

Lyndeborough Town Budget Committee Meeting Minutes – 4 December 2007

Attendees Included:

**Burton Reynolds
Karen Grybko
James Button
Don Guertin
Michael Decubelis
Kevin Boette
Bruce Houston
Lorraine Strube
Neal Cass**

Budgets Reviewed included:

**Fire Department
Government Buildings
CIP**

Fire Department:

- Telephone changed slightly, due to elimination of pagers, and adding 1 cell phone for on-call officer
- KMA Dispatch – Basis of cost is population and equalized assessment
- Fire Grants - \$4,000 may drop out of budget if we are notified we aren't getting the grant
- Dues & Association – Budget now covers Explorer dues, which also covers liability insurance; KMA Association provides training benefits, as well as a quarterly news letter
- HAZMAT Annual Dues – A grant previous paid this line item. No longer being paid via grant, hence the \$500 budget increase for '08
- Dumpster Services – Town is looking at getting a joint (larger) dumpster, which would be located at the town barn, but left the budget line here for a separate dumpster for now
- Reimbursement – Selectmen added a 2% COLA to this budget line for '08
- Consumable Materials – Mainly covers class "B" foam purchase
- Equipment Repair – Most of the \$ in this line item are for the annual flow test of air packs, which is a NFPA requirement
- Scheduled Equipment Replacement – This line item covers 2 complete sets of equipment, including turnout gear, and pagers
- Turnout Gear Cleaning – This covers the cleaning and repair of existing turn out gear
- New Equipment – Pagers and Turn out gear moved from this line item to Scheduled equipment replacement line above; also, planned replacement of K-12 saw is in this line; Chappell's has offered a 5-10% municipal discount to the town for this purchase
- Dry Hydrant – This line item now includes the installation costs for the hydrant (not just the hardware/materials); the Fire Dept used to install them, but they do not have the time nor the proper equipment to do it

- **Forest Fires – Discussion about accounting for Forest Fire pay/reimbursement**
- **Training – Lower for '08 due to fewer personnel taking training courses than in '07; it was noted that EMT Re-certification is covered under the ambulance service**
- **Truck Maintenance – '08 budget up from '07 due to adding pump service for each truck + the additional required maintenance for the new trailer/OHRV**
- **Radio Maintenance – This line primarily to cover pager shipping costs – (repair covered in most cases under warranty)**

Government Buildings:

- **Wages – Citizen's Hall – '08 budget down from '07 – Highway Dept now handles trash removal**
- **Citizen's Hall – Custodial – Purchase vs. clean/replace service mats – it was found cheaper to purchase them rather than pay for the service**
- **Citizen's Hall – Heating Fuel – Usage is down, but price per gal. is up**
- **Center Hall – Alarm – The committee felt that it would be better to wait on installing the alarm until we know what renovations/repairs are to be done; The \$2,000 was moved to General Repairs line**
- **Center Hall General Repairs – The committee felt that a site plan needs to be done to assess what needs to be done to bring the building back to where it should be**
- **Wages – Grounds – This line item now includes mowing, shoveling, for town buildings and properties; there was a question raised about whether it would be better to contract this out, which Neal Cass was to look into (but likely it will not be cheaper, was the consensus)**

Capital Improvement Plan (CIP)

- **Administrator Darling recommended that we purchase a smaller 4WD as the standard police vehicle X2 (vs. 1 of each, the 4WD and the Crown Victoria)**
- **Backhoe line item for 2008 went from #145K to 85K – need is for smaller unit**
- **An issue was raised that we may need to re-name the Ambulance Replacement CIP account, depending on what happens with the Ambulance going forward**