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At 7:00 pm the meeting was called to order in the basement meeting room at the Fremont Town Hall. Present were Chair Mary Jo Holmes, Vice Chair Joe Miccile, Jonathan Starr, Joshua Yokela, Steve Bonaccorsi, Michael Nygren, Selectman Gene Cordes, Fremont School Board Member Gordon Muench and recording tonight's meeting Selectmen's Administrative Assistant Jeanne Nygren. The meeting is live broadcast by Bill Millios from FCTV. All rose for the Pledge of Allegiance and a moment of silence for remembrance of 9/11 tragedy.

Holmes had received an email from Sue Perry and copies were given to the Committee.

At 7:00 Library Eric Abney along with Trustees John Hennelly, Cheryl Rowell and Arlene Nuzzi came before the Committee to present their 2020 Library budget. Nuzzi was introduced to the Committee as she is a new member.

Abney started to go through the 2020 library budget highlighting the programs and attendance is up 22% over the previous year. Starr asked about the increase usage of the Library in general and what is being right. Abney said they work on customer services with adding programs, giving a welcome atmosphere, expanded programs, added a scarecrow festival along with a barbeque to bring new people into the Library. Increasing were wages by 2%; a decrease in the two bookmobile lines as it is not being used as much as the previous years; increase in adult/young adult programs due to increased participation into these programs; increase to the drinking water line due to cost for water sample testing; building maintenance increase to siding and trim, painting and caulking and landscaping and the increase largely to cost of replacing rotted door/frame and drywall replacement; building custodial 2% wage increase. All other budget line items have stayed level funded from the previous year.

This year the Trustees had contracted Alpha Inspections to do a thorough inspection of the Library to assess future projects needed along with cost. Abney also passed out a listing of repairs which totaled \$5,075.00 which he is planning in his 2021 budget. A price is being sought from Petra Paving for sealing the parking lot.

Miccile asked if we have a maintenance trust fund for the library? Abney said yes with \$12,000.00. Holmes inquired on the leak cost which Abney said all, but the \$1,000.00 deductible was covered by insurance. The carpet cleaning is what remains to be done in the future.

Abney and the Trustees were thanked by the Committee and left the meeting at 7:20 pm.

At 7:30 pm Leanne Miner and William Knee were present for 2020 Planning Zoning and Conservation Commission budget presentation.

Miner covered each line in this Planning/Zoning budget. Budget increases were due to line more hours, increase in wages with the rationale that the Planning budget in the past had the wages for a part time employee (16 hours a week) just doing basics with no conservation duties. Since she has taken over the position, she is working 24 hours a week at a higher pay rate, catching up on backlog in regulation and master plan updates. Line of professional services increase of \$7,000.00 to support the Master Plan updates; there are no longer matching grants available for this purpose. The remaining lines of the budget remain level funded from the previous year.

Miner went on to explain the Master Plan vision. This data required public input to evaluate town growth, population, ages, demographics to help all Town Departments to see the vision for the Town and how it is growing. The last update was in 2010 and this is mandated by Statute.

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Cordes question what the planning budget amount would be? Miner said to overhaul the whole plan would cost approximately \$60,000 but we are only doing certain chapters which include Land Use, Growth Management, and Vision Chapters. These chapters will need professional services input then the Planning Board will review and adopt.

Miccile asked what amount will be budgeted yearly to these updates? Miner said \$5,000.00 a year. Yokela recommended a 10-year time frame and doing 2 sections each year. Miner remarked that the Master Plan is in two separate budgets and the one in Conservation that will reoccur every 10 years.

Heidi Carlson came into the meeting at 7:43 pm.

Conservation Budget shows an increase in clerical line of \$700.00 with recording clerk doing the minutes; document purchases for handbooks; training and seminars with more attending training, dues membership increasing also with more attending, large increase on conservation is master plans increase once every 10 years. Yokela asked why the clerical wages are changing. Miner in the past as Chairperson was doing the minutes and keeping all the records now she needs it to be separated. She added \$500.00 to update the website as Casey didn't have the time. He asked if this would be a one-time update and we just got the website. Although increase was for website Miner has been doing all the clerical work in the past to management documents which she has on a thumb drive. She would like to keep this line at \$1500.00 to maintain the administrative line that were non-existent for several years and she could use some catch up from Kathy Clement (currently doing the recording secretary task). Miner was thanked by the Board at left at 7:55 pm.

A motion to approve the minutes of the August 21, 2019 meeting as written was made by Nygren and seconded by Cordes. The vote was unanimous 8-0.

The Rules of Procedure tabled at the last meeting was again discussed. Yokela had proposed many changes specifically to who is able to speak at meetings relative to be a Fremont resident vs non-resident. Miccile thought it should be only Town residents as it is based on what is happening in the town. Muench thought anyone should be able to speak that is present. Bonaccorsi remarked that teachers speak on wages in their budget. Miccile feels that the Budget Committee should vote that they be allowed to speak. Holmes wanted to compare the content of these rules from the original draft they have and bring this topic back at next meeting. Motion to table until next meeting was made by Yokela and seconded by Starr. The vote was unanimous 8-0.

Holmes received an email addressed from Sue Penny stating she couldn't attend tonight's meeting and she attached the questions from last meeting. Holmes was disappointed that the school representatives haven't had reports since July and here it is September and we have no year-end report. Muench read his email that the warranty on the roof is 20 years and more specifics will be given once it has been issued. \$200,000.00 was added to the maintenance trust fund per Article 5 on the ballot, and the cost of the roof is approximately \$169,000.00. They have not drawn from the tuition trust fund or the special education trust fund, and attached were September enrollments, as well as trust fund balances as of June 30, 2019, and \$200,000.00 was added to the maintenance trust fund in August. Muench will find out if they are planning on attending the September 25, 2019 meeting.

Carlson had provided Town budgets with the Selectmen's recommendations and the rationale. These budgets are:

4140 Town Clerk Tax Collector
4141 Election & Registration
4151 Financial Administration

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4152 Reappraisal of Property
4153 Legal Services
4240 Building Inspection
4583 Patriotic Purposes

Other budgets provided were 4194 Government buildings; 4215 Ambulance Service, 4290 Emergency Management and 4711 Debt Service which the Selectmen have not reviewed yet.

4140 Town Clerk Tax Collector - Carlson said there was really no difference from previous year and the Clerk would come in if there were any questions. The wage salary and deputy line had a wage increase of 2%. There will be a Warrant Article for the Clerk salary increase because she is an elected official. A few lines went down, but postage is up due to postal increase, equipment down, mileage only a slight difference and service agreement due to cost increase.

Yokela asked if it was paid by the hour last year as it wasn't totally spent, which Carlson confirmed and there was a different Deputy from last year that doesn't come into the office very often and this probably justifies why it is not totally spent. He asked if there an expectation they could work in the future to reach the \$1800.00. Carlson thought she is used as a fill in, average works on a Wednesday generally once a month for 2-3 hours and if the Clerk is away. Will she work more at the end of the year if Nicole takes time off? Carlson did know thought that it may be due to tax bills going out. Traditionally the Deputy was paid a stipend but now being paid as an hourly wage for time worked.

A proposal was made by Nygren to increase the Deputy stipend by \$2300.00 and eliminate clerical and contract service line of \$10,300.00 totally. His rationale was asked which several years back the Clerk came in and asked for training or increase of hours for work load, but during the last 3-4 years he noticed the Clerk and town employee only overlap 3-4 hours per week, thus demonstrating it is a one person job and we are using three. By increasing the Deputy hours will cover the overlap of 4 hours, plus vacation and sick days and no need for town clerical worker position.

Starr asked regarding the contract worker line. Carlson said this evolved many years from the past when we had to contract outside help to cover the position. Carlson said it would change the person working the hours, if not it would reduce open hours and she would want to have the Clerk answer these questions.

Nygren statistically basing on the number of hours needed to run an operation with one person as again needing more hours from workload isn't demonstrated because they have not worked together all the time. This is a budgetary concern to save money to put into another budget that has requested a \$10,000 increase to try to balance out the budget.

Yokela wasn't sure the Town sees an issue on how the office is run. He doesn't have a question on how it is run, but the amount of money spent. Nygren said possibly it may be fine but you are missing his point that it has been demonstrated that it is a one-person job and we are using three people, to increase Deputy 4-5 hours of overlap, covers vacation and sick time as well as election. The office is open only 1,200 hours per year. To have questions answered properly Nygren motioned to have the Clerk come in, and Bonaccorsi seconded. The vote was unanimous in favor 8-0.

4141 Election & Registration - Carlson said this year there are 4 elections thus increasing many lines in this budget, as well as a 2% wage increase for election workers. A motion by Yokela to approve the 4141 for \$19,806.00 and seconded by Cordes. The vote was unanimously approved 8-0.

4151 Financial Administration - There is a .50 mileage increase as of September 1. Treasurer budget had a decrease in postage, supplies, dues and mileage reimbursement that totaled a decreased of \$360.00. A

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motion to approve the 4151 Selectmen's recommendation of \$20,750 was made by Miccile and seconded by Nygren. The vote was unanimously approved 8-0.

4152 Reappraisal of Property – This is closely tied to last year figures as they are contract services. \$500.00 increase on map are necessary to 4 new subdivision this year. On average we update 3 large map sets and 4 small sets. A motion to approve Selectmen's recommendation of \$44,080 was made by Nygren and seconded by Cordes. The vote was recorded as 8-0.

4153 Judicial and Legal - Cordes explained the ongoing legal cases that are still ongoing from the past several years on utility assessment values by PSNH. These are ongoing land use issues and code enforcement issues and this line will be overspent this year. Carlson said if the Town loses these cases the assessed valuation of poles and wires will be reduced which means assessments overall go down and taxes will go up. Miccile moved to recommend 4153 for \$40,000.00. This was seconded by Nygren with unanimous vote 8-0.

At 9:12 pm motion to adjourn the meeting was made by Yokela and seconded by Starr. The vote was unanimous 8-0. The next meeting will be held at 7:00 pm in the basement meeting room of the Fremont Town Hall on Wednesday, September 25, 2019.

Respectfully submitted,

Jeanne Nygren
Selectmen's Administrative Assistant