

FREMONT BUDGET COMMITTEE MEETING

Fremont Town Hall
295 Main Street
Fremont, NH 03044
October 24, 2012
7:00 PM

I. CALL TO ORDER

Chairman Gene Cordes called the October 24, 2012 meeting to order at 7:05 pm on the main floor of Fremont Town Hall.

Present were: Budget Committee Members Gene Cordes, Griffin Cordes, Greg Fraize, Greta St. Germain, Charles Kimball, Patricia Martel, Joe Miccile, and Mike Nygren, Town Administrator Heidi Carlson (arriving at 7:12 pm), and Recording Secretary Susan Perry.

II. REVIEW & APPROVE MINUTES FOR MEETING OF OCTOBER 17, 2012

There was discussion about a sentence under the Fire Rescue Budget portion of the October 17, 2012 minutes: ***New & Repl. Fire Equipment: purchase Gator style vehicle, matching funds by Association.*** There was a question as to whether this was a 2012 or 2013 expense and how it was funded (operating budget, grant and Association). For clarification, the Committee felt it was best to omit the sentence.

Charles Kimball motioned to amend the meeting minutes of October 17, 2012. Mike Nygren seconded the motion. Motion passed 7:0:1 (abstention from P. Martel)

Charles Kimball motioned to approve the meeting minutes of October 17, 2012 as amended. Greg Fraize seconded the motion. Motion passed 7:0:1 (abstention from P. Martel)

III. SCHOOL

The School Superintendent presented the proposed budget at last night's School Board meeting. Mr. Fraize noted that there would be another meeting Monday night for budget review. The budget came in .96% above what it was last year. There was effort to keep it as level-funded as possible. However, there were still some outstanding numbers such as with the uncertainty of healthcare cost (healthcare is required for Para-professionals; there was a clause in contracts in the event that Obamacare was implemented in order to avoid fines).

IV. FOLLOW-UP ITEMS

A. 4140 TOWN CLERK

The revised Town Clerk budget included a \$5,000 increase for training/hourly wages. There was discussion about carrying the \$12,730 in the Clerical Assistant Wages line of the 2013 Default if there was no assistant. The budget was \$8,000 under what it was for the current default budget.

Mike Nygren recommended the 2012 default amount of \$41,791 in 4140 TOWN CLERK. Charles Kimball seconded the motion. Motion passed 8:0. This suspended the Committee's prior position on 9/26/12 vote.

B. 4191 PLANNING & ZONING

There were small increases in Clerical wages, advertising and Circuit Rider Planner.

Greg Fraize recommended the Board of Selectmen's budget recommendation of \$38,466 in 4191 PLANNING & ZONING. Patricia Martel seconded the motion. Motion passed 8:0. This suspended the Committee's prior position on 9/26/12 vote.

C. 4195 CEMETERY

After going through expense information and current spending, the Selectmen changed to the Department Request of \$9,900. There was a brief overview of the budget:

Equipment Hire: lay out additional section at cemetery

Contract Help: person who cares for Pettingill Cemetery

Mower Equipment & Replacement: maintenance line now

Mike Nygren recommended the Board of Selectmen's budget recommendation of \$9,900 in 4195: CEMETERIES. Greg Fraize seconded the motion. Motion passed 8:0.

D. 4610 CONSERVATION COMMISSION

There was mention that the Conservation Commission had their own revenue source and should be able to spend their own funds (such as in paying their Exeter River LAC Dues).

Griffin Cordes recommended the Board of Selectmen's budget recommendation of \$924 in 4610 CONSERVATION COMMISSION. Greg Fraize seconded the motion. Motion passed 6:2 (nay: M. Nygren and C. Kimball).

V. NEW BUDGETS FOR REVIEW/DISCUSSION

A. 4445 SOCIAL SERVICE AGENCIES

Mike Nygren recommended the Board of Selectmen's budget recommendation of \$25,813 in 4445 SOCIAL SERVICE AGENCIES. Joe Miccile seconded the motion. Motion passed 7:0:1 (abstention from G. Fraize).

B. 4155 PERSONNEL ADMINISTRATION

The Board of Selectmen had not made a recommendation on the Personnel Administration budget. Ms. Carlson was confident in the numbers.

Mike Nygren recommended \$226,505 for 4155 PERSONNEL ADMINISTRATION. Charles Kimball seconded the motion. Motion passed 7:0:1 (abstention from G. St. Germain).

VI. 4210 POLICE BUDGET/POLICE DETAILS;

4902 WARRANT ARTICLES

(Police Cruiser partially funded by CRF and OHRV Equipment funded by SRF)

The Committee reviewed the Police Budget, originally prepared by the former Chief but supported by Interim Police Chief Denny Wood. Chief Wood went through the rationale as written.

Highlights included:

- **Clerical Wages:** need to change “30 wks” to “39 wks” in rationale
- **Postage:** Currently the secretary is responsible for discretionary materials, photocopying, postage, etc. and Chief Wood proposed moving this to a new prosecutor.
- **Internet Service:** \$1 kept in the line to keep it open; part of telephone bill
- **Firearms Train Wages:** Fremont Police Department has 13 officers. Usually training happens on weekends; need to pay overtime for Cops who are on duty
- **In-Service Training Wages:** Each officer is required to get 8 hours of in-service training.
- **In-Service Training Supplies:** Each officer gets an updated Criminal Code and Motor Vehicle book each year that reflects changing laws.
- **First Aid Training:** 4 hours of in-service training (CPR and AED)
- **New Officer Training:** Officer turnover has been drastic over the years. New officers go through various exams, boards and training.
- **Firearms Range:** This line is for up-keep on a range on Town owned property on Danville Road.
- **Patrol Wages:** Interim Chief’s wage is \$25.38 for 24 hours/week (he is f/t on Brentwood PD); there are 10 part-time officers including him, and 3 full-time officers (there was one resignation this Sunday so they will be looking to fill that position).
- **Call Out Wages:** Chief’s thought is that police duties at Town functions such as recreation activities should be paid through the Police budget.
- **Investigation Wages:** When officers are on duty and need time to follow up with investigations, the Supervisor forwards it to detectives.
- **Mileage Reimbursement:** \$0 (low-profile cruiser to go to court, etc. – not used much)
- **Prosecution:** There was a decision to hire Attorney Heather Newell for \$12,000 annually, which is a cost savings to the Town (previously Rockingham County Attorney’s Office was used)
- **Communications:** This is used to replace/repair radios, certify radar units, cover cell phone stipends, and pay for 3 USB Air Cards for a year. Chief Wood is looking into the cost of having cell phones for officers’ use at work (since they need to be on call 24/7)
- **First Aid Equipment:** need to keep equipment updated since they need to be available 24/7.
- **OHRV Equipment:** Chief Wood proposed tapping into the fund (funded by tickets issued on the Rockingham Rec. Trail) to buy OHRV equipment (to avoid tax payer cost)
- **Maintenance Patrol Unit 1, 2, SUV-Utility, Low Profile:** Chief Wood’s proposal for conversion to new paint scheme in an effort of high visibility/new image – also would help in accreditation (2 benefits of which are more grant money and attracting more qualified officers).

\$39,500 Spec. Detail Wages and \$1500 Witness Fees help to offset revenue.

Warrant Articles: Police Cruiser (\$33,039). Mr. Kimball mentioned that another town got a grant for a black and white cruiser but Chief Wood was unaware of grants other than for equipment, extra patrols, etc. His proposal was to keep the base color of dark navy and white on doors. This would be more cost effective by eliminating the need to paint the whole vehicle black. The conversion cost was factored into the new cruiser cost.

The Committee members would review the Police budget and talk again at the meeting next week.

VII. NEXT MEETING DATE: WEDNESDAY OCTOBER 31, 2012

There was brief review of 4915: Payments to Capital Reserve Funds. No recommendations were made.

VIII. ADJOURNMENT

At 9:20 pm, Greg Fraize made a motion to adjourn. Griffin Cordes seconded the motion. Motion passed 8:0.

Respectfully Submitted, Susan Perry, Recording Secretary

Committee approved on October 31, 2012

October 24, 2012