

**Board of Fire Commissioners  
Meeting Minutes  
Wednesday, March 9, 2016  
7:30 p.m. East Brooklyn Fire Department**

**1. Call to Order:** Chairman, Peter Considine, called the meeting to order at 7:30 p.m. (19:30 hours).

**Attendance:** Peter Considine, Chairman; Stephen C. Breen; Patrick Gauthier; Richard Ives.  
Jeffrey Otto arrived at 7:32 pm.

Felix Ramos and James Soler were absent with notice.

**Others Present** – Jim Warren, East Brooklyn Fire Chief; Lou Brodeur, Mortlake Fire Chief.

**2. Public Comment** – There were no comments from the public.

**3. Approve Meeting Minutes:** 2/10/2016

Motion by S. Breen to approve the Minutes of the meeting of February 10, 2016, as presented. Second by P. Considine. Motion carried unanimously (4-0).

**4. 2016 Budget Discussion**

Motion by J. Otto to adopt the East Brooklyn Fire Department Budget as presented. Second by S. Breen. Motion carried unanimously (5-0).

Discussion ensued. Rick Ives stated that there are capital requests (from both Departments) loosely related to property that the Town does not own that should go to the Capital Committee and that there needs to be discussion. The request for \$12,805.00 from the East Brooklyn Fire District is for drainage work and pad work in front of the Fire Station. Mortlake is requesting \$24,000.00 for a new generator.

J. Otto asked questions regarding the Mortlake Budget:

- Building Projects Proposal for \$20,000.00

**Lou Brodeur**, seated in the audience, explained that they plan to chip seal the parking lot (including the Library driveway) and paint lines (including handicap spaces). They also plan to have the grates in the floor of the apparatus bay repaired, and there are repairs needed to the building in back where meetings are held.

- Professional Fees estimated at \$5,000.00 this year

Mr. Brodeur stated that Bill Skene had hired Field Services to do inventory (\$7,000.00 last year). Inventory is done every 18 months. Reducing apparatus (Rescue 390 and Decon trailer) will help reduce the cost.

- Radios \$7,015.00

Mr. Brodeur stated that portables need to be brought back.

**Sandra Brodeur**, seated in the audience, explained that it had been included under Miscellaneous and that Miscellaneous had been broken down to separate line items.

- Heating Cost \$1,500.00 lower than spent last year. Price of heating oil continuing to go down.

S. Breen stated that it has been an extremely mild winter. There was discussion.

J. Otto asked questions regarding the Ambulance Budget:

- Major Equipment request for \$10,000.00

Mr. Brodeur stated that another Thumper is needed at a cost of \$15,000.00. Discussion ensued.

- Billing Fees \$29,000.00 requested this year, \$26,000.00 budgeted last year, \$28,000.00 actually spent. Fee increase?

Mr. Brodeur stated that it should be proportional to what they bill.

- \$34,800.00 to replace the old ambulance. He asked for information about the ambulance.

Mr. Brodeur stated that it is a 2010 with 74,000+ miles on it and they plan to replace it by the end of the year. They are looking at putting in a new chassis (remounting process will take four months). This would save about \$50,000.00. Discussion ensued regarding financing.

- Discussion last month regarding staffing changes

Mrs. Brodeur stated that it would not be within this budget as they are in the early in the process looking at what is involved. Discussion ensued. Rick Ives stated that they would have to be Town employees.

- \$20,000.00 increase in Town funding request

Mr. Brodeur explained that he has to go to July with the Ambulance budget and that he feels he will be \$20,000.00 over this year. He said they work hard on fundraising.

Motion by J. Otto to approve the Mortlake Fire Department Budget at \$102,878.00 by reducing the heating oil budget by \$4,000.00, reducing the vehicle fuel budget by \$2,000.00, and by recapturing the \$5,272.00 underspent from last year's budget.

Discussion ensued. R. Ives emphasized that it is important to be consistent with what is asked for from year to year.

J. Otto withdrew his motion.

Motion by J. Otto to approve the Mortlake Fire Department Budget for \$112,150.00 reflecting a \$2,000.00 reduction in fuel oil as offered by Lou Brodeur during discussion. Second by R. Ives. Motion carried unanimously (5-0).

Motion by J. Otto to approve the Ambulance Budget of \$40,950.00 with any surplus being repaid to the Town of Brooklyn. Second by P. Gauthier. Motion carried unanimously (5-0).

P. Gauthier asked if the Town will come up with a chart of accounts. R. Ives stated that they will have one within the next 45 days. Discussion ensued.

## **5. Other Business**

J. Otto provided copies of the Fire and Medical Report through the end of February.

## **6. Public Comment**

**Sandra Brodeur**, spoke of her concern for putting capital into the operating budget. She stated that it is harder to identify than a capital item. She is more comfortable with setting it aside and dealing with it separately. Discussion ensued.

Next Meeting scheduled for Wednesday, April 13, 2016.

## **7. Adjourn**

Motion by S. Breen to adjourn at 8:38 p.m. (20:38 hours) Second by P. Gauthier. Motion carried unanimously (5-0).

Respectively submitted,

J.S. Perreault  
Recording Secretary