are requesting funding of \$85 for each of the remaining clients.

07	Unduplicated Clients
<u>-2</u>	County Sponsored
5	Older Adults
<u>x85</u>	
\$425	Requested Funding

Thank you very much for your consideration and time. Please feel free to call me at 603-424-9967 with any questions you may have.

Sincerely,


Meghan Brady
President

P.O. Box 910
395 Daniel Webster Hwy.
Merrimack, NH 03054

www.MealsOnWheelsNH.org

Phone: 603-424-9967

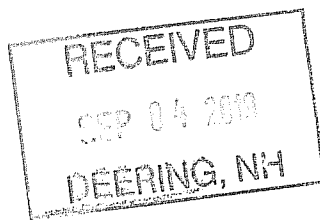


St. Joseph Community Services fosters independence and life enrichment for seniors and other qualified adults through nutrition, social engagement and community services

Supported in part by the Bureau of Elderly and Adult Services and



August 19, 2019



American Red Cross
New Hampshire and
Vermont Region

Town of Deering
Attn: Russell McAllister, Town Administrator
762 Deering Center Rd
Deering, NH 03244

Dear Russell,

Our mission at the American Red Cross is to prevent and alleviate human suffering in the face of emergencies by mobilizing the power of volunteers and the generosity of donors.

Last year, the American Red Cross of New Hampshire and Vermont provided the following services throughout the region:

- We assisted a local family in the face of disaster, on average, once every 17 hours, helping nearly 1,000 individuals.
- We installed more than 4,000 and carbon monoxide detectors in homes through our Home Fire Campaign.
- Trained almost 24,000 people in first aid, CPR, and water safety skills.
- We collected 76,150 units of blood at over 2,500 blood drives. All 40 hospitals in NH and VT depend on Red Cross collections.
- In our region, over 250 service members were connected with their families through the Emergency Communications efforts of our Service to the Armed Forces department.

In order to provide these essential services, the American Red Cross of New Hampshire and Vermont is grateful to receive municipal support from our friends in the Town of Deering. **This year, we respectfully request an appropriation of \$1200.00.** These funds will stay right here in our region, so that we can continue to serve your friends and neighbors during their hours of greatest need.

For more information about the work we've been doing in your area, please refer to the attached Impact Sheet for Hillsborough County.

On behalf of the 1,300 volunteers and staff throughout New Hampshire and Vermont, I thank you for your consideration of this request and your generous history of supporting this essential work.

Sincerely,

Rachel Zellem
Regional Development Specialist

New Hampshire Headquarters • 2 Maitland Street, Concord, NH 03301
Vermont Headquarters • 32 N Prospect Street, Burlington, VT 05401
1-800-464-6692

www.redcross.org/nhvt



American Red Cross
New Hampshire and
Vermont Region

Hillsborough County Service Delivery

July 1, 2018 - June 30, 2019

Disaster Response

In the past year, the American Red Cross has responded to **35 disaster incidents**, assisting **133 residents** of **Hillsborough County**. Most commonly, these incidents were home fires. Red Cross workers were on the scene to provide food, clothing, lodging, emotional support, and more to families during their hours of greatest need. Our teams also provide Mass Care to first responders. Things like food, water, and warm drinks strengthen the brave men and women of your local Fire and Police Departments as they answer the call to keep your residents safe.

Town/City	Disasters	Individuals
Greenville	1	5
Hillsboro	3	5
Hudson	4	13
Litchfield	1	3
Manchester	15	82
Merrimack	1	1
Milford	1	2
Nashua	5	9
New Boston	1	4
New Ipswich	2	6
Pelham	1	3

Home Fire Campaign

Last year, Red Cross staff and volunteers worked throughout **Hillsborough County** to educate residents on fire, safety and preparedness. We installed **91 free smoke alarms** in homes and helped families develop emergency evacuation plans.

Service to the Armed Forces

We proudly assisted **296** of **Hillsborough County's Service Members, veterans and their families** by providing emergency communications and other services, including counseling and financial assistance.

Blood Drives

During the last fiscal year, **Hillsborough County** hosted **412 Blood Drives** with the American Red Cross, collecting an impressive total of **14,197 pints** of lifesaving blood.

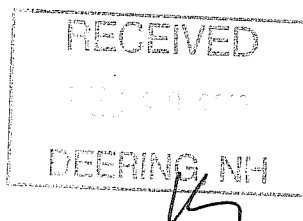
Training Services

Last year, **Hillsborough** hosted **709 courses**, where **3,693 residents** were taught a variety of important lifesaving skills such as First Aid, CPR, Babysitting Skills and Water Safety.

Volunteer Services

Hillsborough County is home to **138 American Red Cross Volunteers**. We have volunteers from all walks of life, who are trained and empowered to respond to disasters in the middle of the night, to teach safety courses, to help at our many blood drives, and so much more. The American Red Cross is proud that 90% of its staff is made up of volunteers; they are truly the heart and soul of our organization.





October 15, 2019

**UNEMPLOYMENT COMPENSATION PROGRAM
MEMBER CONTRIBUTION SUMMARY
JANUARY 1, 2020 THROUGH DECEMBER 31, 2020 RENEWAL**

MEMBER: Town of Deering

MEMBER NUMBER: 153

CY 2019

Member Contribution

\$500

CY 2020

Member Contribution

\$500

Your 2019 Taxable Wages (CY 2017)	\$290,440
Your 2020 Taxable Wages (CY 2018)	\$309,068
Change in Taxable Wages	6.41%
Your 2018 Loss Ratio	0.00%
Your 2019 Loss Ratio (through June 2019)	0.00%
Your 2019 Unemployment Rate	0.14%
Your 2020 Unemployment Rate	0.11%
Change from 2019 to 2020:	
Contribution Amount Change	\$0
Contribution Percent Change	0.0%

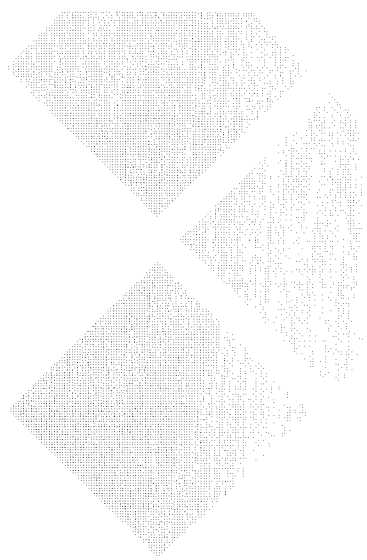
Please contact the Primex³ Member Services Team if you have any questions or comments.

Invoices will be mailed around January 1, 2020

Trust. Excellence. Service.

Bow Brook Place, 46 Donovan Street ■ Concord, NH 03301-2624

(603) 225-2841 ■ (800) 698-2364 ■ nhprimex.org



October 15, 2019

Diane Kendall, Interim Town Administrator
Town of Deering
762 Deering Center Road
Deering, NH 03244

RE: CY 2020 Unemployment Compensation Program Renewal

Dear Diane:

As you prepare your budget for the coming year, we thank you for your continued trust and partnership in our Unemployment Compensation Program. Our goal in all of our programs is to provide our members with the best service, value, and coverage through our core values: **Trust. Excellence. Service.**

Enclosed is your CY 2020 Unemployment Compensation Member Contribution Summary. The intent of the Summary is to build awareness of your member contribution and how performance and payroll changes affect your contribution. Invoices will be mailed around January 1, 2020.

The Primex³ Membership Agreement and Public Entity Coverage Document have a 45-day written notice requirement in the event that you elect to terminate membership in the Unemployment Compensation Program. **This notice must be provided on official letterhead to the Chief Executive Officer of Primex³ by 4:30 PM on November 17, 2019 and must specify a final decision regarding your participation in the program.** Please carefully review your Public Entity Coverage Document, General Conditions, Section L, regarding notice of termination.

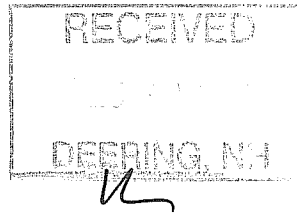
Please contact your Member Services Consultant or me if you have any questions regarding your contribution and performance in the Unemployment Compensation Program.

Sincerely,

A handwritten signature in black ink, appearing to read "C. Weber".

Carl Weber
Director of Member Services

Trust. Excellence. Service.



October 15, 2019

**WORKERS' COMPENSATION PROGRAM
MEMBER CONTRIBUTION SUMMARY
JANUARY 1, 2020 THROUGH DECEMBER 31, 2020 RENEWAL**

MEMBER: Town of Deering

MEMBER NUMBER: 153

CY 2019

CY 2020

Contribution Assurance Program (CAP) Yes
PRIME³ Program No

Member Contribution	\$20,325	Member Contribution	\$22,358
---------------------	----------	---------------------	----------

Your 2019 Payroll (CY 2017 Reported)	\$701,738
Your 2020 Payroll (CY 2018 Reported)	\$745,270
Change in Payroll	6.2%
 Your 2019 Loss Ratio Adjustment Factor	 1.27
Your 2020 Loss Ratio Adjustment Factor	1.14
Change in Loss Ratio Adjustment Factor	-10.2%
 Change from 2019 to 2020:	
Contribution Amount Change	\$2,033
Contribution Percent Change	10.0%

Please contact the Primex³ Member Services Team if you have any questions or comments.
Invoices will be mailed around January 1, 2020

Trust. Excellence. Service.

Bow Brook Place, 46 Donovan Street ■ Concord, NH 03301-2624
(603) 225-2841 ■ (800) 698-2364 ■ nhprimex.org

**WORKERS' COMPENSATION
CONTRIBUTION BY PAYROLL CLASS**
January 1, 2020 through December 31, 2020

Member: Deering, Town of
Member Number 153

Class	Description	Payroll	Contribution*
5506	Highway Maintenance (Formerly Street Laborers)	154,280	5,701
7704	Firefighters & Drivers	118,125	8,253
7704	Volunteer Firefighters	16,442	1,723
7720	Police & Drivers	202,206	3,939
8810	Office Employees, Municipal	190,290	352
9102	Parks	1,500	38
9402	Highway Winter Maintenance (Formerly Mechanized Street Cleaning)	51,427	1,887
9410	Municipal Employees, Inspectors, Assessors	11,000	465
Totals		745,270	22,358

* Amounts are based on a 12 month total

Trust. Excellence. Service.



October 15, 2019

Diane Kendall, Interim Town Administrator
Town of Deering
762 Deering Center Road
Deering, NH 03244

RE: CY 2020 Workers' Compensation Program Renewal

Dear Diane:

As you prepare your budget for the coming year, we thank you for your continued trust and partnership in our Workers' Compensation Program. Our goal in all of our programs is to provide our members with the best service, value, and coverage through our core values: **Trust. Excellence. Service.**

Enclosed is your CY 2020 Workers' Compensation Member Contribution Summary. The intent of the Summary is to build awareness of your member contribution and how performance and payroll changes affect your contribution. Invoices will be mailed around January 1, 2020.

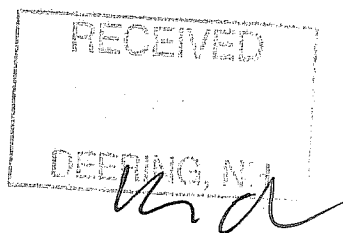
Please contact your Member Services Consultant or me if you have any questions regarding your contribution and performance in the Workers' Compensation Program.

Sincerely,

A handwritten signature in black ink, appearing to read "C. Weber".

Carl Weber
Director of Member Services

Trust. Excellence. Service.



**PROPERTY & LIABILITY PROGRAM
MEMBER CONTRIBUTION SUMMARY
JULY 1, 2020 THROUGH JUNE 30, 2021 RENEWAL
NOT TO EXCEED**

MEMBER: Town of Deering

MEMBER NUMBER: 153

FY 2019/2020

FY 2020/2021

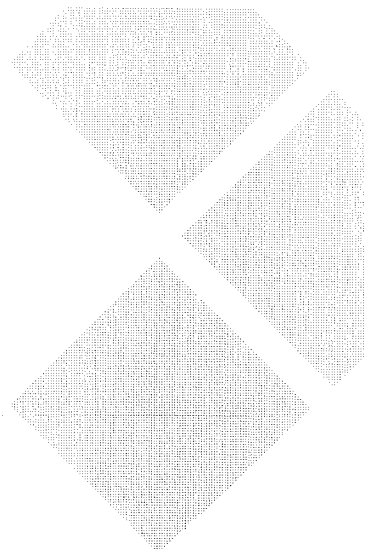
Contribution Assurance Program (CAP)	Yes
PRIME ³ Program	No
Member Contribution	\$35,310

Member Contribution \$32,394

Your 2019/2020 Property Values	\$3,755,845
Your 2020/2021 Property Values (Exposures Valued as of 9/23/2019)	\$3,772,845
Change in Property	0.5%
 Your 2019/2020 Payroll (CY 2017 Reported)	 \$701,738
Your 2020/2021 Payroll (CY 2018 Reported)	\$745,270
Change in Payroll	6.2%
 Your 2019/2020 Loss Ratio Adjustment Factor	 1.21
Your 2020/2021 Loss Ratio Adjustment Factor	1.09
Change in Loss Ratio Adjustment Factor	-9.9%
 Change from 2019/2020 to 2020/2021:	
Contribution Amount Change	\$2,916
Contribution Percent Change	9.0%

Please contact the Primex³ Member Services Team if you have any questions or comments.
Final contribution summary sheets will be issued by April 15, 2020

Trust. Excellence. Service.



October 15, 2019

Diane Kendall, Interim Town Administrator
Town of Deering
762 Deering Center Road
Deering, NH 03244

RE: Not-To-Exceed (NTE) FY 2021 Property & Liability Program Renewal

Dear Diane:

As you prepare your budget for the coming year, we thank you for your continued trust and partnership in our Property & Liability Program. Our goal in all of our programs is to provide our members with the best service, value, and coverage through our core values: **Trust. Excellence. Service.**

Enclosed is your Not-To-Exceed (NTE) FY 2021 Property & Liability Member Contribution Summary. The intent of the Summary is to build awareness of your member contribution and how performance, payroll changes and exposure changes, such as buildings or vehicles affect your contribution. The final contribution summary sheet will be issued by April 15, 2020 and will not exceed the amount shown on the enclosed NTE.

Please contact your Member Services Consultant or me if you have any questions regarding your contribution and performance in the Property & Liability Program.

Sincerely,

A handwritten signature in black ink, appearing to read "C. Weber".

Carl Weber
Director of Member Services

Trust. Excellence. Service.



2019/2020 Property & Liability Coverage Updates

There are important updates to the Primex³ Property & Liability coverage for 2019/2020.

Some of the changes described below increase coverage, while others clarify or eliminate aspects of coverage.

Coverage enhancements take effect immediately.

Any reduction in coverage takes effect upon your 2020 renewal.

Should you have any questions or concerns about the changes or your coverage in general, please contact us and you will be able to speak with Mike Ricker, General Counsel, or Mary Beth Purcell, Director of Claims, either of whom will be happy to explain the changes and how they function.

Cyber Coverage

- The Primex³ Board of Trustees and CEO are acutely aware of the ever-increasing threat of cyber loss in the local government sector and have approved substantial increases to the limits and scope of Primex³ cyber coverage in order to provide Property and Liability Pool members with greater protections. The cyber coverage improvements are as follows:

Cyber property coverage is basically the data, hardware, software and business interruption loss costs. Damage to Member (Subject to a \$1,000 deductible)

Cyber liability coverage is basically defense costs and incident management costs when third parties are harmed.

(See the Cyber Coverage Schedule on Page 2)

COVERAGE SCHEDULE

(Currency in USD)

Limit	Retention	
Pool Aggregate Limit:	\$35,000,000	
Member Aggregate Limit:	\$5,000,000	
<i>A Member deductible of \$1,000 may apply depending on the type of loss incurred.</i>		
Breach Response	Prior Coverage Limits	Updated Coverage Limits (as of 7/1/19)
Breach Response Costs	\$500,000	\$2,000,000
First Party Loss		
Business Interruption Loss:		
<i>Resulting from Security Breach:</i>	\$2,000,000	\$5,000,000
<i>Resulting from System Failure:</i>	\$250,000	\$1,000,000
Dependent Business Loss:		
<i>Resulting from Dependent Security Breach:</i>	\$750,000	\$1,500,000
<i>Resulting from Dependent System Failure:</i>	Not Purchased	\$200,000
Cyber Extortion Loss:	\$2,000,000	\$5,000,000
Data Recovery Costs:	\$2,000,000	\$5,000,000
Computer Hardware Replacement:	Not Purchased	\$150,000
Consequential Reputation Loss:	\$50,000	\$100,000
Liability		
Data & Network Liability:	\$2,000,000	\$5,000,000
Regulatory Defense & Penalties:	\$2,000,000	\$5,000,000
Payment Card Liabilities & Costs:	\$2,000,000	\$5,000,000
Media Liability:	\$2,000,000	\$5,000,000
Third party claims for injury and property damage:	Not Purchased	\$1,000,000
eCrime		
Fraudulent Instruction:	\$50,000	\$150,000
Funds Transfer Fraud:	\$50,000	\$150,000
Telephone Fraud:	\$50,000	\$150,000
Invoice Manipulation:	Not Purchased	\$100,000
Criminal Reward		
Criminal Reward:	\$25,000	\$25,000

* All Limits are expressed as Aggregate Limits for each Member.

* All Limits are expressed as Aggregate Limits for each Member.

This summary is an overview of the Primex³ Cyber Coverage and it is not the actual coverage document. The terms, conditions, exclusions, and limits, set forth in the coverage documents determine coverage.

Liability Coverage

- Primex³ has added defense cost coverage for housing accommodation claims, special education mediation and unequal pay act claims.
- We've also added a no-fault coverage for water intrusion claims which will operate the same as the existing sewer back-up coverage. This will allow members to offer some assistance to residents impacted by failed member water lines that result in water intrusion.
- We've clarified liability coverage of authorized drivers of member automobiles, volunteers, student teachers and work study students. They can qualify as covered persons, however, the amount of coverage is limited to \$325,000, the amount of the municipal damages cap.
- We've clarified that covered parties who do not cooperate with defense and sustain a default judgment will not be covered.
- We've limited our exception to the absolute pollution exclusion to sewer back-up claims. All other exceptions have been eliminated; for example, claims arising from hazardous response, pesticides, chlorine, ammonia, refrigerants, smoke, fumes, fuels, lubricants and operating fluids.
- We've clarified that additional covered party certificates are issued by Primex³ at our discretion.

Property Coverage

- We've clarified that we will issue Builder's Risk coverage for projects based on application and discretionary review and approval.
- We've eliminated the \$10,000 coverage for pollution clean-up costs.
- In service fire trucks and ambulances: we've limited replacement cost coverage to vehicles which have not been salvaged and are not older than 20 years. Actual cash value will apply to vehicles that don't qualify for replacement cost.
- Valuable papers and records: we've aligned the requirements for on and off-premises storage so that both require storage in a "fire safe, fire vault or similar protective receptacle."

Crime Coverage

- We've clarified that crime coverage does not apply to errors of employees as these issues are not in the nature of crime losses.

Public Officials Schedule Bond Coverage

- We've clarified that coverage will conform to bonding requirements imposed by the State through its statutes and agency regulations.

Volunteer Medical Payments Coverage

- We've clarified that payment is based on discretionary review of volunteer status and duties.



October 11, 2019

Mr. Russell McAllister
Town Administrator
Town of Deering
762 Deering Center Road
Deering, NH 03244

Dear Mr. McAllister:

The HealthTrust Board of Directors met on October 7, 2019 to set renewal rates for the 2020 renewal period. Enclosed are the Guaranteed Maximum Rates (GMR) for your Group's renewal of medical coverage for the period of July 1, 2020 through June 30, 2021 for your current benefit plans. Also included are the renewal rates for dental, life, short-term and long-term disability coverage, if applicable. Your Benefits Advisor can work directly with you to provide alternative benefit options and applicable rates. Please see the enclosed transmittal for your Group's specific renewal rates for all your coverage lines.

Medical Rates

The Guaranteed Maximum Rate adjustment for all Member Groups renewing medical coverage for July 2020 is an *overall average increase of 5.2%*, primarily due to projected medical and prescription trend and increased claims utilization. ***Your Group's rate change will vary from this overall average increase based in part on your Group's own claims experience.*** If you are a Group in the Small Group Rating Tier (50 and Under), or part of a combined rating group, your rate reflects the claims experience of that combined rating group.

The GMR provides rate projection information and locks-in a maximum rate for your budgeting purposes. However, it provides you with the opportunity to still receive the most competitive rates possible based on HealthTrust's revisit rating in the spring which utilizes the most current claims and cost data available. The HealthTrust Board will establish the final July "revisit" rates on March 17, 2020.

Dental Rates

For Member Groups currently participating in HealthTrust's dental coverage, there is an *increase of 3.9%* for all Member Groups primarily due to projected dental trend.

Short-Term Disability Coverage

For Member Groups currently participating in HealthTrust's short-term disability coverage, there is an *overall average rate increase of 8.5%* for fiscal year 2021 due to increased claims volume and average claim duration. ***However, your Group's actual rate adjustment will vary from the overall increase depending on your Group's experience and demographic make-up.***

Long-Term Disability Coverage

For Member Groups currently participating in HealthTrust's long-term disability coverage, your rate will *decrease by 15%*. *Rates will remain the same for all Member Groups that added coverage on January 1, 2019 or later.* If your Group has had a recent benefit change, your rate adjustment may vary from this standard adjustment. These rate adjustments are based on contractual negotiations influenced by the positive experience of the covered Member Groups.

Life Coverage

For Member Groups that participate in HealthTrust's life coverage and that have 10 or more employees, rates for your life coverage will *decrease by 15%*. For Groups with fewer than 10 employees who participate in the life coverage with standard benefits, rates will *decrease to \$.18 for each \$1,000 of benefit*. Rates will remain the same for all Member Groups that added coverage on January 1, 2019 or later. These rate reductions apply only to Base Life coverage; Accidental Death & Dismemberment, Dependent Life and Supplemental Life rates will remain the same. If your Group has had a recent benefit change, your rate adjustment may vary from this standard adjustment. These rate adjustments are based on contractual negotiations influenced by the positive experience of the covered Member Groups.

Benefit Advantage

For Member Groups currently participating in HealthTrust's Benefit Advantage Health Reimbursement Arrangement (HRA) and enhanced Flexible Spending Account (FSA) services, *there is no change to the per participant/per month rates*. FSA and HRA administration services per participant/per month fees are waived for participants enrolled in the following HealthTrust medical plans: AB15/40IPDED, ABSOS20/40/1KDED, ABSOS25/50/3KDED, ABSOS30/60/5KDED, ABHD/5K/20COIN and LUMENOS2500.

Enclosures

Please review these enclosures for additional details on your renewal, the rating process, benefit enhancements and updates:

- Group Transmittal (*includes monthly contribution rates for all of your coverage lines*)
- Group Medical Rate Exhibit (*includes monthly contribution rates for existing benefit options and alternatives*)
- How Your Rate is Determined - *The Rating Process, Capital Adequacy Reserve and Return of Surplus*
- 2020 Plan Enhancements and Updates

Timeline

Benefit Changes Notification Deadline – May 22, 2020

Your Benefits Advisor, Teresa Williams, will be contacting you to discuss the renewal and work with you to review available options and assist with any changes you may be considering. Please note that requests for any coverage changes must be communicated to us and completed prior to May 22, 2020 to be effective July 1, 2020.

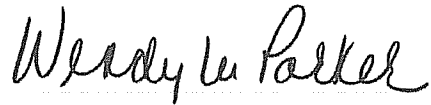
Meet with your Benefits and Wellness Advisors

Your Benefits Advisor is available to work with you to schedule meetings to review the following key education and reporting tools.

- **Benefit Education Sessions** – *New PowerPoint Presentation format* – a customized Benefit Education presentation to make it even easier to educate your employees about their benefit plans, medical consumerism, and wellness programs, including how they can access tools and resources through the *Enhanced* HealthTrust Secure Enrollee Portal and HealthTrust Mobile.
- **Rating Summary**– a report showing how your Group's rates were calculated. (*Also available to Small Groups showing the 50 and under summary*)
- **Stewardship Report** (*for Groups with 100 or more Enrollees*) – a detailed report showing your Group's membership data, medical and prescription claims utilization data, wellness program participation and recommendations.

Thank you for your continued participation with HealthTrust. If you have any questions or concerns, please do not hesitate to contact Teresa at 800.527.5001.

Sincerely,

A handwritten signature in black ink that reads "Wendy Lee Parker". The signature is written in a cursive, flowing style.

Wendy Lee Parker
Executive Director

Enclosures



Town of Deering ("Member")

HealthTrust, Inc. ("HealthTrust") hereby provides the following rates for coverage(s) currently offered to Member with respect to the July 1, 2020 to June 30, 2021 Coverage Period:

Medical Coverage and Rates

July 2020 Medical Renewal

The following Guaranteed Maximum Rates shall apply from July 1, 2020 to June 30, 2021

Rating Renewal July
Probationary Period OM

Rating Tier Large
Rating Type Combined

Benefit Option(s)	Single	2-Person	Family
AB10IPDED(07L)-RX10/20/45/3K(L)	\$835.56	\$1,671.12	\$2,256.01
MC3(07L)-RX10/20/45(LCY)	\$539.84		
MCNRX(07L)	\$215.90		

Monthly rates and continued Member Group coverage are subject to applicable HealthTrust minimum participation requirements including, without limitation:

- 1) at least 75% participation of Eligible Employees who do not otherwise have group medical coverage; and
- 2) Employees who elect to cover dependents must enroll all of their Eligible Dependents (other than dependent children age 19 and over) who do not otherwise have group medical coverage.

HealthTrust reserves the right to change the rates at any time if there is a 10% or more increase or decrease in enrollment.

PROBATIONARY PERIOD EXCEPTIONS

None

SPECIAL NOTES

- Member participates in a *Combination of Entities* agreement for medical coverage rating purposes. The *Combination of Entities* is comprised of: SAU #34, Town of Deering and Town of Hillsborough.
- Coverage includes Domestic Partner (same sex and opposite sex) Rider.

=====

Dental Coverage and Rates

July 2020 Dental Renewal

The following rates shall apply from July 1, 2020 to June 30, 2021

Rating Renewal July
Probationary Period OM

Benefit Option(s)	Single	2-Person	Family
OPTION 1S	\$49.31	\$95.26	\$170.40

Monthly rates and continued Member Group coverage are subject to applicable HealthTrust minimum participation requirements including, without limitation:

- 1) at least 75% participation of Eligible Employees who do not otherwise have group dental coverage; and
- 2) Employees who elect to cover dependents must enroll all of their Eligible Dependents (other than dependent children age 19 and over) who do not otherwise have group dental coverage.

BENEFIT SCHEDULE

Benefit Option(s)	Coverage A	Coverage B	Coverage C	Plan Year	Coverage D	Coverage D	Deductible
				Maximum		Maximum	
OPTION 1S	100%	80%	50%	\$2,000	50%	\$1,000	\$0

PROBATIONARY PERIOD EXCEPTIONS

None

SPECIAL NOTES

-Coverage includes Domestic Partner (same sex and opposite sex) Rider.

=====

Short-term Disability Coverage and Rates

July 2020 STD Renewal

The following rates shall apply from July 1, 2020 to June 30, 2021

Rating Renewal July
Suffix # 018

BENEFIT SCHEDULE

Class	Class Name	Probation- ary Period	Benefit Amount (%) of Base Weekly Earnings)	Maximum Weekly Benefit	Maximum Benefit Period	Waiting Period	
						Accident	Illness
1	All Eligible Employees	0M	66.67%	\$600	26 weeks	1 day	8 days

CONTRIBUTORY STATUS AND PARTICIPATION REQUIREMENTS

Class	Class Name	Contributory Y/N	Participation
1	All Eligible Employees	N	100%

RATE

For Each \$10 of Weekly Benefit Per Month \$0.38

Monthly rates and continued Member Group coverage are based on 75% participation of Eligible Employees if contributory status is Y or 100% participation if contributory status is N, per applicable HealthTrust minimum participation requirements.

PROBATIONARY PERIOD EXCEPTIONS

None

SPECIAL NOTES

- Pregnancy covered the same as an illness.
- Evidence of Insurability needed for all late enrollees (contributory groups only).

=====

Life Coverage and Rates

July 2020 Life Renewal

The following rates shall apply from July 1, 2020 to June 30, 2021

Rating Renewal July

Suffix # 018

BAE means Base Annual Earnings, if applicable

BASIC LIFE BENEFIT SCHEDULE

Class	Class Name	Probation- ary Period	Coverage	AD&D	Guarantee Issue	Maximum Benefit
1	All Eligible Employees	0M	1 x BAE	1 x BAE	\$50,000	\$75,000

CONTRIBUTORY STATUS AND PARTICIPATION REQUIREMENTS

Class	Class Name	Basic Life		Supplemental		Dependent	
		Contributory Status Y/N	Basic Life Participation	Contributory Status Y/N	Supplemental Participation	Contributory Status Y/N	Dependent Participation
1	All Eligible Employees	N	100%	N/A	N/A	N/A	N/A

RATES

BASIC LIFE FOR EACH \$1,000 OF BENEFIT	\$0.18
BASIC AD&D FOR EACH \$1,000 OF BENEFIT	\$0.02

Monthly rates and continued Member Group coverage are subject to applicable minimum participation requirements including, without limitation: 75% participation of Eligible Employees if contributory status is Y or 100% participation if contributory status is N for Basic Life. Other requirements may apply.

PROBATIONARY PERIOD EXCEPTIONS

None

SPECIAL NOTES

-Basic Life Evidence of Insurability required for: Any amount in excess of the Guarantee Issue; all late applicants (contributory groups only); salary increases greater than \$25,000.

-Life and AD&D benefits reduce to 50% at age 70.

=====

Long-term Disability Coverage and Rates

July 2020 LTD Renewal

The following rates shall apply from July 1, 2020 to June 30, 2021

Rating Renewal July
Suffix # 018

BENEFIT SCHEDULE

Class	Class Name	Probationary Period	Benefit Percentage	Maximum Monthly Benefit	Elimination Period
1	All Eligible Employees	0M	60.00%	\$6,000	180 days

CONTRIBUTORY STATUS AND PARTICIPATION REQUIREMENTS

Class	Class Name	Contributory Y/N	Participation
1	All Eligible Employees	N	100%

RATE

Per \$100 of Covered Monthly Payroll	\$0.37
--------------------------------------	--------

Monthly rates and continued Member Group coverage are subject to applicable minimum participation requirements including, without limitation: 75% participation of Eligible Employees if contributory status is Y or 100% participation if contributory status is N. Other requirements may apply.

MAXIMUM BENEFIT PERIOD

Age at Disablement	Benefit Duration*
59 or younger	To age 65
60	5 years
61	4 years
62	3-1/2 years
63	3 years
64	2-1/2 years
65	2 years
66	1-3/4 years
67	1-1/2 years
68	1-1/4 years
69 and over	1 year
*To the later of: 1) the specified length of time as stated above, or 2) the day before attaining the Social Security Normal Retirement Age under the United States Social Security Act, as revised.	

PROBATIONARY PERIOD EXCEPTIONS

None

SPECIAL NOTES

-Evidence of Insurability needed for all late enrollees (contributory groups only).

BILLING SERVICES

Member Group has separately contracted with HealthTrust for the following Billing Services with respect to any selected medical and dental plan coverages:

☒ COBRA ☒ Retirees

ADDITIONAL TERMS

SBC Compliance: HealthTrust, Inc. agrees to prepare and provide Member with a Summary of Benefits and Coverage ("SBC") for each medical plan coverage option listed on this transmittal. Member must distribute the SBCs to applicable eligible individuals. These obligations will be performed in accordance with (i) the statutory and regulatory requirements for SBCs under the Affordable Care Act ("ACA"), and (ii) related SBC compliance information provided to Member by HealthTrust, Inc.

Maximum Probationary Period Compliance: The eligibility conditions and probationary period requirements for enrollment in each medical plan coverage option listed on this transmittal must comply with the 90-Day Maximum Waiting Period rule of the ACA.

Agreement and Authorization

The rates and coverages offered herein are subject to the terms and conditions of the HealthTrust Membership Agreement, the HealthTrust Bylaws and applicable Coverage Documents.

Note: This Transmittal is for informational purposes and not for signature. You will receive the final Transmittal for signature in March 2020.



Medical Rate Exhibit

Town of Deering

Rating Renewal: July

Rating Tier: Large

Rating Type: Combined

Current Benefit Option(s)	Enrollment Type	Enrollee Counts	7/19 Rates	7/20 GMR Rates	% Change
AB10IPDED(07L)-RX10/20/45/3K(L)	Single	2	\$818.37	\$835.56	2.1%
	2-Person	2	\$1,636.75	\$1,671.12	2.1%
	Family	5	\$2,209.61	\$2,256.01	2.1%
MC3(07L)-RX10/20/45(LCY)	Single	0	\$528.74	\$539.84	2.1%
MCNRX(07L)	Single	0	\$211.46	\$215.90	2.1%
Monthly Total		9	\$15,958.29	\$16,293.41	2.1%

Alternative Benefit Option(s): As you consider your benefit offerings for July 1, 2020, please refer to the sampling of Benefit Option(s) provided below. It is important to note that not all of the sample plans listed below can be offered along with your current Benefit Option(s). Your Benefits Advisor is available to help you select the plans that best meet your Group's needs and work within HealthTrust's underwriting guidelines.

Alternative Benefit Option(s)	Enrollment Type	7/20 GMR Rates
AB15IPDED(07L)-RX10/20/45/3K(L)	Single	\$792.41
	2-Person	\$1,584.83
	Family	\$2,139.52
ABSOS20/40/1KDED(07L)-RX10/20/45/5K(L)	Single	\$649.93
	2-Person	\$1,299.86
	Family	\$1,754.81

Ambulance Revolving Fund

Established 2006

Purpose: Ambulance Replacement, repair and operations; replacement and/or repair of equipment

	Amount
2019 Ending Balance Estimate	\$ 102,000
2020 Expenses	
2020 Per Diem Wages	\$ (30,000)
Power Stretcher	\$ (20,644)
Cardiac Monitor	\$ (35,822)
2020 Revenue	
2020 Comstar Billing Estimate	\$ 52,000
2020 Ending Balance Estimate	\$ 67,534

Notes

We did not use Ambulance Revolving Fund for wages in 2019. Total Per Diem Wages were \$58,687 from Operating Budget

Per Diem wages budget \$90k = \$60k operating & \$30 Revolving Fund. Need a policy or accounting procedure, which budget to use first.

\$17 per/hr 100 hrs/wk for 52 weeks \$ 88,400

What is the capital improvement plan for Ambulance vehicle replacement?



September 26, 2019

Dear AED Owner, Healthcare Value Analysis Professional, Clinical Engineer, Physician Prescriber, or Physician Supervisor:

To help ensure the quality and reliability of automated external defibrillator (AED) systems, the FDA has established more stringent regulatory requirements for AEDs and their accessories by requiring these devices to be FDA-approved. If your AED is not FDA-approved, the accessories necessary for your AED may no longer be supported by the manufacturer, and thus no longer available after **February 3, 2021**.

To ensure the availability of life-saving treatment with the AEDs in your facilities, we encourage you to ensure that your AED is FDA-approved and if it is not, begin making plans to transition to an FDA-approved AED. To assist you, these are the steps the FDA recommends that you take.

1. **Check the list of FDA-approved AEDs on the Automated External Defibrillators (AEDs) webpage on FDA.gov to see if your AED is FDA-approved.**
2. **If your AED is not listed, you should plan to transition to an FDA-approved AED system. Contact the manufacturer of your current AED to discuss your transition plans.**
3. **Ensure that you have compatible AED accessories to meet your needs until you transition to an FDA-approved AED. This is particularly important because AED accessories may require frequent replacement.**

AEDs can be highly effective in saving the lives of people suffering cardiac arrest when used in the first few minutes following collapse from cardiac arrest. **Given the importance of these devices in emergency situations, the FDA recommends you continue to keep your AED available for use until you obtain an FDA-approved AED.**

For a medical device to be FDA-approved, the manufacturer must obtain premarket approval. Approval is based on a determination that there is sufficient valid scientific evidence to demonstrate a reasonable assurance of safety and effectiveness. In 2015, the FDA published a final order describing concerns about adverse event reports and product recalls for AED systems, and concluded that AED systems and necessary AED accessories require more FDA oversight. The final order established the requirement for premarket approval for all AEDs and necessary accessories.

(<https://www.federalregister.gov/documents/2015/02/03/2015-02049/effective-date-of-requirement-for-premarket-approval-for-automated-external-defibrillator-systems>).

The FDA will continue to update the list of FDA-approved AEDs on the Automated External Defibrillators (AEDs) page on FDA.gov.



FDA U.S. FOOD & DRUG
ADMINISTRATION

If you have questions about this communication, please contact the Division of Industry and Consumer Education (DICE) at DICE@FDA.HHS.GOV 800-638-2041 or 301-796-7100.

Sincerely,

/s/

William Maisel, MD, MPH

Director

Office of Product Evaluation and Quality

Center for Devices and Radiological Health

U.S. Food and Drug Administration



Robert L. Quinn
Commissioner

State of New Hampshire Department of Safety

Division of Fire Standards and Training & Emergency Medical Services
Richard M. Flynn Fire Academy
98 Smokey Bear Boulevard, Concord, New Hampshire
Mailing Address: 33 Hazen Drive, Concord, New Hampshire 03305-0002

Richard C. Bailey, Jr. and Perry Plummer
Assistant Commissioners



Deborah A. Pendergast
Director

CLINICAL BULLETIN

Bulletin #	Title			Date Issued
56	Multi-Function Cardiac Monitor in AED Mode			July 1, 2019
Superseded	Released By	Approved By	Source	
#55	Justin Romanello, Chief	Joey Scollan, DO		

UPDATE!

The Division of Fire Standards and Training & Emergency Medical Services recently made all services and providers in the State aware of a potential shortcoming with the use of "multi-function cardiac monitors" in AED mode.

In AED mode the device will only deliver adult energy dosages to patients, including pediatric patients less than eight (8) years of age, regardless of whether adult or pediatric electrodes are being utilized. In addition there is no compatibility with AED pediatric electrodes (that attenuate energy) and the "multi-function cardiac monitor". Pediatric electrodes that are used with "multi-function cardiac monitors" are merely smaller in size to correlate to a smaller patient and do not attenuate energy.

Since the last update the Division has been contacted by Zoll and the information that was previously confirmed by them is incorrect. The "R" and the "X" Series Multi-Function Cardiac Monitors are capable of delivering pediatric doses in AED mode. Both Phillips and Stryker (Physio Control) Multi-Function Cardiac Monitors remain at only being capable of delivering Adult energy in AED. The Division will continue to monitor the situation and encourage all departments and agencies providing EMS services in the State of New Hampshire to immediately take the following actions into consideration.

- If you are currently using any "Multi-Function Cardiac Monitor" in AED Mode, have a local plan to properly address patients requiring less than adult levels of energy during defibrillation (all pediatric patients).
- Ensure that the appropriate electrodes are with the intended piece of equipment. Pediatric attenuating electrodes are only to be used with AEDs and non-attenuating pediatric electrodes are only to be used with "multi-function cardiac monitors".
- As a reminder, New Hampshire Patient Care Protocols state, *if pediatric AED pads are unavailable, providers may use adult AED pads, provided the pads do not overlap.*

Bureau of Emergency Medical Services Bureau of Fire Training and Administration
Business: (603) 223-4200 Toll Free: 1-800-371-4503 Fax: (603) 271-1091
<http://www.nh.gov/safety/divisions/fstems/>

JJJ Stretchers INC
1628 East Elizabeth Ave
Linden, NJ 07036
(908) 379-9082
jjjmedical@gmail.com

ADDRESS

Deering Fire And Rescue
120 Old COuntry Rd
Deering, NH

SHIP TO

Deering Fire And Rescue
120 Old COuntry Rd
Deering, NH

Estimate 2312**DATE 10/07/2019****EXPIRATION DATE 10/14/2019****SHIP DATE**
10/07/2019**SHIP VIA**
Freight**TRACKING NO.**
D6**PO NUMBER**
RS**TAG NUMBER**
0558

ACTIVITY	QTY	RATE	AMOUNT
Stryker Power Pro XT 700 LBS Capacity Ambulance Cot - 7.8 Hours / Expert and Extensive Cosmetic and Mechanical Refurb - Includes New Stryker Mattress / New Patient Restraints/ 6 New Wheels / New Backrest Shock / New Power buttons / New sticker kit / Replaced Upper rails / Replaced Lower Rails / New Electric Motor / New Internal Leg Bearings / New Hydraulic Hoses / New leg Guards / 2 New Batteries / 1 New Charger	1	9,995.00	9,995.00

SUBTOTAL 9,995.00**SHIPPING** 165.00**TOTAL** **\$10,160.00**

Accepted By

Accepted Date



877.733.0911
www.Ferno.com

Quote Prepared For Our Valued Customer:
Deering Fire Rescue

Account ID:	Quote #: 3223	
Customer Contact:	Billing Address:	Shipping Address:
Daniel Gorman	Deering Fire Rescue	Deering Fire Rescue
	762 Deering Center Rd	762 Deering Center Rd
	Deering, NH	Deering, NH
	03244	03244
Terms:	Valid Until: 12/31/2018	Freight Quote #: ESTES Carrier: Truck #47040
		FOB Origin: TBD

Your Sales Representative is:

Danny Bradbury
d.bradbury@ferno.com
(339) 203-5715

Your Customer Service Contact is:

Rhonda Woodgeard
r.woodgeard@ferno.com
(877) 733-0911

Quantity	Item #	Product	Customer Price
1	0015807	POWER X1	\$ 11,156.59
1	1408003	SURFACE EXTENDERS	\$ 1,495.04
1	1408006	SHOCK FRAME WITH KNEE GATCH OPTION, KNEE GATCH LEGREST	\$ 567.94
1	1408015	DIRECTIONAL WHEEL LOCKS	\$ 595.68
1	0822482	STO-NET LOAD FRAME	\$ 107.31
1	0822485	HEAD END OXYGEN BOTTLE HOLDER	\$ 140.16
1	1590160	3 STAGE IV POLE IV POLE, POWERX1 (LAIV-3SPX1)	\$ 271.56
1	1408017	175 RAIL & ANTLER COMPATIBILITY	\$ 0.00
1	7000215	SA-POWER X1 ESSENTIAL PLAN, 5Y SA-POWER X1 ESSENTIAL PLAN, 5Y	\$ 4,466.47
1	7000225	SA-POWER X1 PREMIUM PLAN, 5Y SA-POWER X1 PREMIUM PLAN, 5Y	\$ 5,405.62

Hard Copy PO Required? ☐ Yes ☐ No

Approval: _____

Printed Name

Signature

Credit Card: _____

Secure Code: _____ Exp: _____

Comments:

Subtotal: \$ 24,206.37

Sales Tax: \$ 0.00

Shipping Quote: \$ 217.58

Your Price: \$ 24,423.95



Power Pro Cot

Quote Number: 10060046
Version: 1
Prepared For: DEERING FIRE DEPT
Attn:

Remit to: P.O. Box 93308
Chicago, IL 60673-3308
Rep: Matthew Lampen
Email: matthew.lampen@stryker.com
Phone Number:

Quote Date: 12/16/2019
Expiration Date: 03/15/2020

Delivery Address		End User - Shipping - Billing		Bill To Account	
Name:	DEERING FIRE DEPT	Name:	DEERING FIRE DEPT	Name:	DEERING FIRE DEPT
Account #:	1245413	Account #:	1245413	Account #:	1245413
Address:	762 DEERING CENTER RD	Address:	762 DEERING CENTER RD	Address:	762 DEERING CENTER RD
	HILLSBORO		HILLSBORO		HILLSBORO
	New Hampshire 03244-6509		New Hampshire 03244-6509		New Hampshire 03244-6509

Equipment Products:

#	Product	Description	Qty	Sell Price	Total
1.0	6506000000	Power-PRO XT	1	\$15,331.68	\$15,331.68
1.1	6085033000	PR Cot Retaining Post			
1.2	7777881669	3 Yr X-Frame Powertrain Wrnty			
1.3	7777881670	2 Yr Bumper to Bumper Warranty			
1.4	6506026000	Power Pro Standard Components			
1.5	6500002030	G-RATED RESTRAINT PACKAGE			
1.6	0054030000	DOM SHIP (NOT HI, AK, PR, GM)			
1.7	650606160000	ONE PER ORDER, MANUAL, ENG OPT			
1.8	6085031000	Trendelenburg			
1.9	6506037000	No Steer Lock Option			
1.10	6092036018	J Hook			
1.11	6506029000	Non Power-Load Compatible			
1.12	6500028000	120V AC SMRT Charging Kit			
1.13	6506034000	G-Rated Mattress			
1.14	6506031000	Siderail Option			
1.15	6085046000	Retractable Head Section O2			
1.16	0054200994	NO RUNNER			
1.17	6500316000	3 Stage IV Pole PL Option			
1.18	6506012003	STANDARD FOWLER			
1.19	6500128000	Head End Storage Flat			



Power Pro Cot

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Rep: Matthew Lampen
Email: matthew.lampen@stryker.com
Phone Number:

Quote Date: 12/16/2019
Expiration Date: 03/15/2020

#	Product	Description	Qty	Sell Price	Total
1.20	6500147000	Equipment Hook			

Equipment Total: \$15,331.68

ProCare Products:

#	Product	Description	Qty	Sell Price	Total
2.1	71011PT	Prevent (no batts) - Power Cot - TOS for Power-PRO XT	1	\$4,815.00	\$4,815.00
3.1	77100ST	PM Only - Power Cot - TOS for Power-PRO XT	1	\$498.00	\$498.00

ProCare Total: \$5,313.00

Price Totals:

Grand Total: \$20,644.68

Prices: In effect for 60 days.

Terms: Net 30 Days

Ask your Stryker Sales Rep about our flexible financing options.

AUTHORIZED CUSTOMER SIGNATURE

Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule.

Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker's prior written approval, except as may be requested by law or by lawful order of any applicable government agency.

Terms: Net 30 days. FOB origin. A copy of Stryker Medical's standard terms and conditions can be obtained by calling Stryker Medical's Customer Service at 1-800-Stryker.

In the event of any conflict between Stryker Medical's Standard Terms and Conditions and any other terms and conditions, as may be included in any purchase order or purchase contract, Stryker's terms and conditions shall govern.

Cancellation and Return Policy: In the event of damaged or defective shipments, please notify Stryker within 30 days and we will remedy the situation. Cancellation of orders must be received 30 days prior to the agreed upon delivery date. If the order is cancelled within the 30 day window, a fee of 25% of the total purchase order price and return shipping charges will apply.

**LP-15**

Quote Number: 10059998
 Version: 1
 Prepared For: DEERING FIRE DEPT
 Attn:

Remit to: P.O. Box 93308
 Chicago, IL 60673-3308
 Rep: Matthew Lampen
 Email: matthew.lampen@stryker.com
 Phone Number:

Quote Date: 12/16/2019
 Expiration Date: 03/15/2020

Delivery Address

Name: DEERING FIRE DEPT
 Account #: 1245413
 Address: 762 DEERING CENTER RD
 HILLSBORO
 New Hampshire 03244-6509

End User - Shipping - Billing

Name: DEERING FIRE DEPT
 Account #: 1245413
 Address: 762 DEERING CENTER RD
 HILLSBORO
 New Hampshire 03244-6509

Bill To Account

Name: DEERING FIRE DEPT
 Account #: 1245413
 Address: 762 DEERING CENTER RD
 HILLSBORO
 New Hampshire 03244-6509

Equipment Products:

#	Product	Description	Qty	Sell Price	Total
1.0	99577-001957	LIFEPAK 15 V4 Monitor/Defib - Manual & AED, Trending, Noninvasive Pacing, SpO2, SpCO, NIBP, 12-Lead ECG, EtCO2, BT.	1	\$28,528.00	\$28,528.00
2.0	41577-000288	Ship Kit -QUIK-COMBO Therapy Cable; 2 rolls100mm Paper; RC-4, Patient Cable, 4ft.; NIBP Hose, Coiled; NIBP Cuff, Reusable, adult; 12-Lead ECG Cable, 4-Wire Limb Leads, 5ft; 12-Lead ECG Cable, 6-Wire Precordial attachment	1	\$0.00	\$0.00
3.0	21330-001176	LP 15 Lithium-ion Battery 5.7 amp hrs	3	\$392.78	\$1,178.34
4.0	11140-000072	LP15 AC Power Adapter (power cord not included)	1	\$1,410.40	\$1,410.40
5.0	11140-000015	AC power cord	1	\$68.06	\$68.06
6.0	11171-000082	Masimo™;RC Patient Cable - EMS, 4 FT.	1	\$364.90	\$364.90
7.0	11171-000049	Masimo™Rainbow™ DCI Adult Reusable SpO2, SpCO, SpMet Sensor, 3 FT. For use with RC Patient Cable.	1	\$524.80	\$524.80
8.0	11171-000046	Masimo™M-LNCS® DCI, Adult Reusable SpO2 only Sensor. For use with RC Patient Cable.	1	\$246.82	\$246.82
9.0	11171-000047	Masimo™M-LNCS® DCIP, Pediatric Reusable SpO2 only Sensor. For use with RC Patient Cable.	1	\$246.82	\$246.82
10.0	21300-008159	LIFEPAK 15 NIBP Straight Hose, 6'	1	\$52.48	\$52.48
11.0	11160-000011	NIBP Cuff-Reusable, Infant	1	\$18.04	\$18.04
12.0	11160-000013	NIBP Cuff-Reusable, Child	1	\$20.50	\$20.50
13.0	11160-000017	NIBP Cuff -Reusable, Large Adult	1	\$27.88	\$27.88
14.0	11160-000019	NIBP Cuff-Reusable, Adult X Large	1	\$40.18	\$40.18
15.0	11577-000002	LIFEPAK 15 Basic carry case w/right & left pouches; shoulder strap (11577-000001) included at no additional charge when case ordered with a LIFEPAK 15 device	1	\$268.14	\$268.14



LP-15

Quote Number: 10059998
Version: 1
Prepared For: DEERING FIRE DEPT
Attn:

Remit to: P.O. Box 93308
Chicago, IL 60673-3308
Rep: Matthew Lampen
Email: matthew.lampen@stryker.com
Phone Number:

Quote Date: 12/16/2019
Expiration Date: 03/15/2020

#	Product	Description	Qty	Sell Price	Total
16.0	11220-000028	LIFEPAK 15 Carry case top pouch	1	\$48.38	\$48.38
17.0	11260-000039	LIFEPAK 15 Carry case back pouch	1	\$68.88	\$68.88
18.0	99425-000023	LIFEPAK 1000 Graphical Display w/Carrying Case. Incl at N/C: Battery (11141-000156), Carrying Case Strap (11425-000012), QUIK-COMBO REDI-PAK Electrodes (2 pair per unit) (11996-000017) & Operating Instructions (26500-003457)	1	\$2,279.60	\$2,279.60
19.0	41425-000034	Ship Kit - Literature, LP1000, W RCHG, English	1	\$0.00	\$0.00
20.0	11101-000017	Infant/Child Reduced Energy Defibrillation Electrode Starter Kit	1	\$158.26	\$158.26
Equipment Total:					\$35,550.48

ProCare Products:

#	Product	Description	Qty	Sell Price	Total
21.1	78000010	Protect Plus Batteries (Onsite) for LIFEPAK 15 V4 Monitor/Defib - Manual & AED, Trending, Noninvasive Pacing, SpO2, SpCO, NIBP, 12-Lead ECG, EtCO2, BT.	1	\$5,400.00	\$5,400.00
ProCare Total:					\$5,400.00

Price Totals:

Grand Total: \$40,950.48

Prices: In effect for 60 days.

Terms: Net 30 Days

Ask your Stryker Sales Rep about our flexible financing options.



LP-15

Quote Number: 10059998

Version: 1

Prepared For: DEERING FIRE DEPT

Attn:

Remit to: P.O. Box 93308

Chicago, IL 60673-3308

Rep: Matthew Lampen

Email: matthew.lampen@stryker.com

Phone Number:

Quote Date: 12/16/2019

Expiration Date: 03/15/2020

AUTHORIZED CUSTOMER SIGNATURE

Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule.

Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker's prior written approval, except as may be requested by law or by lawful order of any applicable government agency.

Terms: Net 30 days. FOB origin. A copy of Stryker Medical's standard terms and conditions can be obtained by calling Stryker Medical's Customer Service at 1-800-Stryker.

In the event of any conflict between Stryker Medical's Standard Terms and Conditions and any other terms and conditions, as may be included in any purchase order or purchase contract, Stryker's terms and conditions shall govern.

Cancellation and Return Policy: In the event of damaged or defective shipments, please notify Stryker within 30 days and we will remedy the situation. Cancellation of orders must be received 30 days prior to the agreed upon delivery date. If the order is cancelled within the 30 day window, a fee of 25% of the total purchase order price and return shipping charges will apply.



TO: Deering Fire
 762 Deering Center Road
 Deering, NH 03244

Attn: **Deb Bohlig**

Tel: 603- 529-4303

ZOLL Medical Corporation

Worldwide Headquarters
 269 Mill Rd
 Chelmsford, Massachusetts 01824-4105
 (978) 421-9655 Main
 (800) 348-9011
 (978) 421-0015 Customer Support
 FEDERAL ID#: 04-2711626

QUOTATION 320266 V:2

DATE: December 13, 2019

TERMS: Net 30 Days

FOB: Shipping Point

FREIGHT: Prepay and Add

ITEM	MODEL NUMBER	DESCRIPTION	QTY.	UNIT PRICE	DISC PRICE	TOTAL PRICE
1	601-2231011-01	<p>X Series ® Manual Monitor/Defibrillator \$14,995 with 4 trace tri-mode display monitor/ defibrillator/ printer, comes with Real CPR Help®, advisory algorithm, advanced communications package (Wi-Fi, Bluetooth, USB cellular modem capable) USB data transfer capable and large 6.5" (16.5cm) diagonal screen, full 12 ECG lead view with both dynamic and static 12-lead mode display.</p> <p>Accessories Included:</p> <ul style="list-style-type: none"> • MFC cable • MFC CPR connector • A/C power adapter/ battery charger • A/C power cord • One (1) roll printer paper • 6.6 Ah Li-ion battery • Carry case • Declaration of Conformity • Operator's Manual • Quick Reference Guide <p>• One (1)-year EMS warranty</p> <p>Advanced Options: Real CPR Help Expansion Pack \$995 CPR Dashboard quantitative depth and rate in real time, release indicator, interruption timer, perfusion performance indicator (PPI) • See - Thru CPR artifact filtering</p>	1	\$40,020.00	\$32,016.00	\$32,016.00 *

To the extent that ZOLL and Customer, or Customer's Representative have negotiated and executed overriding terms and conditions ("Overriding T's & C's"), those terms and conditions would apply to this quotation. In all other cases, this quote is made subject to ZOLL's Standard Commercial Terms and Conditions ("ZOLL T's & C's") which for capital equipment, accessories and consumables can be found at <http://www.zoll.com/GTC> and for software products can be found at <http://www.zoll.com/SSPTC> and for hosted software products can be found at <http://www.zoll.com/SSHTC>. Except in the case of overriding T's and C's, any Purchase Order ("PO") issued in response to this quotation will be deemed to incorporate ZOLL T's & C's, and any other terms and conditions presented shall have no force or effect except to the extent agreed in writing by ZOLL.

Ryan Shaughnessy
 Territory Manager
 508-922-0632

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2. PRICES QUOTED ARE VALID UNTIL DECEMBER 31, 2019.
3. APPLICABLE TAX, SHIPPING & HANDLING WILL BE ADDED AT THE TIME OF INVOICING.
4. ALL PURCHASE ORDERS ARE SUBJECT TO CREDIT APPROVAL BEFORE ACCEPTABLE BY ZOLL.
5. FORWARD PURCHASE ORDER AND QUOTATION TO ZOLL CUSTOMER SUPPORT AT esales@zoll.com OR FAX TO 978-421-0015.
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7. PLACE YOUR ACCESSORY ORDERS ONLINE BY VISITING www.zollwebstore.com.



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		ZOLL Noninvasive Pacing Technology: \$2,550 Masimo Pulse Oximetry SP02 & SpCO \$4,540 <ul style="list-style-type: none">• Signal Extraction Technology (SET)• Rainbow SET (for SpCO & SpMet) NIBP Welch Allyn includes: \$3495 <ul style="list-style-type: none">• Smartcuff 10 foot Dual Lumen hose• SureBP Reusable Adult Medium Cuff End Tidal Carbon Dioxide monitoring (ETCO2) \$4,995 Oridion Microstream Technology: Order required Microstream tubing sets separately Interpretative 12- Lead ECG: \$8,450 <ul style="list-style-type: none">• 12-Lead one step ECG cable- includes 4- Lead limb lead cable and removable precordial 6- Lead set				
2	8000-0341	SpO2/SpCO/SpMet Rainbow Resuable Patient Cable: Connects to Single Use Sensors (4 ft)	1	\$245.00	\$196.00	\$196.00 *

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ITEM	MODEL NUMBER	DESCRIPTION	QTY.	UNIT PRICE	DISC PRICE	TOTAL PRICE	
3	8000-000371	SpO2/SpCO/SpMet Rainbow DCI Adult Reusable Sensor with connector (3 ft)	1	\$845.00	\$676.00	\$676.00	*
4	8000-0895	Cuff Kit with Welch Allyn Small Adult, Large Adult and Thigh Cuffs	1	\$157.50	\$126.00	\$126.00	*
5	8000-0580-01	Six hour rechargeable Smart battery	1	\$519.75	\$415.80	\$415.80	*
6	REUSE-09-2MQ	Cuff, Child, 2-Tube, Twist lock connector	1	\$52.50	\$42.00	\$42.00	*
7	8778-0107	4 Year Extended Warranty At Time of Equipment Sale (Depot).	1	\$3,550.00	\$3,550.00	\$3,550.00	
8	5001-9927	ZOLL E Series w/Pacing, 12 lead + 2 parameters Trade-In	1		(\$1,500.00)	(\$1,500.00)	**

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ITEM	MODEL NUMBER	DESCRIPTION	QTY.	UNIT PRICE	DISC PRICE	TOTAL PRICE
		<p>**Trade value guaranteed only through December 31, 2019.</p> <p>**Trade-In Value valid if all equipment purchased is in good operational and cosmetic condition, and includes all standard accessories.</p> <p>Customer assumes responsibility for shipping trade-in equipment to ZOLL Chelmsford within 60 days of receipt of new equipment. Customer agrees to pay cash value for trade-in equipment not shipped to ZOLL on a timely basis.</p> <p>*Reflects Discount Pricing.</p>				

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TOTAL \$35,521.80

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TOWN OF DEERING
Board of Selectmen
762 Deering Center Road
Deering, NH 03244

REQUEST FOR QUOTE
Town Hall Chimney Repair
January 2, 2020

The Town of Deering, NH is seeking requests for proposals to repair the chimney on the Town Hall Building. The chimney may be inspected for specifications at the Town Hall at 762 Deering Center Rd. Please contact Diane Kendall 603-464-3248 or email administrator@deering.nh.us for appointment to inspect.

The Town reserves the right to accept and/or reject any and or all proposals submitted, and to request additional information from any and/or all respondents. Furthermore, the quote selected will be from the respondent which, in the opinion of the Selectmen, submits the proposal that best meets the needs of the Town. Trade Contractor shall furnish certificates of Insurance and applicable endorsements to Contractor before Trade Contractor commences any work.

Bids will be accepted until January 30, 2020 at 4:00pm

Interested parties may contact Interim Town Administrator, Diane Kendall at 603-464-3248 or email administrator@deering.nh.us

Quotes may be sent by mail or delivered in person to:

Town Administrator
Town of Deering
762 Deering Center Rd
Deering, NH 03440

Outside of envelope "CHIMNEY"