

FREMONT BUDGET COMMITTEE MEETING

Fremont Town Hall
295 Main Street
Fremont, NH 03044

**October 3, 2012
7:00 PM**

I. CALL TO ORDER

Chairman Gene Cordes called the October 3, 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 (arriving at 7:05 pm), Greg Fraize (arriving at 7:42 pm), Patricia Martel, Greta St. Germain (arriving at 8 pm), and Joe Miccile, Town Administrator Heidi Carlson, and Recording Secretary Susan Perry. Members of the public included Mike Nygren (who was sworn in later) and Felicia Augevitch (running for office, was a member of the public tonight). There were introductions.

II. PATRICIA WLASUK'S RESIGNATION LETTER RECEIVED 10/01/2012 MIKE NYGREN APPOINTMENT

Charles Kimball made a motion to accept the resignation of Patricia Wlasuk (letter received on 10/1/2012). Griffin Cordes seconded the motion. Motion passed 5:0.

Mike Nygren was interested to return to serve on the Committee and brought past experience. There was strong consensus to approve.

Charles Kimball made a motion to appoint Mike Nygren to the Budget Committee for the term vacated by Patricia Wlasuk until the March 2013 Town Meeting Date. Pat Martel seconded the motion. Motion passed 5:0. Ms. Carlson swore in Mr. Nygren and papers were signed.

III. REVIEW OF MINUTES FOR SEPTEMBER 26, 2012

Charles Kimball motioned to make amendments to the minutes of September 26, 2012 (change vote of J. Building Inspection 4240). Griffin Cordes seconded the motion. Motion passed 6:0:1.

Pat Martel made a motion to approve the amended minutes of September 26, 2012. Joe Miccile seconded the motion. Motion passed 6:0:1.

There was discussion about the topic of omitting names from votes in the minutes or if that was just for warrant tally votes. Mr. Miccile said he would contact legal services and find out.

IV. SCHOOL

A. CONSIDER DATE FOR SCHOOL PUBLIC BUDGET HEARING

After discussion, the Committee members agreed to post Tuesday, January 8, 2013 for both School and Town Public Budget Hearings, with a snow day on January 9, 2013; January 9 could be used for continuation if necessary in which case the snow day would be January 10.

V. TOWN BUDGETS WITH RECOMMENDATIONS FROM THE BOARD OF SELECTMEN

A. SPREADSHEET OF BUDGET STATUS TO DATE SEPTEMBER EXPENDITURE REPORT DISTRIBUTION (tabled for the next meeting)

Ms. Carlson reviewed the September Expenditure Report as of 10/03/2012. She explained that she updates this each week. It shows three years' worth of history.

B. 4152: REAPPRAISAL OF PROPERTY

Ms. Carlson reviewed the function description of 4152 Reappraisal of Property. Some highlights included:

Appraisal Services: Town's contract with MRI that increases about 3%/year (services include sales reviews, equalization survey, etc.) Might not be fully spent.

Utility value = George San Soucy (sp?); of the \$11,000 2013 Default, \$7,000 would be left over. Mr. Nygren asked if this could be encumbered for next year. Ms. Carlson said she would ask the auditors if this was possible. Mr. Cordes said it was a Board of Selectmen prerogative but the Budget Committee could make a note of it only.

Map Updates: new company; there were only a few tax map changes. GIS Map Program was paid to the same firm (Cartographics) who does maintenance/tech support per year.

Computer Eq/Sftware: \$7,250= was the cost to have data hosted on vision website (\$2200) and \$5050 for annual software maintenance for Vision (2 users).

Griffin Cordes recommended the Board of Selectmen's budget recommendation of \$40,720 in 4152: REAPPRAISAL OF PROPERTY for FY12-FY13. Joe Miccile seconded the motion. Motion passed 6-0.

C. 4197: ADVERTISING & REGIONAL ASSOCIATION

This included dues for NH LGC (provides legal advice and training, etc.) and Rockingham Planning Commission (helps towns with land use and planning matters). Backup information was provided.

Charles Kimball recommended the Board of Selectmen's budget recommendation of \$7,034 in 4197: ADVERTISING & REGIONAL ASSOCIATION for FY12-FY13. Pat Martel seconded the motion. Motion passed 6:0:1.

D. 4199: TOWN REPORT

There was a question of the number of hits the Website gets (perhaps this could be obtained by the Website company).

Pat Martel recommended the Board of Selectmen's budget recommendation of \$2,400 in 4199: TOWN REPORT for FY12-FY13. Joe Miccile seconded the motion. Motion passed 7:0.

E. 4290: EMERGENCY MANAGEMENT

This line is primarily for disaster preparation and is used in the case of emergency.

Ms. Carlson noted that a Shelter Committee was being established that includes representatives from the Board of Selectmen, School Board, Emergency Directors, Police Department and Community. They will look at the possibility of having Ellis be used as a shelter (needs a generator). They will look for grants, cost sharing, etc.

Griffin Cordes recommended the Board of Selectmen's budget recommendation of \$4,130 in 4290: EMERGENCY MANAGEMENT for FY12-FY13. Charles Kimball seconded the motion. Motion passed 7:0.

F. 4520: PARKS & RECREATION

Line item transfers were permissible so long as there was money in the bottom line. The biggest part of this budget was the summer program where there was an increase in enrollment and revenues.

There was better reallocation on how things were spent in Field Maintenance.

Greg Fraize made a motion to amend the Playground Trips line item in 4520 PARKS & RECREATION to the Department request of \$200. Pat Martel seconded the motion. DISCUSSION:

There was discussion about the Playground Trips line and having sufficient money to run the trips they wanted. Mr. Fraize mentioned that his family took part in the trips and felt that perhaps more trips were not planned because of the budget of \$50. Ms. Martel and Ms. St. Germain explained that there was still about \$11,000 to spend and they could move funds around to pay for what they needed to. Ms. Carlson noted that she had sent an email to the Director about next year already.

VOTE: Motion failed 1 aye: 5 nay: 2 abstentions.

Joe Miccile recommended the Board of Selectmen's budget recommendation of \$40,386 in 4520: PARKS & RECREATION for FY12-FY13. Griffin Cordes seconded the motion. Motion passed 7:1.

G. 4414: ANIMAL CONTROL

The Animal Control officer works on an on-call basis. She deals with questions, complaints, etc. regarding animals and has an agreement with Brentwood Animal Hospital if an animal is injured. She attends a course at UNH each year. The wages line was held to be somewhat level but then there was a 2% increase based on 500 hours/year. The "object code Rabies Vaccine" line in the report was how the spreadsheet was set up.

Mr. Nygren was concerned that the actual spending was shorter than the allocation of \$8,000. Ms. Carlson said that she had looked at spending and this was based on 8-10 hours/week more or less.

Greg Fraize recommended the Board of Selectmen's budget recommendation of \$11,135 in 4414: ANIMAL CONTROL for FY12-FY13. Joe Miccile seconded the motion. Motion passed 7 (aye):0:1 (abstention).

H. 4415: HEALTH (N/A: done last week)**I. 4442: DIRECT ASSISTANCE**

The Overseer of Direct Assistance is Dawn Jarrell and she deals in welfare matters (Welfare Statute 165) by appointment.

Mr. Kimball noted that there was a food bank in Manchester. Ms. Carlson said that Scouts, Ellis School and individuals in Fremont do food drives as well.

The rationale sheet should read "4442" not "4199" at the top.

Greg Fraize recommended the Board of Selectmen's budget recommendation of \$11,000 in 4442: DIRECT ASSISTANCE. Pat Martel seconded the motion. Motion passed 8:0.

J. 4550: LIBRARY

There was a new librarian as of May 2012 and the work schedule was increased by 6 hours/week. The library was now open for 41 hours/week. Ms. Carlson explained that trustees oversee libraries (RSA 202). There was discussion regarding giving a wage increase or not and how the trustees could move money however (e.g. from the books line item) they liked to increase wage.

Griffin Cordes made a motion to amend line item 770 Electricity but then withdrew his motion given that they anticipated the library being open more.

There was discussion about inviting the library trustees to present their budget and if it would matter since they are their own entity.

Greg Fraize recommended the Board of Selectmen's budget recommendation of \$105,125 in 4550:LIBRARY for FY12-FY13. Joe Miccile seconded the motion. Motion passed 6 aye:2 nay.

Ms. Carlson would ask the library trustees why the library was open longer and who uses the library at what hours.

K. 4583: PATRIOTIC PURPOSES

Pat Martel recommended the Board of Selectmen's budget recommendation of \$2,185 in 4583: PATRIOTIC PURPOSES for FY12-FY13. Mike Nygren seconded the motion. Motion passed 8:0.

L. 4610: CONSERVATION COMMISSION: Vote delayed until next meeting

At the end of the year, any leftover money is written in a check to the Commission to put into the conservation fund (a specific statutory right each year). Ms. Carlson keeps a spreadsheet and can bring this to the next meeting.

Charles Kimball made a motion to request more information (use \$150 on dues each year) for 4610: CONSERVATION COMMISSION for FY12-FY13. Greg Fraize seconded the motion. Motion passed 8:0.

M. 4711: DEBT SERVICE PRINCIPAL & 4712 DEBT SERVICE INTEREST

Ms. Carlson mentioned that the Town had purchased "Smith Land" (the transaction was done in March 2012). This land is about 76 acres. New Hampshire Municipal Bond Bank information was provided for review.

Greg Fraize recommended the Board of Selectmen's budget recommendation of \$227,579 in 4711: DEBT SERVICE PRINCIPAL & 4712 DEBT SERVICE INTEREST for FY12-FY13. Charles Kimball seconded the motion. Motion passed 8:0.

VI. THE BASIC LAW OF BUDGETING (for distribution)

VII. NEXT MEETING: WEDNESDAY OCTOBER 10, 2012

VIII. ADJOURNMENT

At 9:15 pm, Charles Kimball made a motion to adjourn. Greg Fraize seconded the motion. Motion passed 8:0.

Respectfully Submitted,

Susan Perry, Recording Secretary