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The meeting was held at the Fremont Public Library in the Community Room. Present were Budget Committee Members Gene Cordes, Michael Nygren, Joe Miccile, Mary Jo Holmes, Steve Bonaccorsi, Joshua Yokela, and Jonathan Starr, and Gordon Muench; Town Administrator Heidi Carlson, Recording Secretary Shawn Perreault, Bill Millios from FCTV recording the meeting; and Ellis School Principal Sharon DeVincent.

Motion made by Mary Jo Holmes to call meeting to order at 7:03 pm

Election of Officers: Cordes made a motion to nominate Joe Miccile as Chair, second by Nygren. The vote was 6 Yes, 1 Nay (Miccile), 1 abstain (Yokela). Joe Miccile stated he doesn't feel he can put in the time that Mary (Anderson) did. He doesn't feel he would be an asset taking on the position of the Chair. If he was retired, he would be happy to take it, but feels at this time he needs to decline. Cordes stated you only need to run the meeting not do all of the research. Miccile feels that there are other things the Chair needs to do and doesn't feel he can meet them. Cordes feels he can do it. Holmes stated if he has a strong Vice Chair, that person could pick up the slack. Miccile feels it would be too much and declined the Chair position, but would be happy to be Vice Chair. Yokela nominated Mary Jo Holmes as Chair, second by Starr. Vote: 7 Yes, 1 abstain (Holmes). Holmes accepted the nomination.

Holmes then took nominations for Vice Chair. Cordes moved to nominate Joe Miccile as Vice Chair. Nygren seconded and the vote was 8-0. Miccile accepted the nomination to Vice Chair.

Holmes reported that both sets of meeting minutes were available to refresh everyone's memory. A motion to approve the February 4, 2019 meeting minutes was made by Miccile and seconded by Yokela. The vote was 4 Yes, 0 Nays, 4 Abstain (Cordes, Nygren, Bonaccorsi, Muench) as none were present at the meeting. The motion carried.

Motion then made by Cordes to approve the May 8, 2019 meeting minutes. Starr seconded and the vote was 7 Yes, 0 Nays, 1 Abstain (Miccile).

Rules of Procedure: Holmes stated that Carlson sent out a Rules of Procedure that had been a working draft from several years ago. Carlson stated that the model was drafted based on what was drawn up for the Board of Selectmen at the time. Carlson said it would be helpful to have a unified approach as to what gets on the agenda. She wants to get the information out to everyone, but needs to know how the Committee wants to handle things. Yokela asked if they were ever voted on, and Carlson stated no, they were only drafted. Nygren believes Greta (St Germain) was the one that drafted them. He stated Brentwood or Hampstead have an outline on how they run a meeting on their website. He believes when Yokela brought it up the need for rules, he was referring to how the public should/when they can talk. Starr brought up the decision to allow someone to speak at a prior meeting who was not a Fremont resident. He stated that if there was a rule on the matter it won't be the Committee making a decision at the time, which could appear to be unfair. Yokela didn't want people to feel the Committee was being unjust if someone from another town wanted to speak and the Committee didn't allow them to.

Muench stated he is in favor of anyone working for the Town or School being allowed to speak. Starr doesn't want to necessarily adopt all the rules, but just some specifics the Committee feels are needed. Cordes stated that he wants to make sure that the Committee is able to have relevant people speak to them to provide the requested information. Starr feels there would have to be a real change on the Committee for this to be a problem, as they are all currently in favor of having people who want to speak to the Committee speak at the meetings. Holmes asked if we should table this and allow everyone time to look over the draft procedures. Carlson will send the draft to Joshua Yokela in word so he can make any changes and bring it back to another meeting. Carlson will also find the set of guidelines Nygren was referring to. Holmes stated if anyone else sees something bring it back to the next meeting. Yokela

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stated he is not in favor of the adjournment by 9 pm or the Chair being responsible for people who are being annoying. Starr is not in favor of adopting them, feeling they may come back to bite the Committee. Nygren mentioned the Town Meeting is run by the Moderator, and this Committee doesn't have any say on the length of time on that or who can/can't speak. It is up to the Moderator. Holmes gave an example of a conflict where someone asked the Chair to step down and the Vice to take over. Bonaccorsi asked if the Committee needs to have rules. Carlson answered that it is not required. Yokela will make an attempt at edits and said he is in favor of everyone being able to speak, liking it the way it is. Cordes made a motion to table the Meeting Procedures draft until the next meeting, seconded by Starr and voted 8-0.

School Budget report: School Administrative Officials were not able to be here this evening and Principal DeVincent did not have all of the operating budget information. Holmes asked about year end and if there enough surplus to attack the roof? The roof money was to come from surplus. Muench stated the roof was started and should be finished by the start of school. It was put out to bid and it was awarded to the lowest bidder. They are being supervised by an outside contractor and the manufacturer of the product. There will be a warranty and the purpose of the oversite of the workers is to make sure the warranty will be upheld. It is the flat section of the roof. It was stated that \$200,000 was the max that would be transferred from any surplus and Muench didn't have the exact amount that was spent. Yokela wanted to know if they took the whole amount or a lower amount. Muench believes the numbers will be tight but doesn't know the exact number. He will bring it to the next meeting.

Holmes asked if the school had to use any of the available fund for the High School tuition. Muench believes they did use some, but will get more information. Sprinklers are all set. Holmes asked what Special Education Money was spent, Gordon will find the answers and get back to the Committee. Holmes requested enrollment numbers for the next meeting as well. DeVincent said she would bring the list of questions back to the administrative staff as well.

Carlson circulated a Town budget report through 08/15/2019. Discussion began with a review of the Fire Rescue Department recruiting information and results. Carlson put together a quick information piece about the Fire Rescue recruitment efforts, highlighting the past 18 months of work with MRI. Several members have recently completed upgraded training (the training budget is overspent), and these accomplishments are being highlighted as part of Selectmen's Meetings as well.

With regard to the budget, a report was sent out for the end of July, and a more updated expense report was circulated this evening, noting that some of the contract items are shown spent throughout the year.

We had a police officer leave unexpectedly last week. The Sandown Road Bridge project is nearly complete and anticipated to be open by Monday for the buses. The final expense report on the project is not complete yet as not all invoices are in. The repair project went well and did not identify any real problems. Things have come on time and so far, on budget. It has been an inconvenience for the travelling public and safety services, but all have fared OK, and we are thankful for the help of Sandown and Danville during the closure. The Highway Department also did a lot of extra work to help keep the site safe and traffic markers in place.

The Highway budget saw a significant (estimated \$15,000) hit from the hurricane-type storm that struck an isolated portion of Fremont on Chester Road at the end of June. This put us behind for paving and the Road Agent had to work around it. It is not believe that we can recover any of our costs because the entire event did not hit the disaster threshold. Yokela asked if the trees that came down in the storm were healthy or dead. Cordes said yes they were healthy. There were a lot that came out of the ground from the roots. Carlson stated the Town had just finished taking down the dead trees as part of the reconstruction

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budget. Cordes stated it looks great and you'd never know the mess was there. What he saw there was some tremendous work being done by a lot of different departments.

Starr asked Carlson if we are up on bridges. Carlson stated this bridge wasn't on our radar, but that there are bridges on Martin Road and Scribner Road which are still on the red list and in need of repair. Yokela asked about the contingencies that were budgeted within the bridge article. Carlson stated that she believes we will be under budget without using all of the contingencies. The approved Warrant Article amount of \$200,000 was moved from the General Fund to the Capital Reserve Fund, and at the conclusion of the project, the funds will come back out to pay the bills. Approximately \$84,000 has been spent so far. Whatever funding remains in the Capital Reserve Fund at the conclusion of the project will go toward the red list bridge work pending for Martin and Scribner Road bridges.

Relative to the Warrant Article for night/weekend EMS on-call coverage, Carlson and Cordes both stated that it is going well, there are very few hours that are not covered. Carlson explained that the Warrant Article funding was split between the wages (in the Fire Rescue Department budget) and personnel costs (in the Personnel Administration budget). The wage line item is easily tracked.

Yokela asked about missed calls and decreased response time. Carlson reports that Chief Butler meets with Selectmen monthly, sharing information and statistics. There are less missed calls. Starr said within the Department, people feel it is working (Cordes pointed out that Starr was a resident who answered the call and joined the Department during recent recruitment efforts). Cordes stated the Board of Selectmen is also interested in the statistics of missed calls and such. He stated judging by the recruiting effort, he is pleased with the outcome and that people are responding.

Yokela feels if we continue to get 2 or 3 new people every year, then we would have the depth they are looking to create, and if the training budget is already spent, then they have met their goal. If they do it again next year, it will create the depth they need and want. Heidi Carlson says it will be a constant battle because it is a long commitment and they have call volume and constantly need continued education.

As we continue to grow, the Town may also need to consider per diem coverage and that the Department will be likely looking to get away from the Points system and more toward hourly coverage.

In general, other Town initiatives include several new computers to replace those still using the Windows 7 platform that is end of life 12/31/2019. Carlson noted an increase in building permits and that we hired a replacement Land Use Administrative Assistant who has time to work on things that were not getting done. Three new subdivisions are in progress and already have permits. We are also beginning the work for the 2020 revaluation.

Yokela noted the new website is up and running. Carlson asked for any errors people see, please email them to her. Carlson reminded the Committee this was a three year plan to fund it for a total cost of \$3,000. It was noted that for most meetings you can also click the link to an agenda from the calendar. Employees are still learning the editing, but catching up as quickly as we can.

Future Meeting dates were set as follows: September 11 and 25; October 9, 23, 30; November 13, 27 and December 11 all in the Town Hall Basement meeting room. Meetings will also be held on November 6, and likely December 4 and 18 in the main floor meeting room at the Town Hall.

Cordes moved to hold the next meeting on September 11, seconded by Jonathan Starr and voted 8-0.

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There was lengthy discussion after Muench advised the Committee that the School Board will not have the Sanborn tuition rate until after December 15th. He said the Board has pushed in the past to have it sooner, but have not been successful. There is concern about the timing to work on the school budget, but School tentative schedule shows presentation of the School budget to the Committee on November 13th.

There was discussion about sending information out ahead of the meetings so members have an opportunity to review. Any questions or requests for the Committee should be sent to Chair Holmes or to Heidi Carlson. If questions are asked ahead of time, then information can be brought to the meeting instead of needing more meetings to answer them.

Yokela said he would like to meet with all departments. There was discussion about the lack of a camp program this year. Carlson asked the Committee to discuss Department budgets while the Department Head or Committee is present so that we don't go chasing questions after they leave. There was discussion about how to get information out to members, and it was decided to scan, and anyone who wants a paper copy available at the next meeting can let Carlson know.

Micicle then stated there were a lot of Warrant Articles last year leading to lengthy discussion about how the Warrant is crafted and how to shorten it. Cordes explained the history, items get pulled out of the budget because they don't want the whole budget to get voted down. Carlson suggested that the Town and School are considering having both Deliberative Sessions on Saturday.

There was also discussion about Zoning articles and that they have their own Public Hearing sessions. Carlson added they are reviewed again at Deliberative Session to give people more opportunity to understand them. Cordes thinks the board should continue to talk about it. Holmes asked if we need to start at an exact time, and Carlson explained that the meeting can start after its posted time, but not before. Both meetings will have to be posted close together in time (an hour or so apart) in case the School is short. The point is to be able to have the meetings virtually back to back.

There is only a 7 day window to hold the Deliberative Sessions and right now the Town and School tentative Deliberative Session date is February 1.

At 8:25 pm a motion to adjourn was made by Starr. Cordes seconded and the vote was approved 8-0.

Respectfully submitted,

Shawn Perreault
Recording Secretary