

**TOWN OF CHESTERFIELD  
BUDGET COMMITTEE  
MEETING MINUTES  
FEBRUARY 6, 2018**

Present: Gary Winn, Chairman; Dan Cotter, Brad Roscoe, Selectboard Representative; Carole Wheeler, John Koopman, Cathy Harvey, School Board Representative; Chris Babcock, Spofford Fire Precinct Representative; Rick Cooper, Chesterfield Fire & Rescue Precinct, Steve Laskowski, George Goulet, Dave Smith and Bayard Tracy (arrived at 7:15 PM).

Absent: Doug Foster

*Carole moved to approve January 23<sup>rd</sup> minutes as amended. The motion was seconded by Chris and passed unanimously.*

*Chris moved to approve the February 3<sup>rd</sup> School Public Hearing minutes as amended. The motion was seconded by Rick and passed by majority. Dan abstained.*

Dan asked to vote by roll call.

**School -**

*Carole moved to recommend the operating budget of \$8,213,440. The motion was seconded by Steve. Gary, Dan, Brad, Carole, John, Cathy, Bayard, Chris, Rick, Steve, George and Dan voted Yes. The motion passed unanimously.*

Bayard requested a list of specific enrollment data and statistical information to be presented annually to the Budget Committee.

Article 3: To see if the District will vote to approve the cost items included in the collective bargaining agreement reached between the School Board and the Chesterfield Education Association which calls for the following increases in salaries and benefits at the current staffing level:

2018-19	\$33,689
2019-20	\$43,750
2020-21	\$42,245

And further to raise and appropriate the sum of \$33,689 for the current fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels in accordance with the most recent collective bargaining agreement.

*Dan moved to recommend Article 3. The motion was seconded by Rick.*

The Committee discussed the concessions in health care.

*Gary, Dan, Brad, Carole, John, Cathy, Bayard, Chris, Rick, Steve, George and Dan voted Yes. The motion passed unanimously.*

Article 4: To see if the District will vote to raise and appropriate the sum of \$28,500 for the purpose of purchasing and installing new bleachers in the gymnasium at the Chesterfield School, and further to authorize the withdrawal

of up to \$28,500 from the CRF established by the voters on March 5, 1994 for such a purpose, or to take any other action in relation thereto.

*Dan moved to recommend Article 4. The motion was seconded by Brad.*

The bleachers were found unsuitable by a State of NH inspection.

*Gary, Dan, Brad, Carole, John, Cathy, Bayard, Chris, Rick, Steve, George and Dan voted Yes. The motion passed unanimously.*

Article 5: To see if the District will vote to raise and appropriate the sum of \$35,000 for the purpose of upgrading the air/heating system in the gymnasium at the Chesterfield School, and further to authorize the withdrawal of up to \$35,000 from the CRF established by voters on March 5, 1994 for such purpose, or to take any other action in relation thereto.

*Brad moved to recommend Article 5. The motion was seconded by Rick. Gary, Dan, Brad, Carole, John, Cathy, Bayard, Chris, Rick, Steve, George and Dan voted Yes. The motion passed unanimously.*

Article 6: To see if the District will vote to raise and appropriate and authorize the School Board to transfer \$50,000 to be deposited in the CRF established by voters on March 5, 1994 for the purpose of major renovation/reconstruction of the school buildings and related costs, or to take any other action in relation thereto.

*Brad moved to recommend Article 6. The motion was seconded by Dan.*

There is paving for \$26,000 and a New Curtain for the Gymnasium for \$15,000 in the plan for next year.

*Gary, Dan, Brad, Carole, John, Cathy, Bayard, Chris, Rick, Steve, George and Dan voted Yes. The motion passed unanimously.*

Article 7: To see if the District will vote to raise and appropriate, and authorize the School Board to transfer \$10,000 to be deposited in the Special Education/High School Tuition Fund, established by voters on March 7, 1992 or to take any action in relation thereto.

*Brad moved to recommend Article 7. The motion was seconded by Carole.*

The balance in the fund is \$183,000. It would be used for a CAT aid move-in or large numbers of regular education move ins.

*Gary, Dan, Brad, Carole, John, Cathy, Bayard, Chris, Rick, Steve, George and Dan voted Yes. The motion passed unanimously.*

**Chesterfield Fire & Rescue Precinct –**

Article 4: To see if the Precinct will vote to raise and appropriate the sum of \$132,400 for the following purposes or act in any way related thereto:

Item	Recommended by Commissioners
Administrative Exp	\$ 1,200
Building Maintenance	\$ 2,500
Small Equipment	\$ 7,000
Small Equipment Repairs	\$ 2,500
Fire Prevention Program	\$ 200
Insurance	\$ 14,500

Training & Dues	\$ 6,000
Stipends & Other Related Exp	\$ 36,000
Worker's Compensation	\$ 3,000
Audit	\$ 2,400
Contracted Services	\$ 4,000
Rescue Supplies	\$ 2,000
Electricity	\$ 4,000
Heating Oil	\$ 4,920
Propane	\$ 2,500
Telephone	\$ 1,200
Gas & Diesel Fuel	\$ 3,000
Equipment Repairs & Maintenance	\$ 11,000
Hepatitis B, TB & Flu	\$ 1,500
Payment for Mutual Aid	<u>\$ 23,000</u>
Total	\$132,420

*Steve moved to recommend Article 4. The motion was seconded by Brad. Dan, Brad, Carole, John, Cathy, Bayard, Chris, Rick, Steve, George, Dave and Gary voted Yes. The motion passed unanimously.*

Article 5: To see if the Precinct will vote to raise and appropriate the sum of \$71,000 to be added to the already established Chesterfield Fire & Rescue Precinct Heavy Equipment Capital Reserve Fund;

*Dan moved to recommend Article 5. The motion was seconded by Brad. Dan, Brad, Carole, John, Cathy, Chris, Rick, Steve, George, Dave and Gary voted Yes. Bayard voted No. The motion passed by majority.*

Article 6: To see if the Precinct will vote to raise and appropriate the sum of \$11,000 to be added to the already established Chesterfield Fire & Rescue Precinct Small Equipment Capital Reserve Fund;

*Rick moved to recommend Article 6. The motion was seconded by Dan. Dan, Brad, Carole, John, Cathy, Bayard, Chris, Rick, Steve, George, Dave and Gary voted Yes. The motion passed unanimously.*

Article 7: To see if the Precinct will vote to raise and appropriate the sum of \$2,000 to be added to the already established Chesterfield Fire & Rescue Precinct Fire Pond Expendable Trust Fund;

*Dan moved to recommend Article 8. The motion was seconded by Brad. Dan, Brad, Carole, John, Cathy, Bayard, Chris, Rick, Steve, George, Dave and Gary voted Yes. The motion passed unanimously.*

Article 8: To see if the Precinct will vote to raise and appropriate \$32,250 for the purpose of purchasing and installing a generator for the Center Fire Station. Funding for this purchase up to \$32,250 to be raised from taxes, up to \$16,125 may come from the State of NH from a NHEMPG 50/50 Grant. This is a special warrant article per RSA 32:10 I(d).

*Rick moved to recommend Article 8. The motion was seconded by Chris. Dan, Brad, Carole, John, Cathy, Bayard, Chris, Rick, Steve, George, Dave and Gary voted Yes. The motion passed unanimously.*

Article 9: To see if the Precinct will vote to raise and appropriate \$3,500 to bury the propane tank for the generator and screen it from view. This article is contingent on the passage of Article 8. This is a special warrant article per RSA 32:10 I(d).

*Carole moved to recommend Article 9. The motion was seconded by Rick.*

The question was asked if Article 8 should pass and Article 9 fails. The response was that the Precinct would be negotiating with the Selectboard.

*Dan, Brad, Carole, John, Cathy, Bayard, Chris, Rick, Steve, George, Dave and Gary voted Yes. The motion passed unanimously.*

Article 10: To see if the Precinct will vote to raise and appropriate \$450,000 for the purpose of purchasing a pumper truck and equipment. Funding for this purchase will be from a Federal Grant up to \$309,524 and the balance up to \$140,476 to come from the Chesterfield Fire & Rescue Precinct Heavy Equipment CRF. This is a special warrant article per RSA 32:10 I (d). Monies will be spent only if the grant is awarded.

*Rick moved to recommend Article 10. The motion was seconded by Carole. Dan, Brad, Carole, John, Cathy, Bayard, Chris, Rick, Steve, George, Dave and Gary voted Yes. The motion passed unanimously.*

Article 11: To see if the Precinct will vote to raise and appropriate \$10,000 for the purpose of purchasing a Thermal Imaging Camera and Equipment. Funding for this purchase will be from a Federal Grant up to \$9,524 and the balance up to \$476 to come from the Chesterfield Fire & Rescue Precinct Small Equipment CRF. This is a special warrant article per RSA 32:10 I (d). Monies will be spent only if the grant is awarded.

*Brad moved to recommend Article 11. The motion was seconded by Carole. Dan, Brad, Carole, John, Cathy, Bayard, Chris, Rick, Steve, George, Dave and Gary voted Yes. The motion passed unanimously.*

Article 12: To see if the Precinct will vote to raise & appropriate the sum of \$329,100 for the purpose of purchasing communications and related equipment along with Westmoreland and Spofford. Funding for this purchase will be from a Federal Grant up to \$313,429 and the balance up to \$6,795 to come from Chesterfield Fire & Rescue Precinct Small Equipment CRF; up to \$4,091 from Spofford and up to \$4,785 from Westmoreland. This is a special warrant article per RSA 32:10 I(d). Monies will be spent only if the grant is awarded.

*Brad moved to recommend Article 12. The motion was seconded by Carole. Dan, Brad, Carole, John, Cathy, Bayard, Chris, Rick, Steve, George, Dave and Gary voted Yes. The motion passed unanimously.*

Article 13: To see if the Precinct will vote to raise and appropriate \$845 as our share, to be paid to the Spofford Fire Precinct, for the purpose of purchasing Driver Training and Pump Training. The sum to come from the Small Equipment Capital Reserve Fund. This is part of a combined grant application with Spofford and Westmoreland Fire. The total value of Chesterfield's share of the grant purchase is \$17,750. Monies will be spent only if the grant is awarded.

*Brad moved to recommend Article 13. The motion was seconded by Carole.*

The question was asked how are expenditures for training being taken from the Small Equipment Capital Reserve Fund. Rick stated that the article had been approved by the DRA.

*Dan, Brad, Carole, John, Cathy, Bayard, Chris, Rick, Steve, George, Dave and Gary voted Yes. The motion passed unanimously.*

**Spofford Fire Precinct –**

Article 5: To see if the District will vote to authorize the Commissioner’s to enter into long-term lease/purchase agreements in the amount of up to \$712,000 for a Tanker Truck and a Mini Pumper/Quick Attack Vehicle and to raise and appropriate the sum of \$250,000 to be withdrawn from the existing Heavy Equipment CRF for the first year’s down payment for that purpose. The remaining balance will be paid over a 12-year term beginning on the one-year Anniversary of the lease signing. The lease/purchase agreements will only be entered into if the grant application provided for in article 15 are not awarded. This is a non-lapsing article per RSA 32:7,VI (2/3Majority Vote Required)

*Rick moved to recommend Article 5. The motion was seconded by Carole. Brad, Carole, John, Cathy, Chris, Rick, Steve, George, Dave and Gary voted Yes. Dan and Bayard voted No. The motion passed by majority.*

Article 6: To see if the District will vote to raise and appropriate the budget committee’s recommended amount of \$223,627 for the General Government:

Propane	\$ 2,800
Telephone	\$ 1,600
Electricity	\$ 5,200
Insurance	\$12,000
Worker’s Compensation	\$ 2,000
Contracted Expenses	\$ 4,000
Administrative Expenses	\$ 1,500
Rescue Supplies	\$ 2,000
Gas & Diesel Fuel	\$ 1,500
Equipment Repairs & Maintenance	\$ 9,000
Small Equipment Repair	\$ 3,400
Building Maintenance & Upgrade	\$ 6,500
Training & Dues	\$ 4,000
Payroll & other related expenses	\$28,970
Small Equipment	\$ 3,000
Fire Prevention Program	\$ 100
NFPA Testing	\$ 3,500
Firefighters Physicals/Inoculation	\$ 1,000
Financial Audit	\$ 2,300
Bond Interest	\$29,557
Bond Principal	\$75,000
Mutual Aid Payment	<u>\$24,700</u>
	\$223,627

*Carole moved to recommend Article 6. The motion was seconded by Rick. Dan, Brad, Carole, John, Cathy, Bayard, Chris, Rick, Steve, George, Dave and Gary voted Yes. The motion passed unanimously.*

Article 7: To see if the District will vote to raise and appropriate the sum of \$46,178 to be added to the Heavy Equipment CRF previously established.

*Brad moved to recommend Article 7. The motion was seconded by Rick. Dan, Brad, Carole, John, Cathy, Chris, Rick, Steve, George, Dave and Gary voted Yes. Bayard voted No. The motion passed by majority.*

Article 8: To see if the District will vote to raise and appropriate the sum of \$14,175 to be added to the Small Equipment CRF previously established.

*Carole moved to recommend Article 8. The motion was seconded by Chris. Dan, Brad, Carole, John, Cathy, Bayard, Chris, Rick, Steve, George, Dave and Gary voted Yes. The motion passed unanimously.*

Article 9: To see if the District will vote to raise and appropriate the sum of \$2,000 to be added to the Spofford Water Hole Expendable Trust previously established.

Article 10: To see if the District will vote to raise and appropriate the sum of \$2,000 to be added to the Catastrophic Emergency Expendable Trust Fund previously established.

Article 11: To see if the District will vote to raise and appropriate the sum of \$2,000 to be added to the Spofford Fire Building Maintenance Expendable Trust Fund previously established.

*Steve moved to recommend Article 9, 10 and 11 together. The motion was seconded by Dan. The motion passed unanimously.*

*Dan, Brad, Carole, John, Cathy, Bayard, Chris, Rick, Steve, George, Dave and Gary voted Yes. The motion passed unanimously.*

Article 12: To see if the District will vote to raise and appropriate the sum of \$26,000 to upgrade self-contained breathing apparatus (SCBA's) and accessories and to authorize the withdrawal of \$26,000 from the existing Small Equipment CRF created for that purpose.

*Carole moved to recommend Article 12. The motion was seconded by Brad.*

Chesterfield received a grant for this purchase a couple of years ago.

*Dan, Brad, Carole, John, Cathy, Bayard, Chris, Rick, Steve, George, Dave and Gary voted Yes. The motion passed unanimously.*

Article 13: To see if the District will vote to raise and appropriate the sum of \$4,090 as our share, to be paid to the Chesterfield Fire Precinct, for the purpose of purchasing Communication Equipment. This is part of a combined grant application with Chesterfield Fire & Westmoreland Fire. The total value of Spofford's share of the grant purchase is \$85,900. With Spofford Fire contributing \$4,090. The \$4,090 to come from the Small Equipment CRF. Money will be spent only if the grant is awarded. This is a non-lapsing article per RSA 32:7, VI

*Brad moved to recommend Article 13. The motion was seconded by Carole. Dan, Brad, Carole, John, Cathy, Bayard, Chris, Rick, Steve, George, Dave and Gary voted Yes. The motion passed unanimously.*

Article 14: To see if the District will vote to raise and appropriate \$13,500 to purchase SCBA fit tester and other equipment. Funding for this purchase will be from a Federal Grant up to \$12,858 from the Federal Government and the balance up to \$642 from the Small Equipment CRF. Money will be spent only if the grant is awarded. This is a non-lapsing article per RSA 32:7, VI.

*Brad moved to recommend Article 14. The motion was seconded by Carole.*

The fit tester checks the masks to be sure they are fit correctly. Neither department has one now. It is a requirement. If received this item can be shared by both departments.

*Dan, Brad, Carole, John, Cathy, Bayard, Chris, Rick, Steve, George, Dave and Gary voted Yes. The motion passed unanimously.*

Article 15: To see if the District will vote to raise and appropriate \$712,000 to purchase a tanker truck, a mini pumper/quick attack vehicle and other equipment. Funding for this purchase will be from a Federal Grant up to \$678,096 from the Federal Government and the balance up to \$33,904 from the Heavy Equipment CRF. Money will be spent only if the grant is awarded. This is a non-lapsing article from RSA 32:7, VI

*Brad moved to recommend Article 15. The motion was seconded by Carole.*

The Committee was concerned that this article approves the purchase of the same item from 2 different funding sources in Article 5 and Article 15. The wording in Article 5 does clarify that the appropriation will not be made if the grant in Article 15 is awarded.

*Dan, Brad, Carole, Cathy, Chris, Rick, Steve, George, Dave and Gary voted Yes. John and Bayard voted No. The motion passed by majority.*

Article 16: To see if the District will vote to raise and appropriate \$53,250 to provide training and equipment along with Chesterfield Fire and Westmoreland Fire. Funding for this purchase will be from a federal grant providing up to \$50,715 in federal funding with up to \$845 provided by Chesterfield Fire and up to \$845 provided by Westmoreland Fire and up to \$845 from Spofford Fire. Money will be spent only if the grant is awarded. This is a non-lapsing article per RSA 32:7, VI

*Carole moved to recommend Article 16. The motion was seconded by Brad.*

If this article fails in Spofford it also nulls Chesterfield Article 13.

*Dan, Brad, Carole, John, Cathy, Bayard, Chris, Rick, Steve, George, Dave and Gary voted Yes. The motion passed unanimously.*

Article 17: To see if the District will vote to raise and appropriate the sum \$2,175 to purchase forestry hose, equipment and protective equipment. Funding for this purchase will be from a NH State Forest Grant with up to \$1,075 provided by the State of NH and the remaining \$1,100 balance paid by Spofford Fire.

*Brad moved to recommend Article 17. The motion was seconded by Carole. Dan, Brad, Carole, John, Cathy, Bayard, Chris, Rick, Steve, George, Dave and Gary voted Yes. The motion passed unanimously.*

The amount to be raised in taxes is \$283,861.

The next meeting will be Thursday, February 8<sup>th</sup> at 7 PM for the Town deliberations. The meeting adjourned at 9:15 PM

Respectfully Submitted,

Amy LaFontaine  
Secretary