

# FREMONT BUDGET COMMITTEE MEETING

Fremont Town Hall  
295 Main Street  
Fremont, NH 03044

**September 12, 2012**  
**7:00 PM**

## I. CALL TO ORDER

Chairman Gene Cordes called the September 12, 2012 meeting to order at 7:02 pm on the main floor of Fremont Town Hall.

Present were: Budget Committee Members Gene Cordes, Griffin Cordes, Charles Kimball, Greg Fraize, Greta St. Germain, and Joe Miccile, Town Administrator Heidi Carlson, and Recording Secretary Susan Perry. Members of the public included: School District Superintendent Michelle Langa and Business Administrator Laurie Verville, and Sharon Girardi.

## II. INTRODUCTIONS

The Budget Committee and School District members introduced themselves.

## III. PATRICIA MARTEL: LETTER OF INTEREST IN VACANT POSITION

Mr. Cordes spoke about the long history that Patricia Martel has had with the Budget Committee and thought she would be a great addition to the Budget Committee again. Ms. St. Germain agreed that Ms. Martel was an asset to the town. Mr. Fraize said Ms. Martel helped him learn while on the Budget Committee last year. Mr. Kimball was glad to see Ms. Martel back.

*Greta St. Germain made a motion to appoint Patricia Martel to the Budget Committee until March 2013 when the position will go to the Town Meeting vote. Charles Kimball seconded the motion. Motion passed 6:0.*

Ms. Carlson swore in Ms. Martel as member of the Budget Committee.

## IV. SCHOOL

### A. JUNE 30, 2012 YE REPORT

Laurie Verville said that she would email the most recent year-end Report to the Committee members tomorrow morning but she reviewed information she did have tonight. She mentioned that the SAU had tried for conservative spending when the budget was frozen. The bottom line was an unassigned fund balance of about \$143,000 to go towards the tax rate.

Ms. Verville explained how the budget process leads to the MS-24 and reviewed items of revenue such as: local sources, State sources (e.g. catastrophic aid), child nutrition, Federal sources (e.g. Individuals with Disabilities, REAP, IDEA, Titles I and II); Free/Reduced meals; and Medicaid Distribution. The DOE uses the MS-24 and MS-25 data to formulate tax rate. She mentioned that the projected revenue was close to what it will be this year. The estimated revenues (grants) were under-recorded.

Ms. Langa explained that a lot of items that were budgeted for and needed were not purchased due to the budget freeze so that the \$143,000 surplus amount really represented some “belt-tightening”.

## **B. AUGUST 31, 2012 SPENDING REPORTS**

Ms. Verville reviewed the August 31, 2012 balance sheet, noting that it was a good system for reconciling assets (three cash accounts). She mentioned that she was working well with the Treasurer. She noted that auditors would be at the SAU in two weeks to go through the audit process. She explained that the Maine State taxes dealt with tax withholdings (payroll) for some School District employees who reside in Maine.

The Statement of Revenues, General Fund FY 12-13 was taken from the adopted budget. Ms. Verville noted that café services had run in deficit but the School Board/Superintendent worked against that and so the line was washed to net zero. Lunch cost had not changed much until this year. The Federal Government was holding Districts to adjust lunch costs related to Federal subsidizing.

There was discussion about Sanborn Regional High School tuition and enrollment. The tuition rate would be finalized in November. One of the factors in the enrollment was due to a large group that graduated last year and a smaller group entering Preschool this year, as well as moves out of Fremont and entries into Charter School.

Ms. Martel asked about the \$90,812 amount in the Adjustments column and Ms. Verville explained that it was from FY11 that was rolled into the budget (was adjusted up) and that it was not her preferred method.

## **C. SCHOOL BOARD’S LETTER TO DRA RE. CHANGES TO 2012 MS-22**

Ms. Verville had done research about how the District reported what the Federal Grants were. She said that often their calendar year differs from the Town’s calendar year (could be 14-16 months). She got all grants reconciled with the DOE and all monies were expended. She found that carryover monies on entitlements need to be reported the total amount to be received in FY12 into FY13 (but was not reported on MS-22). She contacted the Department of Revenue and was advised to look at Ch. 32 Section 11 that allows the amendment of MS-22 and doesn’t affect the tax rate. Ms. St. Germain noted that the previous administration said that could not be done. Ms. Verville explained that the carryover has to be reported. Answering Ms. Martel, Ms. Verville noted that if it were on the MS-22, it would not have impacted the tax rate.

*Greta St. Germain made a motion to have the Budget Committee appeal on the School Board’s behalf to amend MS-22. Greg Fraize seconded the motion. Motion passed 7:0.*

Ms. Verville would write the letter and email it to Ms. Carlson to have Mr. Cordes sign it.

Mr. Fraize noted that the School Board would like the Budget Committee to vote (aye: nay) on any information request that they would like from the School Board.

Committee members would have opportunities to ask questions about line items as they review each budget.

**V. TOWN****A. AUGUST 31, 2012 SPENDING REPORT**

Ms. Carlson noted that there was nothing remarkable in the spending report but the following topics were mentioned: some projects were sent out to bid, such as the painting of the meeting house; Kathy Arsenault had resigned; building permit revenue was up; the Town's estimated revenue (MS-4) was up over \$2 million; and revenues were down a bit overall but there was no real affect on the tax rate. Department of Labor inspections will be done in November.

**B. TOWN BUDGET BOOKS FOR COMING YEAR**

There was brief review of who needed budget bookbinders.

**C. DISTRIBUTION OF BUDGETS FOR REVIEW (2013)**

The Committee decided that the Police, Highway and Fire Departments would probably review their budgets at upcoming meetings. Where the Police Chief is new, it was suggested to review the Police Department budget in late October/early November. The Committee would welcome any Department that would like to present their budget (by statute) but the Committee could not request a Department to be present.

**VI. OTHER BUSINESS****A. REVIEW AND APPROVAL OF MINUTES FOR MEETING OF AUGUST 15, 2012**

*Charles Kimball motioned to make amendments to the minutes of August 15, 2012. Griffin Cordes seconded the motion. Motion passed 6:0:1 (abstention from Patricia Martel).*

*Charles Kimball motioned to approve the minutes of August 15, 2012 as amended. Greta St. Germain seconded the motion. Motion passed 6:0:1 (abstention from Patricia Martel).*

**B. TRAINING OPPORTUNITY: LGC BUDGET WORKSHOP**

There was a reminder about the LGC Budget Workshops on September 18 and 20 for which spaces were still available.

**C. TAX RATE UPDATES**

The Town's assessed evaluation was up about  $\frac{3}{4}$  to  $\frac{1}{2}$  % and Ms. Carlson was waiting to hear from the State when the rates were fixed.

**D. RESIGNATION PENDING FROM PATRICIA WLASUK**

Patricia Wlasuk's resignation was pending. Ms. Carlson would post the opening tomorrow and put it in the newsletter and have a formal resignation letter from Ms. Wlasuk before any new appointment to take her place. She would send Ms. Wlasuk a reply stating that she was in receipt of the email.

**E. NEXT SCHEDULED MEETING DATE: WEDNESDAY SEPTEMBER 26, 2012**

Board approved on September 26, 2012

September 12, 2012

**F. OTHER**

Email backup information about the issue regarding an amount of money that the SAU expended last year would be forwarded to Ms. Martel and hardcopies provided to Mr. Kimball for review if necessary before closing the matter.

After discussion about the idea of letting political candidates speak at Committee meetings, a vote was taken.

*Charles Kimball motioned to allow candidates to introduce themselves and sit in public at Budget Committee meetings with no platform and no agenda item. Patricia Martel seconded the motion. Motion passed 7:0.*

**G. ADJOURNMENT**

*At 8:42 pm, Charles Kimball made a motion to adjourn. Greta St. Germain seconded the motion. Motion passed 7:0.*

Respectfully Submitted,

Susan Perry  
Recording Secretary