

FREMONT BUDGET COMMITTEE MEETING

**Fremont Town Hall
295 Main Street
Fremont, NH 03044
September 28, 2011
7:00 PM**

I. CALL TO ORDER

Chairman Gene Cordes called the September 28, 2011 meeting to order at 7:00 PM on the main floor of Fremont Town Hall.

Present were Budget Committee Members Gene Cordes, Charles Kimball, Patricia Martel, Jeanne Nygren, Mike Nygren, Greta St. Germain, Town Administrator Heidi Carlson, School Board Representative Sharon Girardi, and Recording Secretary Susan Perry.

Members of the public included: Fire Chief Richard Butler, Lt. Kevin O'Callaghan, Capt. Matt Dustin, Lt Joel Lennon, Deputy Chief David Barker, Captain Brett Hunter, Deputy Chief Joe Nichols, and First Responder Doris Nichols.

II. REVIEW/APPROVAL OF MINUTES: SEPTEMBER 14, 2011

Jeanne Nygren made a motion to amend 44¢/mile to 51¢/mile. Mike Nygren seconded the motion. Motion passed: 7-0.

Jeanne Nygren made a motion to change the last sentence of Section 3 to read Budget Committee work session (not School Board). Mike Nygren seconded the motion. Motion passed 7:0.

Sharon Girardi made a motion to approve the minutes for the meeting of September 14, 2011 as amended. Jeanne Nygren seconded the motion. Motion passed 7:0.

III. FOLLOW-UP ON TAX COLLECTIONS AS OF 09/15/2011: INFORMATIONAL

Tax Year	Total Warrant Committed	Uncollected as of 09/15/2011
2011 First Issue	\$4,761,427	\$218,379.46
2010	\$9,453,183	\$177,803.06
2009	\$9,824,589	\$83,216.92
2008	\$9,536,450	\$13,457.85

IV. APPOINTMENT AT 7:30 PM WITH FIRE CHIEF RICHARD BUTLER 4220: FIRE RESCUE (PRELIMINARY RECOMMENDATION AT THIS TIME)

The Budget Committee reviewed detailed information that Fire Chief Richard Butler presented relating to the 4220 FIRE RESCUE budget. It was suggested that Chief Butler come to the Budget Committee meeting to give more detail after having met with the Board of Selectmen.

Chief Butler gave details about the following topics in the Fire Rescue budget:

1. 4220200 Dues and Membership - includes fire prevention program for Ellis School (approximately \$500-\$900 annually depending on how many materials might be left over from a prior year); Fire Engineering, Fire Chief, and EMS magazines; NFPA update hardcopies (\$975 – has been 4 years since last updated).
2. 4220205 EMS Training – discussion about EMS vs. Firefighter classes (harder to get into). The National Registry is changing First Responder Status including what they are certified to do. Currently there are six First Responders who plan to upgrade to Basic EMT level at @ \$600 – 800 each person. There are also bi-annual recertifications. There is a phase-in period with National Registry giving a few years to phase the transition from First Responder to EMT-Basic. Matt Dustin said that First Responders want to upgrade to EMT-B and some others have expressed interest in getting medically trained. Mr. Nygren suggested doing training in-house. Mr. Dustin said that it is difficult to get into classes to be a Certified State Instructor.
3. 4220210 Fire Training – for Level 2 Firefighters: pays for props, drill yard instructors; @ \$2,500 needed for training.
4. 4220300 New Fire Equipment: applied for grant to replace SCBA's (Town needs to have matching funds: \$11,000 to fulfill the financial part of the grant); SCBA voice boxes on masks are needed for safety purposes (@ \$950/mask –voice box set) Mr. Cordes suggested adding quotes like these with the budget in the future.
5. 4220425 Hazmat: to keep two gas meters calibrated and have a sensor replaced in one of the meters (@ \$150-500 each sensor plus \$700 for calibration); use of foams, spill pads, etc. (sometimes expenses such as spill pads may be reimbursed by insurance).
6. 4220440 Worker Health/Hep B: New members are required to get shots (@ \$70/each series – need 3 shots); there are about 3-4 new members.
7. 4220600 Hydrant/Cistern Maint. for electricity, repairs dry hydrants; well house roof needs repairs done for safety sake; covers the cistern on Spaulding Road (currently someone else pays for that). Mr. Cordes said it would be helpful to have a schedule of what is planned e.g. replacing screens and how often it has to be done (every so many years).
8. 4220660 Equipment Maint. \$9,525 was requested, of which about \$4,000 was to cover the price to have hose tested, labeled and dated (also assumption of liability of hose) at 30¢/foot of hose. The large diameter hose (4") is usually tested every other year whereas the smaller hose gets tested each year. Mr. Butler noted that some hose testing was done in-house but often no one signs up to test hose, which is an NFPA requirement. This line item also covers maintenance of SCBA compressor maintenance (\$500); maintenance on Plymovent gas exhaust removal at the station (@ \$727.50); ladder testing (9 ladders = \$272 total); and pump testing (@ \$660).
9. 4220700 Communications: covers batteries, pagers (\$425 each with four purchased annually and allowance for two repaired annually), narrow banding of radios (\$1,000 to hire out – is a FCC requirement).
10. 4220710 Dispatch Services: is contracted with the Town of Raymond.
11. 4220750 Telephones: covers two Fire Department lines, and two lines for the radio link. They are asking for additional money for a cell phone plan for Chief Butler, who noted that chiefs in

surrounding towns are paid for this with plans ranging from \$60-\$80 per month. A smart phone would enable Chief Butler to get updates from the National Weather Service, etc. right away.

12. 4220800 Computer Software and Supt.: covers new computer for rescue office (\$925); contract for Firehouse software (line item transfer) (\$330 for one license; \$550 for two licenses); and other networking updates.

Ms. Carlson mentioned that Daystar did an evaluation of the computer systems/logistics and has been asked to make up a priority list and budget plan for the balance of 2011 and into the 2012 budget year. She said she did mention that they need to have the numbers quickly.

David Barker mentioned that trucks should be taken out of service after they are 20 years old (they cost about \$300,000 each). He clarified that NFPA sets the standard about truck purchasing but there is no requirement per se, just the liability aspect and Chief Butler noted that some towns put a certain amount of money into Capital Reserve annually so they have money to buy new trucks. Ms. Carlson thought it would be helpful for citizens to understand repair issues and savings that there have been to the Town when people do work in house.

It was suggested that the Fire Department provide these types of details in their budget narrative each year to clarify/back up budget requests.

Mr. Cordes said that the Budget Committee members would review the new details and look at the budget again at the next meeting. The Board of Selectmen should review this also.

V. TOWN

The Board reviewed Town budgets with Selectmen's recommendations.

1. 4152 REAPPRAISAL OF PROPERTY

There was a discussion regarding false information done by an appraisal company and the need for liability. Mr. Nygren did not think the Town should pay a company to re-value property if it made an error on an appraisal. Ms. Carlson noted that they tried writing this into the RFP for the 2005 revaluation and it did not work well.

Jeanne Nygren moved for the Budget Committee to recommend \$48,570 for the budget of 4152 REAPPRAISAL OF PROPERTY for FY 2012. Patricia Martel seconded the motion. Motion passed 7:0.

2. 4196 INSURANCE

Jeanne Nygren recommended the Board of Selectmen's budget recommendation of \$42,519 in 4196 INSURANCE for FY 2012. Mike Nygren seconded the motion. Motion passed 7:0.

3. 4197 ADVERTISING AND REGIONAL ASSOCIATIONS

This was tabled until Ms. Carlson finds out whether Rockingham Planning Commission Dues (\$3,906) were necessary or not and what services would be lost if the Town discontinued paying them.

4. 4199 TOWN REPORT

Patricia Martel moved for the Budget Committee to recommend \$2,400 for the budget of 4199 TOWN REPORT for FY 2012. Mike Nygren seconded the motion. Motion passed 7:0.

5. 4290 EMERGENCY MANAGEMENT

Ms. Carlson noted that some cost is dependent on the size and number of incidents per year.

Mr. Kimball suggested that some money should be put away each year for the old generator at the Safety Complex that he said has failed a few times. Mr. Nygren felt that people needed to be informed of necessities in Town in this bad economy or they won't vote on Warrant Articles. Ms. St. Germain agreed that it would be helpful for Department Heads to forecast out as they budget for 2012. Mr. Cordes suggested that the Department Heads give them a spending plan for the end of the year.

Mike Nygren moved for the Budget Committee to recommend \$4,930 for the budget of 4290 EMERGENCY MANAGEMENT for FY 2012. Patricia Martel seconded the motion. Motion passed 7:0.

6. 4442 DIRECT ASSISTANCE

Mike Nygren moved for the Budget Committee to recommend \$14,700 for the budget of 4442 DIRECT ASSISTANCE for FY 2012. Charles Kimball seconded the motion. Motion passed 7:0.

7. 4610 CONSERVATION FUNDS CUMULATIVE SPREADHEET: FOR INFORMATION**V. OTHER**

The Board discussed the benefit of having details behind budgets such as the Fire Rescue budget tonight to rationalize expenses.

Ms. St. Germain said she would talk to the Board of Selectmen about having a work session and come back to the Budget Committee with a completed Fire Rescue Department budget.

VI. NEXT SCHEDULED MEETING: WEDNESDAY, OCTOBER 12, 2011 at 7 PM**VII. ADJOURNMENT**

At 9:21 PM, Sharon Girardi made a motion to adjourn. Charles Kimball seconded the motion. Motion passed 7:0.

Respectfully Submitted,

Susan Perry
Recording Secretary

Approved 10/12/2011