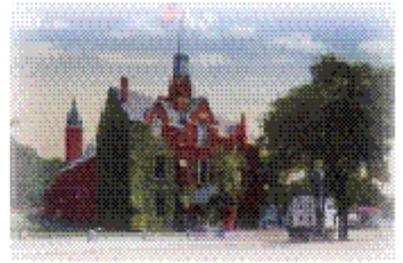


# Town of Ayer

## Finance Committee

### Ayer Massachusetts, 01432



Location: Ayer Town Hall, Great Hall  
Finance Committee Minutes

Wednesday January 19, 2011

Present: Brian Muldoon; Chairman, Jesse Reich; Clerk, and Andrew Crowley, member

Absent: Scott Houde

One committee position open

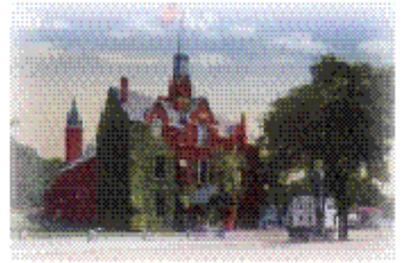
Called to order at 7:06 pm by Brian Muldoon

- Mail
  - None
- Minutes
  - Outstanding minutes are 12/8/10, 12/16/10, 1/4/11, 1/5/11, 1/6/11, 1/11/11, 1/13/11, 1/18/11
  - Minutes will be approved at next meeting with full quorum
- Andrew to send soft copies of the personnel board documents so that the FinCom can review and comment on before the BOS takes action on the changes.
- Budget Review
  - Fire Department, Chief Pedrazzi:
    - 3% cut: See hand out. The Chief could not cutback from most line items; cuts are coming from the O.T. lines.
    - Call Pay line pays for all call workers.
    - Last year the Fire Department responded to 714 fire calls, 300 times call back was used at \$15.60 an hour.
      - Call back pay is by the hour, the first 1hr and 15 minutes is paid for 1 hr. At 1hr and 16 minutes they are paid for 2 hrs.
      - Can O.T. be reduced if we hire full time? See hand out.
        - 4 people would be required, and this would only be an option if the state picked up part of the salary in a grant.
      - Not funding turn-out gear.
      - Lt. Dillon on Military recall.
      - We have not heard back from the insurance company about the employee on 111F.
        - Two call guys are filling in right now.
      - Two people need to be on the ambulance by law.
      - How many shifts do we run a year?
        - $365 / 4 = 91$ .
        - We run 24hr shifts, for one day on and three off, averaging 42hr work week.
      - How will the cuts affect the Fire Department?
        - The Ambulance service for other towns will be negatively affected, affecting the Ambulance enterprise fund.
      - The Fire Department is paid a premium when working holidays, 2.5 x their base pay.
      - Personnel Day "Incentive day" "Good day" Work 4 months without a sick day they receive a good day. They continue to accrue the sick time.
      - O.T. is only spent for minimal coverage.
      - Service line item is for repair and maintenance contracts.
      - Supplies line item also covers the clothing allowance.
      - Computer software is also covered by 1/2 from the Ambulance enterprise fund.
      - There is not enough money in the budget to cover everything.
      - Jesse: What about fee's?

# Town of Ayer

## Finance Committee

### Ayer Massachusetts, 01432



- Chief: All fees are going back to the general fund. All fees are approved by the BOS.
- Ambulance Enterprise Fund is level funded.
  - Lisa: Ambulance collection agency lowered its bid from 5% to 4% this year.
    - This is the “Professional Service” line item, it’s by calendar year and. This put \$287K back into the general fund.
- Emergency management :
  - This should have a higher budget.
  - We should have more supplies on hand.
    - There is no “Emergency Management team”.
      - The Chief needs to look into this to see what it should be.
    - There is a 100% matching grant for up to \$3500, the chief is determined to maximize this.
  - Jesse: This budget looks too small.
  - Andrew: What is it spent on?
    - Chief: It has been spent on the trailer, lettering, barriers and sandbags.
- Closing: Chief Pedrazzi:
  - In 1998, the department added the 3<sup>rd</sup> man to the shifts, since then there has been a 59% increase in calls.
  - The population has increased since then.
  - There needs to be 4 people on site before you can begin to attack a fire, 2 people in and 2 people out.
  - There we’re 99 second Ambulance calls last year.
  - There we’re 200 more calls in town this year.
    - We have the hospital and the senior center and the assisted living center in town.
  - These cuts will be the biggest impact tot the department in recent memory.
- Planning: Steve Wenchel:
  - The planning board is an elected board.
  - The board meets once a month and looks over plans that people have developed for their property.
  - There is a manual or procedures that they go refer to form the State.
  - The work with the Building Inspector.
  - There is quite a bit of paper work involved.
  - Brian: How are the cuts going to affect the department?
    - Sue Sullivan is the administrator and she believes they can work within the cuts, but this cannot go on indefinitely.
  - Pauline Conley: What about mailings? The ZBA requires the applicant to pay for postage the planning board should look into this.
    - Steve believes that the Planning board does.
    - The planning board and the ZBA share the Admin.
  - Jesse: Are there any fee’s involved with the planning board?
    - Steve: Yes, they go into the general fund.
    - Are there any grants?
    - “ANR”: Approval not required.
- Lisa Gabree: County Assessment:
  - See email: We need to make sure this is defined in the \$8.3Mfor the Regional School budget.
- Motion to adjourn at 8:45pm

**Town of Ayer**  
**Finance Committee**  
**Ayer Massachusetts, 01432**



Motion	JR
Second	AC
B. Muldoon	Aye
J. Reich	Aye
S. Houde	Absent
A. Crowley	Aye
Vote	3 - 0

Brian Muldoon, Chairman \_\_\_\_\_ Date \_\_\_\_\_

Jesse Reich, Vice Chairman \_\_\_\_\_ Date \_\_\_\_\_

Scott Houde, Clerk \_\_\_\_\_ Date \_\_\_\_\_

Andrew Crowley, Member \_\_\_\_\_ Date \_\_\_\_\_