

## Volunteer Incentive Committee Meeting

Regular Meeting Minutes, Nov 21, 2011

The meeting was called to order at 7:10 pm by Ron Masters.

Present were: Cal Meyers, Chief David Lockwood, and Chief Jim Barton, Dan Schnobrich, Gil Hayes & Ron Masters.

Minutes of the meeting of previous meeting were reviewed. A motion was made by J Barton and 2<sup>nd</sup> by D. Lockwood to approve the minutes. The motion passed.

The committee reviewed the budget results of fiscal 2010 – 2011 from the town treasurer dated 9/29/2011. This showed the total expenditure of \$180,119. The committee does still does not understand where the \$520 over expenditure, that was the subject of a town meeting, came from. Chief Barton does not recall submitting any invoices subsequent to June 15, 2011. This question is to be pursued with the Board of Selectmen and the town treasurer. Reviewing the transaction ledger for 2010 – 2011 the committee questioned entries that were noted subsequent to the department's submittal of their quarterly expenses. These entries also need to be reviewed with the treasurer's office.

Regarding the submittals of request for payment by the Warehouse Point District commission, Chief Barton said the meetings are considered part of the drills for active firemen. However, members of the commission not active firemen should not have been included in this submittal. This will be corrected by the chief.

The committee reviewed expenditures for the first quarter of fiscal 2011 – 2012. Expenses for BBFD were \$25, 121 and WHPFD were 21,849 for a total of \$46,970 vs budget allocation of \$45,000. This included expenses for Hurricane Irene. Both chiefs noted that the recent storm emergency required a considerable number of extra hours of both departments to respond to all sort of calls that were not fire related. Both chiefs noted that there was no other organization available, ready or able to handle these tasks. The chiefs estimated that there will be an additional \$6,000 - \$8,000 in incentive expenses for the October snow storm.

The committee discussed a proposed revision to the incentive program in which the budget would be divided into quarters and those monies would be allocated based on the allocated emergency calls. Both chiefs indicated that this approach would mean a significant increase in their efforts to provide data to the town. Part of the problem stems from the fact that the departments don't spend the same amount of money on a quarterly basis. A motion was made by J Barton and 2<sup>nd</sup> by G Hayes to recommend no change to the program. MSC.

It was noted that carrying over payments into the following fiscal year will not be allowed. However, departments will be given time after July 1 to submit final expenses for the year.

The committee reviewed the situation with the insurance and pension program administered by VFIS. The plan continues to be under funded by the town. This year the amount not funded is approximated \$4,900. At a meeting with the BOS, fire department chiefs and VFIS assistant manager, Kathreen Sibol, it was suggested that the town change the interest assumption to 4.75%. VFIS can provide a quote for this interest rate. This should be done so that the result can be used in next year's budget preparations. We also need to find out how much money is required to bring the program to fully funded. Chief Lockwood will contact VFIS and get answers to these questions. Amendments to the program also have to be made to avoid any age discrimination claims by current or future members. These changes will be pursued by the committee.

The next regular meeting of the committee will be Jan 30, 2012 at 7 pm at the BBFD.  
The meeting was adjourned at 8:50 pm.

Respectfully submitted,  
Ronald Masters