

Call to Order at 7:00 pm in the Fremont Town Hall Basement Meeting Room with the Pledge of Allegiance. Present were Committee members Mary Jo Holmes, Jon Benson, Emily Phillips, Steve Bonaccorsi, Gene Cordes, Gordon Muench and Josh Yokela; Town Administrator Heidi Carlson and Recording Secretary Shawn Perreault.

Muench suggested one change to the minutes of the last meeting to correct his statement about the Library HVAC. With that amendment, Holmes moved to approve the Committee's minutes of 24 August 2022. Benson seconded. Motion passed 6 Yes – 0 No – 1 Abstention (Bonaccorsi).

The Committee then began reviewing Town Budget proposals for 2023.

4215 Ambulance – proposed \$12,500: Carlson explained the budget was increased by \$500 which is by contract. Our ambulance service is with Raymond Ambulance Inc and we are within a five year contract for services. Holmes felt we cannot serve our community without them. This is a vital service. They usually have 3 ambulances in service at a time. Motion was made by Bonaccorsi to recommend function 4215 in the amount of \$12,500. Benson seconded. Motion passed by vote of 7 Yes – 0 No.

4153 Judicial & Legal – proposed \$35,000: Carlson explained that this line item covers all the Town's legal issues. There have been two new law suits this year. One was dismissed and one was adjudicated through the Court system. Motion was made by Benson to recommend function 4153 in the amount of \$35,000. Bonaccorsi seconded. Motion passed by vote of 7 Yes – 0 No.

4290 Emergency Management – proposed \$6,432: Carlson explained that the biggest line item of this budget is the Director stipend and the 3 year contract for generator maintenance on the units at the Complex, Town Hall and HW Shed. The Town has a minor and a major service done at all sites each year. We are also hoping to be able to install a generator at the Library and possibly make it a shelter. Motion was made by Benson to recommend function 4290 in the amount of \$6,432. Bonaccorsi seconded. Motion passed by vote 6 Yes – 1 No (Phillips).

4151 Financial Administration – proposed \$21,392: Carlson explained that this budget covers the Treasurer (stipends and minimal office expenses); Trustees of the Trust Funds (stipends and \$75 of office supplies); the Budget Committee (clerical and training/office expenses); and the annual Financial Audit of the Town. Motion was made by Bonaccorsi to recommend function 4151 in the amount \$21,392. Phillips seconded. Motion passed by vote of 7 Yes - 0 No.

4191 Land Use – proposed \$53,955: Carlson explained the Select Board had included a 2% cost of living increase. The other change is \$3,000 added in a new line for compliance inspections. Carlson explained that the Circuit Rider Services are also going to be billed differently. Instead of paying twice a year on a lump sum contract, we are being monthly at an hourly rate. The Circuit Rider Planner attends two PB meetings per month, assists with plan review, is available by phone and provides some other necessary services. Some of the other changes were discussed in that the Land Use Department is also getting ready for the new Storm Water permit process. Professional Services is an outside service and generally covers two to three chapters of the Master Plan being updated annually. Motion was made to recommend function 4191 in the amount of \$53,955 by Holmes. Muench seconded. Motion passed by vote of 6 Yes – 1 No (Yokela).

4140 Town Clerk Tax Collector – proposed \$70,321: Cordes explained the difference in the Select Board recommendation for wages. The Select Board recommendation includes a 2% wage increase for clerical staff as of April 1. The 2% increase in the Town Clerk Tax Collector salary will be voted on in a

Warrant Article. Carlson noted the Board has written and recommended this Warrant Article for the \$758 increase.

There is an increase to budget for the annual Town Clerk and Tax Collector conferences that happen annually. They have not been held throughout Covid, and the Clerk has budgeted for them now with some extra staffing in the office. There was an increase in the service contract for the two major software systems as well. The revenue MV permit fees were reviewed and discussed. Motion was made by Bonaccorsi to recommend function 4140 in the amount of \$70,321. Bonaccorsi seconded. Motion passed by vote of 6 Yes – 1 No (Yokela).

4141 Election & Registration – proposed \$10,020: Carlson explained that there is only one election next year, combined with the Town and School District Deliberative Sessions. There is an increase new equipment because some of the ballot boxes need to be replaced. The number of boxes is set by the number of voters on the checklist, as of the last elections we had to have 32 booths. Printing of ballots is highest for Town/School meetings due to all of the Warrant Articles and potential zoning ballot. The Town pays for printing of Town ballots and programming of the memory card for all elections. Motion was made by Bonaccorsi to recommend function 4141 in the amount of \$10,020. Muench seconded. Motion passed by a vote of 7 Yes – 0 No.

4415 Health – proposed \$1,435: Carlson stated there has been no change in the total of this budget. The largest part of this budget is the stipend we pay the Health Officer and Deputy, which totals \$750. They attend conferences and do some water testing as well. Motion was made by Bonaccorsi to recommend function 4415 in the amount of \$1,435. Benson seconded. Motion passed by vote of 7 Yes – 0 No.

4583 Patriotic Purposes – proposed \$3,300: Carlson stated this covers the Memorial Day Parade and the flags for the Town and Cemeteries. We also send letters to all the Veterans in town if we are planning an event. The Town is hoping to bring back the Veteran's Day celebration this year. There is also money in this budget of metal spinners to prevent flags from getting caught on telephone poles. Motion was made by Bonaccorsi to recommend function 4583 in the amount of \$3,300. Benson seconded. Motion passed by a vote of 7 Yes – 0 No.

4711 – 4721 Debt Service – proposed \$43,600: This covers the only long term bond remaining, for the Glen Oaks Land. We make one principal payment and two interest payments per year. Motion was made by Muench to recommend functions 4711-4721 in the amount of \$43,600. Benson seconded. Motion was passed by a vote of 7 Yes – 0 No.

4723 Tax Anticipation Notes – Carlson explained that the Select Board will consider this tomorrow night, but is planning to use this as a placeholder in the event the Town needs to borrow money. We have not needed it for the past 8 years or so, however, the Board would like to be prepared. This budget has not been reviewed by the Select Board, so the Budget Committee will table this until they do.

4520 Parks & Recreation – The Commission will be submitting a Warrant Article to increase the Commission's membership from 5 to 7. Carlson reviewed the programs the Commission has outlined in the 2023 budget. They are not ready yet to propose Summer Camp again. Carlson further explained the Town works with the FAA to maintain the fields and equipment, like the dugouts, bleachers, etc. some new items are included here, along with the mowing and annual fertilizer treatments.

Although a motion was made, it was withdrawn in favor of having the Commission come in to discuss their programing, goals for the future and the reason for the Warrant Article. Carlson will set this up.

4240 Building Inspection – proposed \$45,772: Carlson explained that the current Inspector has more time and availability than previous, and current work schedule is 30-35 hours per week, currently averaging 32 (but has been 35 for most of the year so far). He also has a PTO benefit equal to two weeks of his average hours per week. Training has mostly returned to in-person and he generally attends at least one training per month. In response to questions, it is noted he is not responsible for driveway inspections, this falls to the Road Agent. Motion was made by Bonaccorsi to recommend function 4240 in the amount of \$45,772. Muench seconded. Motion was passed by a vote of 6 Yes – 1 No (Yokela).

The following budgets were also tabled until the departments can come in and discuss their budget in person. This will provide the Committee with the chance to ask questions for any need clarification.

4210 Police / 4414 Animal Control
4550 Library
4220 Fire Rescue

Other Business: The Planning Board CIP Subcommittee needs another Budget Committee member. Jon Benson is the other BC rep and previously Brian McGinn had agreed, but is no longer on the Budget Committee. Steve Bonaccorsi volunteered for the second Budget Committee spot on the CIP Subcommittee.

Holmes asked the Committee to review all the transfers for the School District that were emailed by BA Nate Castle. The school will be in next week. Carlson will block out 30 minutes in the being of the next meeting for the School and then schedule one or two other Departments to come in.

The member information sheet was circulated by email after the last meeting.

The next meeting will be held on Wednesday September 28, 2022 at 7:00 pm in the basement meeting room.

At 8:10 pm a motion was made by Bonaccorsi to adjourn. Benson seconded and the vote was unanimously.

Respectfully submitted,

Shawn Perreault
Recording Secretary