

**Fryeburg Budget Committee Minutes**  
**March 15, 2021 – 6:00 p.m.**  
**David & Doris Hastings Community Center**

Budget Committee Members Present: Patrick Emery, Jim Tyrrell, Ed Price, Chiye Harper

Select Board Members Present: Tom Klinepeter, Tom Kingsbury, Kimberly Clarke

Emery called meeting to order.

Price noted some spelling corrections to be made to the minutes. Tyrrell stated that his name has been spelled incorrectly. Price made a motion to approve the March 8, 2021 meeting minutes as corrected, which was seconded by Tyrrell and passed unanimously.

Haley provided an overview of the Recreation Department insurance, wages, taxes and workers comp. Recreation Director Buzzell continued on to review the remainder of his proposed budget. Harper asked about EPL for summer workers; Haley stated that they are exempt. Price asked about the background check process which Buzzell explained is relatively new and is done as there is turnover in coaches.

Buzzell went on to explain his proposed capital request of \$10,000 which will be matched by Fryeburg Rec Inc. He offered examples of projects that are needed such as the walking path upgrade/extension and court resurfacing. He stated that the Town will continue to be proactive in applying for grants for capital projects but that having a capital plan and funds will help get necessary projects done.

Haley provided an overview of Fire Department insurance, wages, taxes and workers comp. She explained the proposal to shift the Chiefs pay to salary with a 5% raise and to include the \$2,400 typically included for fair pay into the salary. There was lengthy discussion about the fair pay. Fire Chief Dufresne stated that he often works hundreds of hours in the weeks before, during and after the fair. Harper asked why the fair doesn't cover his expense. There was discussion about the history of this. It was noted that the fair does pay for other fire fighter coverage and apparatus at the fair. This led to discussion about the \$100,000 fair donation to the Town, tax exempt status and the potential of billing the fair for the Chief's time. Dufresne noted that his job offer included the \$2,400 and that last year it was removed from the budget.

Dufresne went on to review the rest of his budget, describing any proposed changes. Harper asked about Hep vaccinations and the titers and inquired about why the individual employees' insurance does not cover it. Dufresne pointed out that his firefighters do not get insurance from the town. Clarke asked if the electric vehicle charging station had made a difference in the electric bill. Haley said there has been no noticeable increase but that it may have been offset by the LED light conversion.

There was discussion about the software budget line and what that is intended to cover since it has rarely been used. Price asked if Dufresne considered using Spectrum for the phone lines.

Dufresne stated that he is avoiding that since he would lose his phones if there was a power outage so he is purposefully using land lines.

Price asked if there should be a capital line for the Chief's vehicle replacement. Dufresne replied that it had typically not been done that way and that the truck capital fund is usually to plan and save for the purchase of larger fire apparatus. Klinepeter noted the Select Board's intention to complete a capital improvement plan this year that will factor in items such as vehicle replacement. Dufresne went on to explain the proposal to add \$50,000 to the truck fund. Price asked if the fire station floor resurfacing that was budgeted for last year has been completed. Dufresne said no and explained an error in the RFP and timing issues.

Harper asked what the Town does with old equipment. Haley said that we usually use things until they are no good to anyone else. Dufresne explained that fire equipment often has a set life span that is set by NFPA but that Fire Departments do often pass equipment on from one department to another.

Clarke commented that Dufresne always proactively pursues grants and he said that the Fire Department has gotten over \$350,000 in grants since 2016.

Haley reviewed the administration budget. She explained that transitions of personnel in the Town Office and how that related to the proposed wages. Haley also reviewed a capital request to add a stand-by generator at the Town Office. There was a discussion about the amount of propane needed for the generator.

Tyrrell asked about the balance of the general fund and whether there are set amounts that we should have in the fund. Haley explained the fund balance policy and the credit reserve account. Clarke and Klinepeter also commented about the use of the funds in the unassigned fund and the credit reserve. Tyrrell asked why we do not budget for a set amount to go to the general fund. There was conversation about budgeting practices. Haley said that there is no intention to over-budget but rather to account for things that may happen during the year so as to not be over-budget. This was discussed further. Tyrrell specifically noted that the Police Department is historically way under budget. Haley commented about the need to budget for a full-staff and for an officer to go to the Academy. Tyrrell also said the solid waste is typically under-budget by a lot. Haley said that will not be the case this year.

Emery made a motion to adjourn which was seconded by Tyrrell and passed unanimously. The meeting adjourned at 7:38. Adjourn