

PRUDENTIAL COMMITTEE
FIRE DISTRICT NO. 1
144 NEWTON STREET
South Hadley, Ma 01075

Minutes March 22, 2023

Location: Fire District Headquarters, 144 Newton Street

Meeting time: 4:30 pm.

Attendance: Bruce Perron, Ken Beliveau, John Wojciechowski, Terie Fleury

Budget Discussion

Line 16 Administrative and Clerk/Treasurer Wages

There was a request for a 5% increase, which would encompass both the Clerk/Treasurer and Assistant Clerk/Treasurer. Last year: \$92,000. A 5% increase would bring it up to \$96,600. John asks what expenses were included in the \$92,000 from last year. Terie says it was the budget for the Clerk/Treasurer and Assistant Clerk/Treasurer's pay. He asks if Terie expects all of the \$92,000 to be used, and Terie said no. John notes he has reservations about giving any raise to the Clerk/Treasurer's office this year. Ken says that he is okay with a 5% raise. Bruce notes the cost-of-living increase for the state was 5% and federal was 8%. He says he'd be comfortable with a 2% raise. Ken suggests splitting it and doing a 2.5% raise. There is a discussion about how the 75%/25% split with the Water Department factors into this line item. They decide to go with a 2.5% increase, making the final figure \$93,780.

Lines 48 (Computer Equipment) and 49 (Miscellaneous).

If both are level funded, Line 50 (Ambulance Other Expenses) will total \$200,000. 48 and 49 will be kept level.

Line 69 (Total Other Expenses) will total \$707,750.

Line 77 (Fire Gear Replacement).

There is discussion about some possible retirements and necessary gear replacement. It will be kept level.

Line 81 (Website/IT)

There is discussion about adding an additional \$10,000, but the Board opts not to.

Line 87 (Total Capital Expense) will total \$224,450.

Line 93 (Fire OPEB Fund), \$100,000

Line 94 (Total Stabilization and OPEB Contributions), \$250,000.

Line 97 (Hampshire County Retirement), \$670,340.72.

Line 98 (District Health, Dental, Life), projected \$604,795.65 with suggested 6% increase.

Line 99 (Total Additional Appropriations), \$1,759,586.37

Line 100 (Total FY Budget), \$5,165,362.27.

Line 103 (From Ambulance Reserve Fund)

Currently have \$1,266,180 sitting there. Last year, \$963,307 was drawn from the ambulance reserve fund. They will take \$1,100,000 out of that, leaving \$166,180.

Line 104 (From Free Cash)

Currently have \$325,819 available. They will take out \$100,000 leaving \$225,819 for incidentals.

Line 106 (Estimated Local Receipts), \$17,908.52

Line 107 (Mount Holyoke), \$80,000

Bottom line: \$3,942,462

Line 114 (Tax Levy) would go up from \$3,238,722.66 to \$3,942,462

The Board goes through budget lines and confirms as follows:

Line 6 Chief's Salary \$116,444.00

Line 7 Fire Department Wages (net of ambulance wages) \$1,461,147.96

Line 8 Fire overtime \$182,750.00

Line 9 Fire Dept Personnel Services \$1,760,341.96

Line 10 Ambulance Wages \$407,333.94

Line 11 Ambulance Coordinator Stipend \$4,500.00

Line 12 Ambulance overtime \$182,750.00

Line 13 Ambulance stipends \$230,000.00

Line 14 Ambulance Personnel Services \$824,583.94

Line 15 Fire & Ambulance Personnel Services \$2,584,925.90

Line 16 Administrative & Clerk/Treasurer Wages \$93,780.00

Line 17 District Elected Officials \$5,410.00

Line 18 Town Assessors, Treasurer, Clerk \$11,090.00

Line 19 Admin & Elected Personnel Services \$110,280.00

Line 20 Total Personnel Services \$2,695,205.90

Line 24 Utilities \$35,000.00

Line 25 Supplies \$15,000.00

Line 26 Upkeep and Repairs \$15,000.00

Line 27 Office Expense \$13,000.00

Line 28 Uniforms \$19,000.00

Line 29 New Hire Account \$6,000.00

Line 30 Gas and Oil \$25,000.00

Line 31 Radio Maintenance \$6,000.00

Line 32 Equipment ADA \$20,000.00

Line 33 Training \$7,000.00

Line 34 Fire Prevention \$5,000.00

Line 35 Chief's Account \$3,000.00

Line 36 Insurance \$105,000.00

Line 37 Fire Fleet Maint. \$40,000.00

Line 38 Fire Dept Other Expense \$294,000.00

Line 41 Fuel \$22,000.00

Line 42 Upkeep and Repair \$27,000.00

Line 43 Medical Expenses \$76,000.00

Line 44 Licenses and Fees \$37,000.00

Line 45 Outside Services \$60,000.00
Line 46 Training \$25,000.00
Line 47 Office Expenses \$5,500.00
Line 48 Computer Equipment \$7,000.00
Line 49 Miscellaneous \$500.00
Line 50 Ambulance Other Expense \$260,000.00
Line 52 Prudential Committee Expenses \$600.00
Line 53 Education & Training \$2,000.00
Line 54 Printing \$5,000.00
Line 55 Telephone \$2,000.00
Line 57 Legal \$32,000.00
Line 59 Travel \$1,000.00
Line 60 Miscellaneous \$1,000.00
Line 61 Audit Expenses \$6,000.00
Line 62 Office Expense \$32,000.00
Line 63 Actuary Report \$4,150.00
Line 64 Payroll Taxes/Medicare \$43,000.00
Line 65 Fire Reserve Fund \$20,000.00
Line 66 Elections \$5,000.00
Line 68 Administration Other Expense \$153,750.00
Line 69 Total Other Expense \$704,930.00
Line 73 Air Compressor Account \$10,000.00
Line 74 Building Improvement Account \$35,000.00
Line 75 Major Equipment Repair \$10,000.00
Line 76 Ambulance Computer Account \$4,000.00
Line 77 Fire Gear Replacement \$12,000.00
Line 78 Alarm Radio Console \$10,000.00
Line 79A Jaws of Life \$1,958.66
Line 80 SCBA \$5,000.00
Line 84 Debt Principal \$120,000.00
Line 85 Debt Interest \$18,450.00
Line 87 Total Capital Expense \$224,450.00
Line 91 Vehicle Stabilization \$60,000.00
Line 92 Ambulance Stabilization Account \$90,000.00
Line 93 Fire OPEB Fund \$100,000.00
Line 94 Total Stabilization & OPEB Contributions \$250,000.00
Line 97 Hampshire County Retirement \$670,340.72
Line 98 District Health, Dental, Life \$604,795.65
Line 99 Total Additional Appropriations \$1,759,586.37
Line 100 Total FY Budget \$5,162,542.27
Line 103 From Ambulance Reserve Fund \$1,100.00
Line 104 From Free Cash \$100,000.00
Line 106 Estimated Local Receipts \$17,908.52
Line 111 Overlay Surplus \$3,942,462.00

All these numbers will be plugged into Softright, and any necessary corrections will be made.

New Business 24/48 Hours

No new business.

Brief questions and comments from members of the public.

Agenda Items for Next Meeting

Board discusses including the cell tower contract and the firewall on the next agenda.

Annual Meeting Date Discussion

The target for the annual meeting is April 27th at 6:00pm.

Next Meeting

Tentatively scheduled for April 4th at 4:30pm.

John motions to accept the budget as drafted in this meeting. Second by Ken. Unanimous.

John motions to have the annual meeting on April 27th at 6:00pm, location to be determined.
Second by Ken. Unanimous.

Motion to adjourn at 6:06pm by John. Second by Ken. Unanimous.

Respectfully submitted,
Shauna Condon, Assistant Clerk/Treasurer