

TOWN OF WILTON BUDGET COMMITTEE

Location: Wilton Town Hall: Court Room

FINAL MEETING MINUTES January 14, 2016 – 7 PM

Budget Committee Membership: Cary Hughes (Chair), Don Davidson (Vice-Chairman)(late), Dawn Tuomala (Secretary), Betsy Castro, Harry Dailey, Joyce Fisk, Donna Pucciarello

Wilton Selectmen: Rick Swanson (Chairman), Kermit Williams and Bill Condra

Participating Towns of: Lyndeborough
Temple
Mason
Greenville

Town of Lyndeborough: Mark P Schultz, Lee Mayhew; Selectmen Rep.; Budget Committee: Burton Reynolds, Peter Dollar; Russ Beland, Town Administrator

Town of Temple: George Willard; Ken Cassie; Selectmen Reps.; Gary Scholl BAE

Town of Greenville: Town Administrator, Kelly Collins

Town of Mason: Selectmen: Charles Moser

Attendance: Steve Elliott, DPW Director; Chief Gary Zirpolo

1. Chairman Hughes called the meeting to order at 7:00 PM and welcomed everyone to the meeting.

Chairman Hughes welcomed everyone to participating Town meeting for the Recycling Center and the Ambulance.

2. Recycling Center

Mr. Elliott stated that the budget remains flat from last year. Unfortunately, the price of the commodities has dropped through the floor and is at a 6 year low. Presently income stands at about \$85,000 but there is another \$16,000 that should be in shortly from sales made in December. Knowing the commodities would be down for the year he has kept the expenses as low as possible. Insurances will be increasing this year as will the fees for television removal. Other items included in this line item are florescent bulbs, batteries etc. which have driven the prices up. They are reluctant to raise the drop off fees too high otherwise we find the items beside the road but this will be reviewed again.

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Mr. Elliott explained that under the building repairs they have encumbered the \$2,000 for the purchase of new windows and doors, adding \$4,000 this year for fixing the stairs and insulating should improve the office area. The water service will be increased this year as Wilton Water Works has increased their rates.

An analysis of the 2015 actual expenses verses the budgeted amount has resulted in a \$32,000 deficit. This is due partially to the fact that there was a \$70,000 surplus divided out amongst the Towns last year resulting in a reduction of payments for each of the Towns. Secondly, the revenues anticipated for last year were \$100,000 and this year due to the pricing of the commodities has been reduced to \$75,000. This results in a significant increase to every participating Town for this year. In order to avoid this in the future and to keep the expenses more in line every year, Wilton will be looking at creating a Revolving Fund that can be set up to put any surplus into so that each Town will be paying for the actual expenses each year. This should help to even out the payments without having the very wide differences we have been experiencing in recent years. The account can then be used to offset the purchase of capital items or improvements to the facility or to help in years like this when there is a deficit.

Mr. Elliott went through various commodities pricing and then described the upcoming need for new bailers, skid steers, possible purchase of scales and the repaving of the facility. In 2017 the facility should be repaved to eliminate the pot holes. Pricing is being reviewed and a Capital Improvements Plan will be set up during the upcoming year. Mr. Elliott stated that if the Highway Department receives the backhoe at Town Meeting then their present backhoe will replace the current one at the Recycling Center. This will not result in any costs to any other Town.

Kelly Collins, Administrator for the Town of Greenville stated that the Town is very upset with the large yearly fluctuations and will be looking into going with a private company that will be under construction come June this year. If this happens then the Town of Greenville will be giving their 6 month notice to the Town of Wilton and will no longer be participating in Wilton's Recycling program. She continued explaining that they sent out a survey and found that 60% of the residents of the Town are paying for their own curb side pickup instead of coming to Wilton.

Questions were asked about dumpster hauling and compacting costs; the analysis hasn't been done for this year yet until all of the figures come in.

3. Ambulance

Chief Zirpolo reviewed the ambulance budget for the year. Beginning with the revenues, Comstar has exceeded the estimate by \$20,000 this year. This was due to the diligence of the staff making sure that they get all of the insurance information so that it can be put in. Many of the surrounding Towns have been experiencing large reductions in their income. The tuition line will be reduced this year due to the fact that Paramedics no longer need as many certifications. The paramedic course review was a larger source of revenue than just providing CPR classes to different organizations.

Chief Zirpolo stated that all of the salary lines have been increased as the Town of Wilton has done an analysis indicating that the Ambulance personnel are underpaid from others in the area. If the wages are taken out of the equation than the rest of the budget is down 2.3%. There has also been a change between the EMT line and the Intermediate as 3 of the people

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will be taking the test this year to advance their positions. This will have an impact on the amount from each line item.

Mr. Dailey described the pay and grade scale chart that will now be used to fairly assess where each person should be according to their level whether that is an EMT, Intermediate or a Paramedic and how long they have been working in the field. Someone newly certified will be making less than someone who has been working for 15 to 20 years. It has been found that we are at the bottom of the pay scale for a service of our size and that we can't get experienced personnel in due to the low wages paid. Mr. Dailey stated that the Selectmen will be the ones to make the final decision on wages and that after the increase we will then be within the upper third for wages.

There was then discussion about the supervisor's salary and the amount of hours that are on a particular shift. There were also questions regarding how many times there is a call for the second ambulance. If there is no one available for the second ambulance then it goes to Mutual Aide where Milford or New Boston would respond. This has only occurred 2 times in the last 4 years. There is no fee for calling mutual aide. Chris Carter asked about the percentage of calls between each town and that has not been calculated at this point but it was felt that it is close to the percentages as are broken out for each town.

Chief Zirpolo described the changes that will be occurring to the building this year. In order to save heating fuel they plan on replacing the duct work that is over 40 years old and made of a cardboard material. There is only one line that also includes the garage and the living space. This allows any fumes from the garage area to travel into the training/living area. Most of the heat goes into the garage and none to the training room. They are proposing to put a propane heater in the garage along and separate the 2 units.

The third line for the telephone was set up for the alarm system so it has increased the telephone line item. The uniform line is proposed to increase as new shirts need to be purchased. Under the CIP monies are going to be put into the Capital Reserve fund for the cardiac monitors. The Town of Lyndeborough usually puts their \$10,000 into the Capital Reserve Fund and the Town of Temple waits until the item is to be purchased. Right now the plan is to purchase one in the year 2018 after the contract runs out. The second one would be purchased in the year 2023. This will separate the costs out by purchasing one every 5 years instead of purchasing them together. They have a life expectancy of about 10 years.

Questions were asked about the use of the second ambulance. Chief Zirpolo explained that he alternates the vehicles during the month to keep the mileage down on both instead of putting all of the miles on one vehicle. The vehicles are replaced every 12 to 13 years. The next purchase will be in the year 2020. Next year money will start being put aside for the next ambulance purchase.

4. Public Questions/Comments – none

Chairman Hughes thanked everyone for coming out tonight.

5. Minutes Review and Approval – January 7, 2016

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Page 2 line 49 add recommended pay to both the Director and the Children's Librarian.
Page 4 line 34 change cruiser to SUV

Motion was made by Mr. Dailey to accept the minutes of January 7, 2016 as amended; seconded by Ms. Fisk; 4 in favor; 2 abstentions (Mr. Davidson & Mr. Swanson); motion passes.

6. Other Business

The Committee needs to review each budget again to reduce the bottom line. There has been a very large increase so for the next 2 Thursday nights each budget and the CIP will be reviewed. The proposal is to have a meeting on January 30, 2016 at 9 AM to review and approve each line item. This usually takes about 3 to 3.5 hours of time.

7. Adjournment

The next meeting will be on January 21, 2016 at 7:00 PM at the Wilton Town Hall.

A motion was made to adjourn the meeting by Ms. Castro and seconded by Mr. Dailey; all in favor. The Budget Committee was adjourned at 8:23 PM.

Respectfully Submitted,

Dawn Tuomala, Secretary