

TOWN OF DEEP RIVER
Board of Finance
Regular Meeting Minutes
Tuesday February 27, 2018

The Board of Finance convened its Regular Meeting at the Deep River Town Hall on Tuesday February 27, 2018. Meeting called to order by George Eckenroth, Chairman, at 7:31 PM. Members present: Carmela Balducci, Bill Ballsieper, Lori Guerette, Russ Marth, John Wichtowski. Also present: Angus McDonald, Duane Gates, Tom Lindner.

Approval of Minutes: on MOTION made by R. Marth, seconded by B. Ballsieper, to approve Regular Meeting Minutes of January 2018. Motion CARRIED unanimously.

Audience of Citizens: Tim Lee and other fire department and fire Commissioner members attended to discuss the possible replacement of Engine 5-5-3, a 1983 Pierce-Dash pumper. Questions from the Boards of Finance and Selectmen were presented to the fire department prior to this meeting. National Fire Protection Association (NFPA) gives recommendations as to when equipment needs to be replaced, equipment requirements, specifications for safety, vehicle reserve status vs first line status, and other regulations. The department no longer has a reserve pumper truck since a vehicle at the Winthrop station is currently not working due to the need for major engine repairs. The primary reason for vehicle replacement is staff safety, the cab of the 1983 can't be enclosed and updated, doesn't have safety equipment as recommended by NFPA including rollover bars, airbags, shoulder/lap seat-belts. Questioned if there is a possibility of vehicle refurbishment, refurbishment was considered not practical for either the 1983 or 1989 vehicles. The department has not discussed fund raising for a vehicle in recent years (though has purchased several smaller department vehicles in the past). Discussion of the number of calls historically responded to, averaging 15-20 calls each month, which vehicles and members respond to each type of call. Question concerning the number of department members and ability to staff the vehicles appropriately. It would need to be investigated to determine if the town ISO rating would be affected if the vehicle were retired from the fleet and not replaced. ISO aids in determining the insurance rates to residents. Question concerning possible department regionalisation of the three towns, the State is pushing towns towards county level regionalisation, the regionalisation conversation has begun with the Selectmen, however it will be a long process and the timing would not affect this purchase. Costs of maintenance and testing of all equipment, town budget line for maintenance. The potential cost for the new is approximately \$650,000, options to purchase a demonstration truck which may allow a savings of approximately \$75,000. Discussion of what a generator would be used for (as equipment which is desired for the new truck), several trucks currently have them for operation of equipment such as fans and lighting at a scene. Department priority of a new/renovated building versus new truck, certain members feel that the apparatus is more important than a new/renovated building, and the new vehicle will fit in the current house. Looking for funding to assist in the purchase of the vehicle, although there aren't any known grants for trucks to individual towns only regional departments, there are grants for equipment and gear which have been pursued in the past and will continue to be applied for.

Treasurer's report: T. Lindner presented Town Deposits Report for review, including increase of interest basis points at Farmington Bank. Noted second instalment of ECS funds were received in

January. Meeting with Essex Financial Services is scheduled for next week concerning town hall employees and fire department pension funds.

Correspondence: fire department annual banquet on Saturday March 17 and the Gelston House.

Monthly Budget Report Review: monthly report received for review.

Other Business: review of Cash Flow Projection summary, noted that the State is indicating that some funds which were included in the last approved State budget for the Town will not be received. Balances not yet received include Town Aid Road \$99,018, LOCIP \$57,668, Municipal Stabilisation Grant \$19,597, and Municipal Grant \$104,136. Noted that LOCIP is not a revenue but a reimbursement for work done, and would not be received until after the end of fiscal year 2017-2018 if those funds will even still be available. The Municipal Grant funds have not been received and may not be received. Recommendation to use funds from the UGF and Business Money Market fund if the town runs short financially at any time before the end of this fiscal year, may end the fiscal year with only \$50,000 surplus. The town is past the point of needing to borrow funding as discussed at the end of last year. It is undetermined if the schools will have any surplus, they are in a spending freeze but there are known unexpected expenditures. Discussion of building the UGF as part of the next fiscal year budget so we aren't faced with the same budget concerns in the future, and dependency on the State for funding.

Desire to have a member attend all school budget workshops to be able to report to the Boards, and potential to participate in the actual budget process. The schools budget workshops begin in December, the next scheduled workshop for DRES is Tuesday March 6, Region 4 public hearing Monday April 2 at 7 pm, and town referendum for Region 4 on Wednesday May 2.

Discussion of the Town audit being performed at this time, noted a regulation established two years ago which required the Town to disclose a post retirement health benefit which is paid 100% by the employee, the auditors fee of \$4,000 is for the preparation of the determination and adjustments to the fiscal reports for 2016-17 and 2017-18, the post retirement health benefit is approximately \$200,000 (paid 100% by the employee). J. Wichtowski made a MOTION, seconded by B. Ballsieper, to make the payment of \$4,000 to the auditors for the preparation of the determination and adjustments to the fiscal reports for 2016-17 and 2017-18. Motion CARRIED unanimously.

Discussion of workshop dates, starting Tuesday March 6 at 7:00 pm and each Tuesday for the months of March and April, determination will be made by the end of this week if the budget preparation materials will be ready for the first workshop next week. Determination of which departments to extend an invitation to discuss department budget expenditures, but not salary requests as these initially go through the Selectmen.

Recommendation of Selectmen: Recommendation to use funds from the UGF and Business Money Market fund if the town runs short at any time before the end of this fiscal year. No action required at this time.

Adjournment: on MOTION made by B. Ballsieper, seconded by C. Balducci, to adjourn at 8:50PM. Motion CARRIED unanimously.

Respectfully submitted:

Lori J. Guerette, CRA COA OCT-C
Vice-Chairman, Secretary
Board of Finance