

The Board's meeting was called to order 6:10 pm in the basement meeting room at the Fremont Town Hall. Present were Selectmen Brett Hunter and Greta St Germain; and Town Administrator Heidi Carlson.

Selectmen reviewed the mail folder; payroll, manifests and bills paid this week; and the folder of invoices for payment next week.

OLD BUSINESS

1. Minutes for 17 November 2011 were deferred to the next meeting.
2. Further work on the Personnel Policy was deferred until the full Board is present.
3. Selectmen signed the extension agreement for Cooperage Forest settlement through December 12, 2011.
4. St Germain asked about the status of Tomasz Masonry at the North Road stonewall. Carlson reported having spoken with him last Thursday and that he anticipates being back to Fremont before the end of November. The Board is anxious to get this completed.

At 6:55 pm Department Head Richard Butler came in to the meeting. He presented some information about the LOSAP program in follow-up to close out of the 2011 points year. He said that the program was \$750 overspent this year and there are three additional people who will be at eligibility (3 years on the Department) by next year. He also reported that the EMT class is beginning shortly and that the First Responders who bridge will be eligible for \$500 more according to the current LOSAP parameters and that he has three members who will become eligible for an additional \$1,500 for EMT certification (not currently EMS certified) also according to the current LOSAP parameters. With that change in personnel certification, it will change the amount of LOSAP allocation monies at an increase of potentially \$8,000 in calendar year 2012. Chief Butler is therefore requesting an increase in the Department request for LOSAP from \$28,250 to \$36,250 for 2012.

Butler then reported on his meeting with the Budget Committee on November 16th. It was suggested that instead of funding Capital Reserves to put money in the operating budget for replacement of vehicles, that money be placed in the operating budget and transferred for this savings purpose. Carlson had not had contact yet with DRA, but it is believe the only way this can occur is a warrant article to transfer from unreserved fund balance to a Capital Reserve Fund.

There was a lengthy discussion about the logistics of trying to save for capital purchases such as a fire truck. The Warrant Article for a new truck in 2012 will replace Tank 5 and Engine 3. The Department's fleet is aged enough that another new truck will be needed again within five to seven years. There was discussion about how to save ahead for future purchases instead of financing them and the pros and cons of saving for what you need versus financing.

There is approximately \$125,000 currently in the Fire Truck Capital Reserve Fund to offset the proposed purchase price of the new truck of \$469,000.

There was lengthy discussion about Capital Reserve funding and alternative ways to fund long-term debt situations, as well as how to recover some of our delayed infrastructure improvements. The Town is behind in many of the infrastructure items because of the efforts of the Board to save money and reduce the tax burden and the Town is now further in arrears in its need to progress in improving the infrastructure.

The theory of saving in Capital Reserves is to be able to fund future purchases so that the Town does not continue to be behind. The Capital Improvements Plan needs to be updated, and the Town needs to consider the many capital items needed and their replacement schedules.

Chief Butler amended his Capital Reserve request for inclusion in the 2012 budget to \$50,000. The Board will take up these items further next week when all three members are present.

The Board reviewed the Points and LOSAP allocations and discussed this with Chief Butler. The Board approved the reports as submitted. They will be processed as two separate payrolls next week to be ready for the Fire Rescue Annual Dinner on Monday December 5, 2011.

Chief Butler left the meeting at approximately 7:30 pm.

OLD BUSINESS CONTINUED

5. Carlson distributed copies of the Warrant Articles (4902 Capital Outlay) proposed to date, including an update from last week relative to a Police vehicle. Chief Janvrin is requesting \$15,000 for a police detective/investigation used car and proposes to remove the entire amount from the existing capital reserve fund.

The Capital Reserve Funds (4914) budget proposal was also distributed. This was updated tonight to increase the fire truck to \$50,000 from prior years request of \$25,000.

NEW BUSINESS

1. Motion was made by St Germain to approve the payroll \$21,670.53 and accounts payable manifest \$16,205.48 for current week dated 23 November 2011. Hunter seconded and the vote was approved 2-0. Selectmen also signed the insurance buyout manifest totaling \$1,517.62 dated 18 November 2011.

2. Selectmen reviewed the folder of incoming correspondence and invoices for payment next week.

3. Selectmen reviewed and signed a letter to Jason Larochelle regarding his safe return from military deployment and a letter to Paul Mercier regarding 2010 audit work papers being released to the new auditing firm Plodzick & Sanderson.

NEXT WEEK

The next regular Board meeting will be held on Thursday December 1, 2011. There is a Budget Committee meeting on Wednesday November 30, 2011 at 7:00 pm for the School budget review.

With no further business to come before the Board, motion was made by St Germain and seconded by Hunter to adjourn the meeting at 7:54 pm. The vote was approved 2-0.

Respectfully submitted,

Heidi Carlson
Town Administrator