

FREMONT BUDGET COMMITTEE MEETING

Fremont Town Hall
295 Main Street
Fremont, NH 03044
October 10, 2012
7:00 PM

I. CALL TO ORDER

Chairman Gene Cordes called the October 10, 2012 meeting to order at 7:00 pm on the main floor of Fremont Town Hall.

Present were: Budget Committee Members Gene Cordes, Griffin Cordes, Charles Kimball, Greg Fraize, Patricia Martel, Greta St. Germain, and Joe Miccile, Mike Nygren, Town Administrator Heidi Carlson, and Recording Secretary Susan Perry. Members of the public included Mark Pitkin, Eric Abner, Cheryl Rowell, and Bethany Brace.

II. ROAD AGENT MARK PITKIN: HIGHWAY DEPARTMENT 7pm

After introductions, the Committee reviewed the Highway Department budget (4312) with Road Agent Mark Pitkin. Effort was made for a level-funded budget.

Highlights included:

- **Winter Equipment Hire** (hire out trucks except one truck and backhoe): Mr. Nygren had concern about this expense being greater than past budgets when the Town did not own a backhoe. Ms. St. Germain said this has been researched and that in the past \$120,000 was budgeted in this line and that Mr. Pitkin has made less than the previous person. There was effort to put at least \$100,000 into Fremont roads; if this was not totally spent, the remainder would be put into hot top, etc.
- **Summer Equipment Hire**: install drainage pipes, excavator, hammer compactor
- **Full-time Wages**: flat-funded except 2% raise
- **Full-time Overtime**: mostly in winter as needed
- **Part-time Wages**: summer help
- **Training**: Road Scholar had been awarded
- **Safety Equipment & Supplies**: safety glasses, gloves, etc. (level funded)
- **General Supplies** (paper, grass seed, etc.) (level funded)
- **New Equipment** (not needed)
- **Hand Tools and Power Tools**: (level funded) (will be combined into one tool line)
- **Communications**: Nextels/2 cell phones (level funded)
- **Drainage**: culverts, catch basins, curtain drains (level funded)
- **Signs & Posts** (lot of graffiti last year) (level default budget)
- **Hot/Cold Patch**: fill potholes
- **Gravel Stone Loam**: shoulder work, project-based (rework curb on Rogers Road)
- **Backhoe Maintenance**: will be adjusted, but same bottom line
- **Sweeper Maintenance**: brushes replaced yearly
- **Other Equipment Maintenance**: generators, chippers
- **Truck Maintenance**: extended warranty came out of the \$4,838.16 2012 spent to 9/30/12)
- **Hottop & Reconstr Materials**: gets spent 100 %
- **Roadside Mowing**: whole Town was mowed this year

- **Beaver Control:** trapping, log truck, blockage in culvert pipe (it was noted that the Animal Control Officer cannot do what the Highway Department does regarding beaver control issues)
- **Tree Work:** only if necessary
- **Block Grant:** \$93,723 goes in Town's general fund and offsets this budget; Town decided/targeted to use this money for road improvements. This is revenue that the State sends to help with roads and is a different amount each year (gas tax) – is different for each town. Leavitt Road/Rogers Road will be paved next Tuesday (use @ \$97,000)
- **QUESTION:** What were the cost savings of owning a backhoe? **ANSWER:** The backhoe helps with work every day doing bigger jobs such as catch basins and culverts (without it, less work would be done).
- **NOTE:** money would be rearranged in this budget, sent to the Selectmen and a new workout would be reviewed at next week's Budget Committee meeting on Wednesday.

Charles Kimball made a motion to table a vote on the Highway Department budget until next week when the Budget Committee receives revised budget line allocation. Greg Fraize seconded the motion. Motion passed 8:0.

Mr. Pitkin noted that there would be requests for Warrant Articles for: work on Whittier Drive (2 miles long) at \$100,000 to do a portion of the road (he will get a prioritized list of work and estimates; some spots need complete reclamation); and putting money into the Capital Reserve for equipment, bridges and garage. Warrant Articles would be dealt with separately. Mr. Kimball suggested placing a speed bump on Beede Road.

III. LIBRARY TRUSTEES – LIBRARY FOLLOW-UP 8:05 pm (Data Sheet Provided)

Library Trustees Eric Abney and Cheryl Rowell and Librarian Bethany Brace answered questions that the Committee had about the Library budget, including what demand there was that drove the increased library hours. There was public request to have the library open on Mondays since there was a large gap between Saturday afternoon to Tuesday afternoon. Also, it was decided to open the library on Saturdays when there were Monday holidays. Ms. Brace said that the library recently got a patron counter but she did not have enough information yet to draw conclusions (there were about 52 patrons/day during the two weeks of data). Mr. Abney explained that the library has made an effort to serve adults as well as children (for movie nights and use of the Community Room for meetings such as Scouts). The library has WiFi, which is a help to patrons.

With the increased demand for digital books, the library offers inter-library loan requests, e-books and audio books within the state system. It is less costly for the library to get these from the State (patrons go through the Ellis library to borrow these items from the State).

Ms. Brace noted that the tally of patrons did not actually mean the number of people (e.g. people can take out more than one book so the tally could relate to the number of books not the actual number of patrons).

Ms. Rowell noted that children's programs run year-round in the library. She asked about the instance where the library might need maintenance work (such as a leak). Ms. Carlson replied that money could be moved from other budgets but very rarely does money move from another Department's budget.

It was noted that two people needed to be working at the library for safety and that there was added cost for shipping of books requested from other libraries (if one person needed to go offsite there could not be just one person working at the library).

Mr. Nygren noted that the Town has strived for default budgets the past three years due to the economy and that it affected all Departments. Mr. Cordes mentioned that salaries in Town had been frozen. Mr. Abney said that money was moved from books to pay for salaries. Ms. Brace said that they have paid for books separately for the last four months. She also stated that they projected wages to equal about \$12,000 over the next three months (\$46,115 year to date/ should be about \$58,000 for the year). Sometimes there is a third library employee to assist at events. Mr. Nygren suggested re-working the budget and noting any safety aspects such as leaks). There was discussion about public water system maintenance.

IV. SCHOOL

A. FOLLOW-UP TO JUNE 30, 2100 INFORMATION

Ms. Martel said that she read the memo from Laurie Verville and compared it to financial statements and she deemed the numbers to be correct (matching exactly). The Committee's consensus was to close this issue tonight.

V. TOWN BUDGETS FOLLOW UP

A. DOG LICENSE REVENUE AS DISCUSSED (\$11,000) LAST WEEK IS CORRECT YTD ✓

B. CONSERVATION COMMISSION SPREADSHEET TO DATE DISTRIBUTED FOR MEMBERS INFORMATION

This was for information. \$65,000.00 in obtained bonds was a short term note that the Town got. The \$40,000 in received grants were received in 4 \$10,000 grants. Ms. Carlson noted that the Town was now authorized to borrow up to \$935,000 (not like credit).

C. PARKS & RECREATION HAS RECEIVED THE OLD INVOICES FOR THE GYMNASTICS VISITS FOR PLAYGROUP (GYMNASTICS BUDGET LINE ITEM WILL BE SPENT IN FULL FOR 2012) ✓

VI. SEPTEMBER BUDGET SPREADSHEET DISTRIBUTED

The Committee members would review the spreadsheet on the Town Budget vs. Actual January 1 to September 30, 2012 to review and bring in any questions to next Wednesday's meeting.

VII. OTHER

Mr. Miccile called Government Center and found out that names should not go in tally votes at public hearings but the Budget Committee meeting minutes could state names in votes that are not unanimous if the Committee members prefer. Since past practice was to add names in minutes, consensus was to continue this practice. Mr. Kimball noted that he misunderstood the woman who spoke in a quick manner at the meeting originally.

VIII. NEXT MEETING: WEDNESDAY OCTOBER 17, 2012

IX. ADJOURNMENT

At 9:03 pm, Mike Nygren made a motion to adjourn. Greg Fraize seconded the motion. Motion passed 8:0.

Respectfully Submitted, Susan Perry, Recording Secretary

Budget Approved on October 17, 2012

October 10, 2012