

**FREMONT BUDGET COMMITTEE MEETING****Fremont Town Hall****295 Main Street****Fremont, NH 03044****October 7, 2015****7:00 PM****I. CALL TO ORDER**

Chair Mary Anderson called the October 7, 2015 Budget Committee meeting to order at 7:00 PM on the main floor of Fremont Town Hall.

Present were: Budget Committee Chair Mary Anderson, Vice Chair Mark Kidd, members Mike Nygren, Gene Cordes, Pat Martel, and Joe Miccile, School Board representative Jennifer Brown, and Town Administrator Heidi Carlson.

**II. APPROVAL OF MINUTES****A. SEPTEMBER 16, 2015**

*Jennifer Brown made a motion to approve as amended the minutes of September 16, 2015. Joe Miccile seconded the motion. Motion passed 6:0:1 (G. Cordes, abstention).*

**B. SEPTEMBER 30, 2015**

*Gene Cordes made a motion to approve as amended the minutes of September 30, 2015. Mike Nygren seconded the motion. Motion passed 7:0.*

Mr. Cordes requested that the amended minutes be sent to the committee members.

**III. SCHOOL FOLLOW-UP**

Ms. Brown reported that the Financial Administrator Susan Penny will be meeting with the forensic auditors on October 13<sup>th</sup> and a report will follow. She noted that the budget timeline is being followed but will have estimates for health care and Sanborn tuition since those numbers are not due until around December. Ms. Anderson understood that health care will be difficult (due to Cadillac Plans, etc.)

Ms. Anderson requested that Ms. Brown ask Ms. Penny what the actual amount of the refund/return is that would go against taxes. She thought it was around \$375,000 but the final report showed \$341,214.85 so she was unsure of the correct amount.

**IV. TOWN BUDGETS FOR REVIEW (WITH SELECTMEN'S RECOMMENDATIONS) WORKING LIST**4130 EXECUTIVE

The increase was due to the 2% wage increase and the new part-time position in the Selectmen's office (\$12/hr. for 10 hrs/wk) Ms. Carlson noted that they are working on writing a job description for the new position.

*Jennifer Brown recommended the Board of Selectmen's budget recommendation of \$106,741 in line 4130 EXECUTIVE. Pat Martel seconded the motion. Motion passed 6:0:1 (M. Nygren, abstention).*

4140 TOWN CLERK TAX COLLECTOR

There was discussion about the wages. Mr. Cordes mentioned that there was consensus on the board that the clerical position was underpaid (\$13/hr.) for the importance/expectation of the work

done in the Clerk's Office compared to other positions. Mr. Nygren said that there is training involved in town positions and he was concerned about the raise for this position and not others (all positions are important). Ms. Anderson said this is not new in Fremont and that there should be a wage study across the board as some positions are underpaid. Ms. Martel felt that it is not fair to bump someone up in wages when everyone else gets a certain percent increase. Mr. Nygren suggested reducing line 4140030 TCX Clerical & Contr. Svc. To \$7491 (\$12.48 x 12 hrs/week x 50 weeks = \$7,491) and reduce line 4140080 Training to \$885 (which is the Department's recommendation).

*Mike Nygren recommended a budget of \$60,818 in line 4140 TOWN CLERK TAX COLLECTOR. Pat Martel seconded the motion. Motion passed 6:1 (G. Cordes, nay).*

#### 4141 ELECTION & REGISTRATION

There was discussion about the cost of town election costs and State/National election costs (for which the government pays more, but for which there are more man hours).

*Jennifer Brown recommended the Board of Selectmen's budget recommendation of \$14,926 in line 4141 ELECTION & REGISTRATION. Pat Martel seconded the motion. Motion passed 7:0.*

#### 4151 FINANCIAL ADMINISTRATION OTHER

*Pat Martel recommended the Board of Selectmen's budget recommendation of \$6,960 in line 4151 FINANCIAL ADMINISTRATION OTHER (Treasurer). Mark Kidd seconded the motion. Motion passed 7:0.*

*Mike Nygren recommended the Board of Selectmen's budget recommendation of \$700 in the Trust Fund lines (415100, 4151410). Joe Miccile seconded the motion. Motion passed 6:0:1 (P. Martel, abstention.)*

It was noted that the figure for "2014 Spent" under the BUDCOM Clerical line 4151600 was incorrect as it is usually around \$1800.

*Gene Cordes recommended the Board of Selectmen's budget recommendation of \$12,750 in the Budget Committee Line Items (4151600, 4151650, 4151800). Mike Nygren seconded the motion. Motion passed 7:0.*

#### 4152 REAPPRAISAL OF PROPERTY

It was noted that the 2016 Default should read "38,526".

*Pat Martel recommended the Board of Selectmen's budget recommendation of \$38,526 in line 4152 REAPPRAISAL OF PROPERTY. Mike Nygren seconded the motion. Motion passed 7:0.*

#### 4153 JUDICIAL & LEGAL EXPENSE

*Mike Nygren recommended the Board of Selectmen's budget recommendation of \$20,000 in line 4153 JUDICIAL & LEGAL EXPENSE. Mark Kidd seconded the motion. Motion passed 7:0.*

#### 4191 PLANNING & ZONING

Ms. Carlson noted that a grant will be used for UNH do to road service management. Rockingham Planning Commission would like to further this work in conjunction with the CIP. There was an increase in Matching Grants for grants. Revenues are down overall compared to other years. She noted that there is need for technical help at P&Z meetings and someone will need to be trained. The budget includes a 2% clerical wage increase. Seeing that there is a \$12,000 increase (FY15 to FY16), Ms. Anderson suggested reducing the following based on past expenditure: 4191100 Postage to be \$1,500; 4191250 Advertising to be \$1,250. This made the budget recommendation \$43,885.

*Mark Kidd recommended a budget of \$43,885 in line 4191 PLANNING & ZONING. Pat Martel seconded the motion. Motion passed 7:0.*

#### 4195 CEMETERIES

Ms. Carlson noted that the town needed to find a person who knew the location of burial plots, deeds, etc. She and Ms. Nygren have been trying to get current but there is a lot of information that had not been written down. The position would be about \$12/hour for 5-10 hours/week and would perform the day to day supervision, deed tracking, etc.

*Mary Anderson recommended the Board of Selectmen's recommendation of \$16,790 in line 4195 CEMETERIES. Mark Kidd seconded the motion. Motion passed 7:0.*

#### 4197 ADVERTISING & REGIONAL ASSOCIATION

The difference between the recommendations of the Department and the Selectmen were estimated dues. Ms. Anderson thought that the \$250 increase since last year is fair.

*Pat Martel recommended the Board of Selectmen's recommendation of \$7,895 in line 4197 ADVERTISING & REGIONAL ASSOCIATION. Mark Kidd seconded the motion. Motion 7:0.*

#### 4199 OTHER GENERAL GOVERNMENT

*Mike Nygren recommended the Board of Selectmen's recommendation of \$2,450 in line 4199 OTHER GENERAL GOVERNMENT. Jennifer Brown seconded the motion. Motion passed 7:0.*

#### 4215 AMBULANCE SERVICES

*Jennifer Brown recommended the Board of Selectmen's recommendation of \$8,000 in line 4215 AMBULANCE SERVICES. Mike Nygren seconded the motion. Motion passed 7:0.*

#### 4220 FIRE DEPARTMENT

*Jennifer Brown recommended the Board of Selectmen's recommendation of \$187,619 in line 4220 FIRE DEPARTMENT. Pat Martel seconded the motion. Motion passed 7:0.*

#### 4240 BUILDING INSPECTION

Increases included a 2% wage increase and 3 more hours per week due to increased activity (budgeted at 29 hours instead of 26 hours). There was discussion. Ms. Martel suggested reducing the Mileage & Exp. Reimb. Line from \$1,200 to \$1,000. Mr. Cordes noted that the Inspector used to go to meetings in Concord from his workplace that was in Concord; now, however, he is in Fremont so his mileage to Concord meetings will increase. The REVENUE: PERMIT FEES line was increased from the Selectmen's recommendation of \$50,000 to \$55,000.

*Pat Martel recommended a budget of \$36,413 in line 4240 BUILDING INSPECTION. Mike Nygren seconded the motion. Motion passed 6:1 (G. Cordes, nay)*

#### 4290 EMERGENCY MANAGEMENT

There was a \$40 increase due to rearrangement.

*Jennifer Brown recommended the Board of Selectmen's recommendation of \$4,040 in line 4290 EMERGENCY MANAGEMENT. Mark Kidd seconded the motion. Motion passed 7:0.*

#### 4323 SOLID WASTE COLLECTION

*Pat Martel recommended the Board of Selectmen's recommendation of \$219,555 in line 4323 SOLID WASTE COLLECTION. Mike Nygren seconded the motion. Motion passed 7:0.*

#### 4324 SOLID WASTE DISPOSAL

There was a decrease in the tonnage rate due to renegotiations. There was discussion about bulk recycling and it was mentioned that it was more costly to have curbside pickup.

*Joe Miccile recommended the Board of Selectmen's recommendation of \$101,450 in line 4324 SOLID WASTE DISPOSAL. Jennifer Brown seconded the motion. Motion passed 7:0.*

#### 4414 ANIMAL CONTROL

There is a 2% wage increase at about 8 hours/week.

*Pat Martel recommended the Board of Selectmen's recommendation of \$9,890 in line 4414 ANIMAL CONTROL. Mark Kidd seconded the motion. Motion passed 7:0.*

#### 4415 HEALTH

It was noted that the school nurse is the Deputy Health Officer.

*Mark Kidd recommended the Board of Selectmen's recommendation of \$900 in line 4415 HEALTH. Jennifer Brown seconded the motion. Motion passed 7:0.*

#### 4583 PATRIOTIC PURPOSES

There is an increase of about \$650 in the Flags line to replace the flags on Main Street. Also, there is an increase of \$50 for the new organist (the former organist retired).

*Pat Martel recommended the Board of Selectmen's recommendation of \$2,735 in line 4583 PATRIOTIC PURPOSES. Mark Kidd seconded the motion. Motion passed 7:0.*

#### 4610 CONSERVATION COMMISSION

It was noted that there is about \$90,000 in Current Use (Conservation Commission's own account). There was discussion about support of the Conservation Commission and the importance of the work the Commissioners do. Mr. Kidd and Mr. Nygren spoke about the Commission being an operation that can pay for itself (which was why their budget was reduced to \$1 last year). The Budget Committee members realized however that the Conservation Commission was obligated to have a clerical function and Mr. Cordes spoke about the importance of the Commission. The clerical part of the budget was part of Meredith Bolduc's job but she no longer provides this work. Ms. Brown said that the taxpayers support the Department and she understood the income piece but said there has to be a fair recognition of it as a community department. Ms. Anderson said that the Commissioners work hard and as a compromise to show support she suggested using the Department Requested amounts for all lines except the following reductions: Training & Seminars (\$100); Membership Dues (\$400); Cons. Improvement (\$1); and Conservation Projects (\$600). The resulting budget is \$2,723.

*Mary Anderson recommended a budget of \$2,723 in line 4610 CONSERVATION COMMISSION. Mike Nygren seconded the motion. Motion passed 6:1 (G. Cordes, nay)*

#### **V. PENDING SELECTMEN'S RECOMMENDATION (AND REMAINING BUDGETS FOR NEXT TIME)**

Library, Parks & Recreation, Personnel Administration, Government Buildings, Police Dep., Highway

#### **VI. NEXT MEETING DATE: OCTOBER 14, 2105 AT 7 PM**

#### **VII. ADJOURNMENT**

*At 8:50 PM, Gene Cordes made a motion to adjourn. Mark Kidd seconded the motion. Motion passed 7:0.*

*Respectfully submitted by,*

*Susan Perry, Secretary*