

**FREMONT BUDGET COMMITTEE MEETING****Fremont Town Hall****295 Main Street****Fremont, NH 03044****October 21, 2015****7:00 PM****I. CALL TO ORDER**

Chair Mary Anderson called the October 21, 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 Greg Fraize (arriving at 7:05) substituting for Jennifer Brown, and Town Administrator Heidi Carlson.

**II. APPROVAL OF MINUTES****A. OCTOBER 14, 2015**

*Gene Cordes made a motion to approve as amended the minutes of October 14, 2015. Pat Martel seconded the motion. Motion passed 6:0.*

**III. SCHOOL FOLLOW-UP****IV. TOWN BUDGETS FOR REVIEW (WITH SELECTMEN'S RECOMMENDATIONS)WORKING LIST****4155 PERSONNEL ADMINISTRATION: DEFERRED UNTIL SELECTMEN MAKE RECOMMENDATION**

A correction was made to the Personnel Administration Medical Insurance line: a 3.4% increase was budgeted (not 10%). A 2.2% increase was budgeted for Dental Insurance and this was an estimate based on past history. Worker's Compensation Premiums were up \$3,000 from last year. The renewal estimate is \$36,365 – the \$6,447 credit balance from 2015 was applied to yield a final premium total of \$29,918.

**4210 POLICE DEPARTMENT (CRUISER REPLACEMENT SCHEDULE FOLLOW-UP)**

Chief Twiss explained via email the police cruiser purchase process:

*The Police Dept. currently has 2 primary patrol vehicles (2014 Ford Explorers) and 2 secondary cruisers (2010 Ford Crown Vic, 105k miles, and 2011 Crown Vic 140k miles). The primary cruisers average approximately 28k miles per year. The replacement plan was to purchase 2 Ford Police Explorers in 2016 and trade-in the 2 Crown Vics. I would like to do a 3-yr. municipal lease on the 2 new cruisers, with plans to do another 3 year lease on 2 more cruisers at the end of the lease (2019). The 2019 cruiser purchase should only require minimal police equipment replacement as we will be able to recycle most of the equipment. The estimated costs are: 2016 Ford Explorer at \$28,000 each and Equipment/graphics/Installation at \$13,000 each. The Department would also like to purchase 2 police cruiser radios (they currently have 2 obsolete radios and 2 radios purchased in 2014). The cost of the radios is about \$5,000.*

There was discussion about using the \$25,000 towards the lease or towards outfitting the vehicles. Ms. Carlson will find out what the \$19,000 out of the \$25,000 would be spent on and if the radios are part of the outfitting (\$13,000). She said that once two cars are bought in 2016, there will be enough equipment to outfit moving forward. Ms. Martel suggested the idea of entering into a lease agreement until the end of the year. Mr. Miccile asked where maintenance was done for the police vehicles and Ms. Carlson replied that they are maintained locally except for more in depth

maintenance where they would go to the Ford dealership. Mr. Nygren asked what the Chief's long-term goal was (to have two officers per shift?). Ms. Carlson will inquire about this.

*Pat Martel made a motion to reopen the Police Department Budget discussion. Mike Nygren seconded the motion. Motion passed 6:1 (G. Cordes, nay).*

Mr. Kidd did not think Fremont was in need of 2 officers and suggested removing this. He thought it was a cost that will not go away (and there were no means to support it) and he did not feel that the town has grown enough to handle an additional officer. Ms. Anderson spoke about the benefit of the increased training and expertise that full-time officers have. Mr. Nygren was concerned about the cost also but he felt that the budget was too much even with one new officer; he thought the budget would still be \$40,000 under at \$22/hr. He suggested getting a new officer and keeping the cost down by a different way of scheduling. The Committee decided to keep the police budget open until the Chief provides answers to the questions posed tonight.

#### 4312 HIGHWAY (FOLLOW UP ON EXPENDABLE TRUST FUND APPROPRIATION)

Ms. Carlson explained that a warrant article is necessary each year (or 2 years) to take from the unexpended/unfunded fund balance. The article would say "...to raise/appropriate" and put into the Highway Expendable Trust Fund. In theory it would be "up to" but not written that way in the article. Ms. Anderson asked if the Selectmen agreed with having a written maintenance fund in reserve. Mr. Cordes said there is positive thinking to do this (budget for the most extreme). Ms. Anderson posed the idea of putting the \$50,000 increase in the Capital Reserve Fund to use if needed this year or next year, etc. Mr. Cordes was concerned if it was not approved, they would be in the same position as last year. Mr. Nygren was concerned about having 4-5 warrant articles just for the Highway Department (in case they all do not pass). Ms. Anderson was concerned about money having to come out of the summer maintenance line if there is a bad winter; in this case, roads would get worse). Mr. Nygren proposed having budget lines for hot top, roadside service and plowing so there would be no need to transfer money. Mr. Cordes said that safety is important so that things are deferred that do not seem an obvious threat, but he said they cannot be deferred forever. Therefore, he said they need to do due diligence to tell voters what is needed. He said that they need to plan on budgeting for extreme winters and he favored having a reserve fund.

Ms. Martel proposed reducing the winter equipment line by \$20,000 and put it in an expendable trust fund warrant article that is to be proposed.

*Mark Kidd made a motion to reduce the winter equipment line by \$20,000 (to \$132,400) and to put \$20,000 in an expendable trust fund for highway winter maintenance warrant article. Mike Nygren seconded the motion. Motion passed 6:0:1 (G. Fraize, abstention).*

*Pat Martel recommended \$496,784 as the budget amount for line 4312 HIGHWAY. Mike Nygren seconded the motion. Motion passed 6:0:1 (G. Fraize, abstention).*

#### 4442 DIRECT ASSISTANCE

Case 16's Dept. Request number should read \$525 (not \$735). Each case was increased by 5%.

*Mike Nygren recommended \$15,600 as the budget amount for line 4442 DIRECT ASSISTANCE. Pat Martel seconded the motion. Motion passed 6:0:1 (G. Fraize, abstention).*

#### 4445 VENDOR PAYMENTS TO SOCIAL SERVICE AGENCIES

*Mark Kidd recommended the Board of Selectmen's budget recommendation of \$28,977 in line 4445 VENDOR PAYMENTS TO SOCIAL SERVICE AGENCIES. Gene Cordes seconded the motion. Motion passed 7:0.*

#### 4520 PARKS & RECREATION (FIELD IMPROVEMENTS \$ FOLLOW UP): DEFERRED VOTE

The Parks & Recreation budget included 2 Assistant Directors and one Director. There is a 15% increase in the Director Wages line (40 hours at \$18/hr.). Mr. Cordes felt it was necessary to have a strong person for the leadership of the program. The Activities Director Wages line was up \$600 to get someone with more expertise. Mr. Nygren asked for the fee structure; Ms. Carlson will find out about the outline/schedule of days/activities and revenues. A vote was deferred.

4550 LIBRARY

The Selectmen will review the library budget tomorrow night. Ms. Anderson felt that the idea of movie night was nice but she wondered if it was prudent during this economic time; she felt that \$6,000 was a lot. She suggested reducing the bookmobile cost as well. Mr. Kidd felt that these ideas were good for the community and to get children involved. Mr. Nygren said that the library could still do good ideas but utilize hours differently.

Pat Martel made a motion to reduce the Library Wages line to \$65,412 (from \$71,008). Mike Nygren seconded the motion. Motion passed 5:2 (G. Cordes and G. Fraize abstention).

Joe Miccile made a motion to reduce the Library Books and Media line to \$13,000 (from \$15,000). Mary Anderson seconded the motion. Motion passed 4:3 (M. Kidd, G. Fraize, G. Cordes, nay).

Mary Anderson made a motion to recommend a budget of \$117,035 for 4550 LIBRARY. Pat Martel seconded the motion. Motion passed 4:2:1 (nay, J. Miccile and G. Cordes; abstention, G. Fraize).

**V. OTHER**

Mr. Cordes said that the Selectmen have talked about having a wage study in town and they decided to increase the salary of the Town Administrator by \$6,000 to recognize her contribution to the town and to be more comparable with wages in similar communities. It will be a future agenda item to vote on. Mr. Nygren had no objection to increasing this wage and suggested looking at all town positions. Ms. Anderson spoke about the institutional knowledge that Ms. Carlson possesses and the hours she works and she recommended the wage increase, though she felt it was still underpaid.

*Mark Kidd made a motion to recommend the Board of Selectmen's budget of \$112,741 for 4130 EXECUTIVE (including an increase in the Town Administrator's salary of \$6,000). Gene Cordes seconded the motion. Motion passed 6:0:1 (G. Fraize, abstention, though he agreed with the salary increase).*

**VI. NEXT MEETING DATE: OCTOBER 28, 2105 AT 7 PM**

**VII. ADJOURNMENT**

*At 8:45 PM, Gene Cordes made a motion to adjourn. Mike Nygren seconded the motion. Motion passed 7:0.*

*Respectfully submitted by,*

*Susan Perry, Secretary*