

**Town of Somerset & Village of Somerset
with Somerset Fire/Rescue Commission
Joint Meeting Minutes
Wednesday, September 28, 2016**

Town Chairman Schachtner called the meeting to order at 7:00 pm at the Town Hall. Present: John Melvin, Ron Hill, Bartt Palmer, Greg Sayers, Jim Chandler, Bob Campbell and Ryan Sicard for the Village. Ed Schachtner, Lenny Germain and Larry Rauch for the Town. Wally Neumann, Rita Lawson and Jon Mitchell for the Fire/Rescue Commission. Fire Dept. members present were Travis Belisle, Tim Kunze, Jason Crotty and secretary, Sarah Kobs. Absent: Doug Plourde and Shane Demulling. The Pledge of Allegiance was recited. Motion by Palmer, seconded by Germain to approve the agenda. Motion carried. There was no public input.

Minutes from Previous Joint Meeting: Greg Sayers stated the ICUP for the Amphitheatre will be on Oct. 11th/6:30 pm at Public Safety and Oct. 18/7:00 pm for Village Board if anyone is interested in attending. Motion by Sayers, second by Hill to approve the April 27, 2016 joint meeting minutes. Motion carried.

Fire/Rescue Financial Report: After review and brief discussion of the second and third quarters of 2016, a motion was made by Sicard and seconded by Sayers to approve the financial report. Motion carried.

Old Business: None

New Business- 2016 Budget to Date: Belisle presented a handout on the 2016 budget to date. Increase in dues and periodicals were from joining the Tri County publication and the Somerset Chamber of Commerce. Palmer asked if pension and insurance has been paid for the year. Belisle responded yes. Discussion on generator and who should pay the maintenance costs. Belisle questioned if the generator is part of the building and whether the Town should be responsible for the maintenance of the generator or the Fire Dept. Belisle explained that Fire Inspections are on the payroll and not reflected as an account payable, therefore, they will be reflected on the fourth quarter financial report. Summer concert payroll will be on the fourth quarter report as well.

2017 Fire/Rescue Budget: Belisle presented two budget worksheets-one with SCBA gear and one without. Belisle stated the increases in the budget for 2017 are offset by the increase in the 2% dues. Belisle stated wages will remain the same. Belisle went on to explain how department members are paid. Currently department members donate many hours but in order to attract and retain new members, compensation for all hours will probably be necessary. Belisle has found a company that will come and test hoses and ladders at a total cost of \$2,872.50. Dept wants to pay for this service so they can use their training night for training and not testing equipment. Sarah Kobs is doing the books now and the annual audit will be a compilation report verses a full audit so cost will be reduced slightly. Belisle will put together a revised 5-year plan for the next meeting. One more grant attempt for SCBA funding-total cost for everything is \$140,000. Motion by Sicard, seconded by Rauch to approve the 2017 Fire/Rescue Budget of \$148,187 (after the 2% dues) with the Town's proposed assessment of \$78,799 and the Village's proposed assessment of \$69,388. Motion carried.

Emergency Repair Issue: Belisle reported that when the garage door opener in the fire hall went down it could not be repaired for a few days. Discussion on who to call in the event the door is inoperable. Consensus was Schachtner will contact the door company to come out and inspect the other door, as well begin inspecting the doors annually to prevent malfunctioning.

Department Grants Update-Possibly Hire a Grant Writer: Discussion on narrative grant portion being an essential part of the application. Belisle stated to hire a grant writer to compile the narrative portion of the grant is \$750.00. Motion by Melvin, seconded by Hill to split the cost of the \$750.00 grant writer fee, with the Town & Village each paying half, not to exceed a total cost of \$1,000. Motion carried.

Set Next Meeting Date: The next joint meeting was set for Wednesday, January 25, 2017 at 7 pm at the Village Hall.

Adjourn: Motion by Sayers, seconded by Melvin to adjourn. Meeting adjourned at 8:00 p.m.

Jeri Koester,
Town Clerk