

**ENDWELL FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS
2026 BUDGET WORK SESSION
JULY 16, 2025**

Members:

Michael Lewis, Chairman
Gary Leighton
Jeffrey Martin
Matthew Cook
Susan Martino

Others present:

Alison Senft, District Deputy Treasurer
Erika Pereira, District Secretary
Jennifer Loup, District Treasurer

Chairman Lewis called the meeting to order at 6:00 p.m.

Discussion on planning the 2026 budget. The Board reviewed each line item for 2026 and compared actual expenses from 2019 to 2024, along with year-to-date expenses through June 25, 2025, to develop a plan for the 2026 budget and determine budget amounts for each line.

There was some discussion about projects to be completed and equipment to be purchased in 2026.

- Capital Improvements Projects were discussed.
 - Commissioner Martino is working on getting a proposal for rehabbing Station 3. The design of Station 3 was included in the 2025 Budget.
 - The three ductless units in the Officers Office, SCBA office, and bathroom on the apparatus floor are nearing the end of their lifespan. They were installed sometime in the early 2000s, and Air Temp cannot obtain a new compressor; the current one alone cannot support the units. It runs for 15 minutes before tripping the breaker. Air Temp has verbally quoted \$40,000.00 to install new ones. There was discussion on whether this should be done in 2025 or delayed until 2026.
 - Parking lots at all three stations require repairs. Suit Kote estimated the total cost at \$104,500.00. There was also debate about whether to complete the work in 2025 or postpone it until 2026.
 - The apparatus floor at Station 1 still needs attention, but were not sure if the work would be completed in 2025 or 2026.
 - The fence at Station 3 will need repairs, and Commissioner Martino would definitely like the work to be completed this year.

There was discussion on moving projects around to accommodate the parking lot repairs and the ductless units to 2025 and possibly moving the apparatus floor to 2026.

Alison and Jennifer will work on inputting the numbers into the budgets.

The bond payment for 2025 is \$184,071.88.

The estimated PILOT payment amount for 2026 has not been received yet.

The real property tax cap was set at 2% for Fire Districts for 2026.

There was a brief discussion about funding for the apparatus and equipment capital reserve fund, as well as the timeline for purchasing equipment and apparatus. The budgeted amount to be transferred into the capital reserve in 2026 is \$296,575.00. For any vehicle sales, the proceeds should be transferred immediately to the apparatus capital reserve fund, in accordance with the established capital reserve schedule. Additionally, a minimum transfer of \$60,000.00 of unallocated funds should be made at year's end. Jennifer Loup and Alison Senft will recommend transfer amounts for the December meeting. The funding of the capital reserve will be further discussed at the next budget work session.

The next budget work session is scheduled for August 13, 2025, at 6:00 pm.

Motion by Commissioner Martino, seconded by Commissioner Cook, to adjourn the meeting at 7:32 pm. All aye; motion carried.

All motions were unanimously carried unless otherwise noted.

Respectfully Submitted,

Erika Pereira
Fire District Secretary