

**Board of Finance  
Meeting Minutes  
Tuesday, April 9, 2019  
7:00pm QV Senior Center Meeting Room**

**Present:** Jeffrey Otto, Kenneth Dykstra, Heather Allen, Sandra Brodeur, and April Lamothe;  
Recording Secretary

**Absent with notice:** Andrew Dionne

**Absent:** Kim Conroy

**Also Present:** Rick Ives, Jim Warren, Patrick Gauthier, Stephen Breen, Lou Brodeur, and Public

- 1) **Call to Order and determination of a quorum:** Jeff Otto called the meeting to order at 7:00pm and with four members present, a quorum was determined.
- 2) **Old Business:**
  - a. **Modifications or Corrections, if any, to Selectman's Budget:** Rick Ives made the changes that were spoken of during the last meeting regarding adding Parks and Recreation revenue, changed the tax revenue for motor vehicles, and deleted the salary for economic development.
    - Sandra Brodeur mentioned that she had asked Rick Ives after the meeting why the '18-'19 budget did not balance. Rick Ives said there was an issue with what was in the budget and the amount that was voted on which is causing the budget not to balance.
    - Sandra Brodeur asked about the actuals for '17-'18 budget. Rick Ives responded that the journal entries are not yet completed.
  - b. **Any other Old Business:** None
- 3) **New Business:**
  - a. **Presentation and discussion of Board of Fire Commissioner's Budget Request for '19-'20:**
    1. **East Brooklyn Fire Department:** Jim Warren presented the East Brooklyn Fire Department's budget with a 0% increase. This will be the fourth year the budget has not increased. He also presented a 5-year plan for Capital. Patrick Gauthier reviewed the 5-year plan. Discussion ensued. Jeffrey Otto asked about replacing doors; Patrick Gauthier explained that they are regular doors and they plan on replacing two doors each year for the next three years.
      - ◆ Jeffrey Otto mentioned that this budget was received and approved by the Board of Fire Commissioners.
    2. **Mortlake Fire Company:** Stephen Breen presented the Mortlake Fire Company's budget with a 9.6% increase. Since 2003, the budget has not changed. He also explained that in the past the Company has run over budget and this year they will be approximately \$21,000 over. Stephen Breen explained that there was an unexpected \$10,000 expenditure in order to fix the tanker truck.
      - ◆ Jeffrey Otto asked Stephen Breen to mention any expense items that are increasing at a higher rate than expected. Stephen Breen said that education expenses and new equipment are increasing and will keep increasing.

- ◆ Kenneth Dykstra asked about other professional fees. Stephen Breen said that the Company uses an inventory service, which is on an 18-month schedule, so he has tried to keep the amount the same through past budgets.
- ◆ Kenneth Dykstra asked about legal fees; Stephen Breen said that there has been discussion at the Board of Fire Commissioners level about the possibility of using paid staff, which might lead to more consultation fees.
- ◆ Kenneth Dykstra asked about the exhaust system on the Capital 5-year plan. Stephen Breen explained that it draws exhaust directly from the truck out of the building. They currently have a system in place, but newer systems are more effective and there are regulations to be met. They are currently looking for a grant.
- Heather Allen made a motion to accept the budgets for further consideration. Sandra Brodeur seconded the motion. No discussion. Motion passed 4-0.

**b. Any other New Business:** None

**4) Public Comment:** None

**5) Adjourn:** Sandra Brodeur made a motion to adjourn the meeting at 7:32pm. Kenneth Dykstra seconded the motion. No discussion. Motion passed 4-0.

Respectfully submitted,  
April Lamothe  
Recording Secretary