

I. CALL TO ORDER at 6:20 pm in the basement meeting room of the Fremont Town Hall. Present were Selectmen Gene Cordes and Leon Holmes Sr; and Town Administrator Heidi Carlson.

II. ANNOUNCEMENTS

This is a budget work session of the Board.

The next meeting of the 250th Committee was moved to Tuesday September 23, 2014 due to an event at Ellis School on September 16th. Selectmen will attend that meeting to thank the Committee for all of their work.

The next scheduled meeting of the Fremont Budget Committee is Wednesday September 17, 2014.

Voting turnout was low on Tuesday with 582 votes cast in the NH Primary. Setup went well, but many of the workers did not show up to help, so additional planning and organization is needed for November. Additional training will be held for election officials prior to November to make the overall effort go more smoothly and get some of the new election officials up to date.

III. LIAISON REPORTS - None

IV. APPROVAL OF MINUTES

Action on minutes of 04 September 2014 was deferred.

Selectmen discussed the cooperative meeting that is currently being rebroadcast on FCTV, and the potential buying power of aggregated communities.

V. SCHEDULED AGENDA ITEMS

6:45 pm Public Input - none

7:00 pm Department Heads - none

VI. OLD BUSINESS

1. Parks & Recreation follow-up – The Parks & Recreation agenda from Tuesday night was available for the Board to review. There was lengthy discussion about the summer program and updates to policy and procedure planned for the 2015 Camp Fremont Program. Selectmen would like to meet with the Commission to briefly review the camp program and the 2015 budget submission.

2. Police Department budget follow-up – Selectmen reviewed an organizational chart and discussed the usual number of hours worked by each Police employee. There was additional discussion on the 2015 budget request and proposal for additional staffing. There was also discussion about the general scheduling of full-time versus part-time staff and the busiest times of day for the Department.

3. Carlson indicated that Wayne Copp had visited the Selectmen's Office today requesting release of balance of funds for work at the Highway Shed. The Board's minutes of July 1, 2014 indicate the following items were required for that payment:

- Lower the thresholds in the two new walkthrough doors to ½"

Approved 09/25/2014

- Adjust the mirror in the bathroom so that it is useable by persons of average height, whether sitting (in a wheel chair) or standing.
- Paint the bathroom floor with a sealing masonry paint (Copp said it would be gray in color)

Bob Meade had offered a response that he thought items were all set but that final confirmation should come from the Road Agent.

Confirmation is needed that these are all complete, and once that is done, Cordes moved to release the \$1,000 final payment to Wayne Copp. Holmes seconded and the vote was approved 2-0.

4. Carlson provided an updated on current tax payment plans. Those who are not making a minimum payment will be contacted to see about the arrangement made with the Board and whether it is still valid if they have not made a payment.

5. Selectmen discussed the Beede Hill Road reconstruction by NH DOT. Paving began today.

6. Highway Shed CRF – Selectmen reviewed invoices totaling \$2,557.63 for building renovation costs including installation of the septic system, and signage. Motion was made by Cordes to request reimbursement of \$2,557.63 from the Highway Shed Capital Reserve Fund for these invoices. Holmes Sr seconded and the vote was unanimously approved 2-0.

Selectmen also discussed a storage unit for the site and will have the Road Agent get a couple of quotes to purchase one. The Board will also consider withdrawing funds for this purchase from the Capital Reserve Fund. The Board did not want to see the new work space filled with storage items. Holmes Sr suggested that he try Jim Daley in Lee as an alternate price as well.

7. Updated Library Roofing proposals – Selectmen received updated quotes from both of the low bidders on the library roofing project. Bob Meade had some time to review them and had done a quick comparison on pricing and what was included versus extras, to get both proposals on the same ground in terms of what they include and overall total costs.

With the information provided, the KTM proposal is \$27,425 and the Valliere proposal is \$32,260. This makes similar assumptions about amount of adds to the project, and the final product includes turbines, 175 feet of PVC crown molding, 175 feet of trim. The KTM proposal also includes in that price, two power vents, and the electrical work on the turbines. The Valliere proposal does not include turbines or the electrical work needed for power vents.

The Board wanted to include options for power vents and installation of PVC crown molding and fascia boards on the wooded side of the building (approximately 80 LF).

After review and discussion, motion was made by Cordes to accept the low bid of KTM Properties to include the base work at \$26,725, \$700 for two power vents and the electrical work, and \$575 for the 80 added feet of PVC crown and fascia boards. Holmes Sr seconded and the vote was approved 2-0. Selectmen signed the KTM Properties proposal noting the options chosen.

VII. NEW BUSINESS

1. Selectmen reviewed the payroll manifest \$21,594.50 and accounts payable manifest \$121,156.18 for the current week dated 12 September 2014. Motion was made by Cordes to approve the manifests. Holmes Sr seconded and the vote was unanimously approved 2-0.

2. Selectmen reviewed bills and invoices for payment.
3. Selectmen reviewed the folder of incoming correspondence.
4. Selectmen reviewed a letter dated 09/04/2014) from Health Trust regarding a return of contribution. Cordes moved to have the Health Trust credit our account with the return. Holmes Sr seconded and the vote was approved 2-0.
5. Selectmen reviewed and approved a line item transfer request dated 09/10/2014 for Government Buildings to cover the Historic Museum fuel costs.
6. Selectmen reviewed and signed an OHRV Revolving Fund manifest for \$4,956.40 in follow up to Police Department approved purchase order # 14-2. This was forwarded to the Treasurer.
7. Selectmen reviewed the following budgets and made recommendations:

4151 Financial Administration / Other

Request \$21,449

Selectmen reviewed this submission which includes Treasurer, Trust Funds, Budget Committee, and the Town's Annual Audit. The Trust Funds, Budget Committee, and Audit are the same as 2014 and felt to be in order. The Treasurer has asked for a \$900 increase in stipend for herself and \$300 for the Deputy. Selectmen discussed the request, current workload, and the availability of the Treasurer much of the year. The Board did not feel a salary increase was warranted, and recommended it at level funding for 2014. The Board did not feel a scanner was needed as there is already a scanner in the Selectmen's Office (the new copy machine).

Cordes moved to recommend a total of \$20,174 for Financial Administration / Other. Holmes Sr seconded and the vote was unanimously approved 2-0.

4195 Cemeteries

Request \$14,150

Selectmen reviewed the Cemetery budget, which includes a \$100 increase for maintenance and a new line of \$4,000 for the project-related work that needs to be done. For 2015 this includes repair of the side wall at the Cemetery. They have two estimates ranging between \$3,000 and \$5,000; and are waiting a third estimate. Substantial work has been completed this year at the Leavitt Cemetery.

Motion was made by Cordes and seconded by Holmes Sr to recommend \$14,150 for Cemeteries. The vote was approved 2-0. The default budget is \$10,050.

4442 Direct Assistance

Request \$14,850

Selectmen reviewed the Assistance budget, which is in good shape for the time of year. Request for fuel assistance have already started to come in, and activity has picked up as of September. The budget request is level with 2014. Motion was made by Cordes and seconded by Holmes Sr to recommend \$14,850 for Direct Assistance. The vote was approved 2-0. The default budget is also \$14,850.

4312 Highway Department

Request \$398,767

The rationale for the 2015 Highway budget was distributed to Board members for review.

Selectmen reviewed the contract for roadside mowing tractor rental for summer 2015. Holmes Sr inquired about getting the tractor for an additional week, as the entire Town can't quite be done in 80 hours. This will be brought back to Pitkin for consideration.

Approved 09/25/2014

4316 Street Lights**Request \$4,985**

Selectmen reviewed the budget, which is based on the current contract rates. Motion was made by Holmes Sr and seconded by Cordes to recommend \$4,985. The vote was approved. The default budget is the same amount.

4323 Solid Waste Collection**Request \$213,160**

This budget is a flat 3% contract increase over the 2014 budget, pursuant to the new contract. Motion was made by Cordes and seconded by Holmes Sr to recommend \$213,160. The vote was approved 2-0. The default budget is also \$213,160 based on the contract.

4324 Solid Waste Disposal**Request \$112,965**

Selectmen reviewed the budget and discussed the pending contract items with the 53B Solid Waste District in terms of the District's tonnage contract (recently bid out). There is a great deal of information available on the bid results, and it will be further discussed at the 53B meeting of October 1st, and Fremont needs to have one of our representatives there (Cordes or Carlson).

Cordes discussed the current trends in trash and said that the improving economy is an indicator of increasing consumerism, thus an increase in trash. Numbers for Fremont are already trending that way for the balance of 2014, with a slight increase in tonnage. Cordes moved to keep the tonnage amount of \$100,750 consistent for the 2015 budget. Holmes Sr seconded and the vote was approved 2-0.

With that change, Holmes Sr moved to move \$114,715 as the Selectmen's budget recommendation for solid Waste Disposal. Cordes seconded and the vote was approved 2-0. The default budget is \$116,415.

4550 Library**Request \$109,325**

Selectmen reviewed the submittal and went through each line item. Wages are unchanged (hours and rates) from 2014. The fuel oil line was adjusted for estimated (average) usage at current bid price, and reduced to \$8,400. The water systems maintenance line was reduced to \$700 based on the past 18 months of good water results (now testing needed only four times per year). There was discussion about the water systems maintenance and items the Town takes care of.

The exterior maintenance line was increased by \$1,000 to do additional work following the roof and painting repairs this fall; and the interior maintenance line increased by \$500. The computer maintenance line was reduced by \$1,500 based on historical usage and perceived need. Selectmen asked for the irrigation company to be contacted about adjusting sprinkler heads away from the building and air conditioning units so that the building is not discolored by the water.

With the Board's updates, a motion was made by Cordes and seconded by Holmes Sr to recommend \$106,425 for Library in 2015. The vote was approved 2-0. The default budget is \$105,8793

4723 Interest on Tax Anticipation Notes**Request \$2,000**

The budget is the same as planned for 2014. Thankfully money has not yet had to be borrowed in anticipation of taxes, but the Cordes Holmes Sr \$2000 the vote was approved 2-0

VIII. NON-PUBLIC SESSION NH RSA 91-A

The next regular Board meeting will be a work session, to be held on Thursday September 18, 2014 at 6:00 pm.

IX. ADJOURNMENT – At 9:30 pm motion was made by Cordes to adjourn the meeting. Holmes Sr seconded and the vote was unanimously approved 2-0.

Respectfully submitted,

Heidi Carlson
Town Administrator