

**November 1, 2016 Board of Selectmen Meeting Minutes**  
**Approved 11/03/2016**

Meeting was called to order at 7:00 pm in the Board of Selectmen's Office on the 2<sup>nd</sup> floor. Present were Janvrin, Barham and Cordes. This was intended to be a budgetary work session to finish up budget recommendations.

Discussion ensued on the recommendation for the Executive Budget. The focus was on the draft budget line for the clerical position. The B of S is very concerned that the TA is consistently working long hours week in and week out and is back-stopping part time positions when they are not in / available or perhaps even vacant. It is felt that Selectmen's Office is understaffed and as a result working long hours and the Town's administrative operations are vulnerable should there be any availability issues for health or other reasons.

At a prior meeting Janvrin stated that he felt that another full time position was needed. The Board then asked Carlson for some additional information regarding the cost of a full-time position at different pay rates with benefits. The information was available for this meeting. After much discussion the Board came to a consensus that at this time more hours needed to be recommended in the clerical time so that there could be clerical support throughout the work week and attend some meetings on a planned basis. At 7:30 pm a motion was made by Janvrin to recommend \$115,775 for the 4130 – Executive cost center. This included \$35,000 in a clerical wage line to include additional part-time hours.(current year budget at 26 hours per week). The rationale was for an average of 42 hours a week at \$16.00 an hour. (Final wage study report not available yet but initial information is that Fremont is underpaying for that position.) Barham seconded the motion and the vote was 3-0 to approve.

The Board next reviewed the draft of the Town Meeting Warrant. No changes or actions were initiated. There was some discussion about the pending recommendation from Fremont CATV Committee regarding the re-establishment of the franchise fee. The Board wants to know if the franchise fee is re-established what portion of the Comcast fees are subject to the fee. (Just television cable or other services too?)

The Board discussed some information the Fremont Fire Chief obtained at the Board's request regarding lease options for portable radios. The original request came from the Budget Committee so the information will be shared with the Budget Committee but since the Board has not discussed this with the two Chiefs no further action will occur until after the discussion with the Chiefs. The Board also wants to better understand the decision making process on a 7 year lease and if lease language is included regarding funding of the lease.

The Board next discussed the "pole building" that the Fire Department is interested in for FFRD storage. The Board wants to learn more about what the intentions are including size, location, structure components, anticipated appearance, cost, where the money is coming from and obtain Building Inspector input before any action occurs.

The Board briefly discussed the progress on the TH basement renovations project. Cordes will reach out to Bob Meade regarding the masonry wall time line and update on the food pantry area.

At 8:35 pm there was a motion by Janvrin to adjourn the meeting. Barham seconded the motion and the vote was 3-0.

Notes taken by Gene Cordes