

Approved 10/04/2012

At 4:05 pm the Board's budget work session came to order in the main floor at the Fremont Town Hall. Present were Selectmen Greta St Germain, Brett Hunter, and Annmarie Scribner; and Town Administrator Heidi Carlson.

Fire Chief Richard Butler came in and asked the Board about placing an order for the Department's ID cards using the Town's credit card. The cost would be under \$500. The Board agreed that they could forward the order to Carlson for use on the Town's credit card. The cost is \$12 per ID plus \$6 shipping. There is a quantity discount. Chief Butler thanked the Board and he left the meeting at 4:10 pm.

The Board reviewed the Groen Builders Inc contract for construction of the highway sand/salt barn, and some other mail items.

4220 Fire Rescue

There was discussion about the increases in the Points Plan and LOSAP given additional training of members and roster numbers. Hunter said that the full roster number of 36 is a good number, given the varying levels of participation.

The Board reviewed the 2011 Fire Rescue Points history document that Carlson updates annually with expenses and information on the points and LOSAP usage and distribution. The 2012 numbers will not be available until after the current points year ends on 10/31/2012. The Board reviewed additional information on the value of a point each year, and Carlson will add this data to the history document. The value of a point in 2011 was \$10.24; in 2010 was \$11.07; 2009 was \$9.99 and in 2008 was \$14.44. The value changes based on the number of participants in the pool as well as the number of toned incidents and trainings. There was discussion of the desired value of each point, and that over time, the pool may fluctuate, thus the budget may need to be adjusted.

The Board will keep their recommendation on Points and LOSAP open for now as additional data is gathered from the Department. The Board agreed that the Chief should get his salary and not additional stipends, as was discussed and agreed last year.

With regard to new fire equipment, Selectmen asked for a full inventory of equipment and tools based on 2013 rationale, and suggested that the Department needs to be on a regular replacement schedule regarding SCBA's, and should purchase two replacement SCBA's (\$11,000) this year, and get on a regular replacement schedule annually. There was discussion of the \$11,000 budgeted for the matching share of an AFG Grant, and the Board asked for feedback on that grant process. Carlson thought that all of the last round had been awarded and did not think Fremont had received one. Chief Butler will be asked for confirmation.

The Board asked for the cost to outfit a new EMT with a jacket and jump bag. The gear is in one line, and jump bags are in the EMS equipment line.

The Board asked for Chief Butler and Deputy Chief Nichols to attend an upcoming Board meeting to provide some additional information to support the budget requests.

In general terms, the Board discussed salary line items being those that cannot be transferred from. With respect to the Fire Rescue budget, the Points and LOSAP lines are not to be used for any other purpose.

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4152 Reappraisal of Property

Selectmen reviewed the request of \$40,720 and discussed the contracts included in this budget. The request is down from past years. Motion was made by St Germain and seconded by Hunter to recommend \$40,720. The vote was unanimously approved 3-0.

4197 Advertising & Regional Association

Selectmen reviewed the request of \$7,034 to include annual dues to NH LGC (\$3,020) budgeted at approximately 3% increase; and the Rockingham Planning Commission (\$4,014) which is up slightly due to a population estimate of 4,316. Motion was made by St Germain and seconded by Hunter to recommend \$7,034 in Advertising and Regional Associations. The vote was approved 3-0.

4199 Town Report

Selectmen reviewed the request of \$2,400 which includes the current bid pricing for printing and \$100 for postage. This is the same as the 2012 default budget. Motion was made by St Germain to recommend \$2,400 for Town Report. Hunter seconded and the vote was unanimously approved 2-0.

4240 Building Inspection

Carlson distributed a memo from the Building Inspector regarding equipment purchases. The Board is comfortable with the recommendation already voted of \$30,303.

4520 Parks & Recreation

Selectmen reviewed the Department request, which is just under the 2012 default at \$42,536. Selectmen discussed wages for the summer program, which did not include a wage increase. There was discussion about wages and if reallocated, the budget could support a 2% raise for returning counselors.

There was discussion about the pattern of expenses within the playgroup line items, and whether or not the Town was up to date in receiving bills from the gymnastics facility.

With changes adjusted based on expenses in 2012 anticipated to year end, motion was made by St Germain and seconded by Hunter to recommend \$40,386 for Parks & Recreation. The vote was unanimously approved 3-0.

4550 Library

Selectmen reviewed the Department request of \$116,325. The budget contains an allowance to fix the water problem with a chlorination system, which needs to be addressed. The Board reviewed other expenses to date and made adjustments to the request based on anticipated usage through year end, including slight reductions in utilities.

With regard to wages, the Board felt that having two staff members there for all of the open hours was how it should be budgeted. This totals 41 open hours per week, or 82 hours worked per week. Using the average of all wages (\$12.60 per hour); this calculated to \$53,726 and the Board added 2% wage increases for a total recommendation of \$54,800 in wages.

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Motion was made by St Germain to recommend \$105,125 for Library. Hunter seconded and the vote was approved 3-0.

4583 Patriotic Purposes

Selectmen reviewed the budget request of \$2,335 which is consistent for many years past. The Board said that we will buy flags if needed in addition to the recommendation, and reduced this by \$100 and community programs by \$50. St Germain moved to recommend \$2,135 for Patriotic Purposes. Hunter seconded and the vote was approved 2-0.

4711 Principal Debt Service

The Board recommended \$172,000 in principal for debt service, as all of these are already voted obligations of the Town.

4721 Interest Debt Service

The Board recommended \$55,579 in interest on debt service, as all of these are already voted obligations of the Town.

4902 Mosquito Control

The Board reviewed the proposal for Mosquito Control (\$49,550) from our current vendor to keep with the current program. This contract amount has not changed for several years. An additional ecological services proposal was received from Municipal Pest Management Services totaling \$19,450 to include other ecological services, turf and grounds management, stormwater management and some conservation services. The Board did not feel it was appropriate to ask the Town to fund these additional services, though good, at this time. The Board decided to keep the mosquito control on as a warrant article for \$49,550 and the Board voted to recommend this 3-0 after a motion from St Germain and second from Hunter.

For members who wanted them, copies of all updated budgets with all recommendations to date were distributed.

Selectmen will re-review the Cemeteries (4195) budget after the next Cemetery Trustee meeting.

Selectmen reviewed and discussed the contract with Groen Builders Inc for the Highway Shed barn construction at the proposed price of \$33,000. One correction was made to the contract, correcting the spelling of "Danville" Road. The proposal is in agreement with the Board's earlier discussion with Mark Pitkin, and motion was made to approve the contract by St Germain and seconded by Hunter. The vote was approved 3-0 and two copies of the contract were signed.

Selectmen reviewed a preliminary "statement of completion" for the North Road stone wall project. The Board thought this was appropriate and it will be forwarded this evening to Mark Pitkin and Mike & Sue Miller for review.

Carlson advised the Board that Jones & Beach Engineers were scheduled to be out on site sometime early next week to reestablish the drill holes.

There was some discussion about the Dzioba contract for painting of the Meetinghouse and Town Hall. Information is pending from Dzioba. Selectmen said that they may rebid the contract with a finish date

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into 2013, feeling that the short time frame may have inhibited people submitting bids on the project. They discussed encumbering the necessary funds.

Selectmen reviewed a preliminary letter from Building Inspector Bob Meade and a sketch of the Town Hall basement renovations.

With no further business to come before the Board, motion was made by Hunter to adjourn the work session at 5:50 pm. St Germain seconded and the vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson
Town Administrator