

At 6:00 pm the Board's meeting was called to order in the basement meeting room at the Fremont Town Hall. Present were Selectmen Annmarie Scribner and Greta St Germain; and Town Administrator Heidi Carlson.

Selectmen had some follow-up discussion to the request for Impact fees last week from the Fremont School District. The Impact Fee Ordinance was reviewed to confirm that the impact fees can only be used to offset the capital expenses, including the current bond repayment.

Scribner moved to approve the requested release of impact fees to be sent with a letter to the Finance Administrator outlining the purpose of the Town's Ordinance, to include a copy of the ordinance for their records. The School Board will be copied on this letter.

This led to generation of some discussion questions for Superintendent Lander to include:

What is the reason for the addition of 5,000 gallons of fuel oil in the RFP?

What was the oil gallon usage comparison in years 9/10, 10/11, and present year?

What is the planned use of revenue? (is there more to this?)

? Food service question

OLD BUSINESS

1. Selectmen reviewed the minutes for 07 July 2011. St Germain moved to accept the amended minutes for 07 July 2011. Scribner seconded and the vote was approved 2-0.

2. Updates to the amended Information Sensitivity Policy will be brought back again next week, and will wait until Hunter is back for final signatures.

3. Selectmen discussed asking the Mercier Group if they will let us out of our current contract for auditing services. The Selectmen discussed the many changes being implemented and thought it would be good for all involved to have a new set of eyes on the Town's financial efforts and reporting methods. Carlson was asked to draft a letter for Board consideration next week.

4. Board members had not yet had time to finish reading Chief Janvrin's input to the Personnel Policy process. Carlson advised that the LGC schedule (as discussed 06/30) is that they will get to the legal review of the policy sometime in mid-July. The Board will further discuss benefits when the whole Board is present.

At 6:30 pm Yvonne Ouellette met with the Board to follow-up on her interest in the Deputy Treasurer position as offered by the Selectmen. There was general discussion about the Deputy Treasurer position and what it entails on a regular basis and what is needed in the temporary absence of the Treasurer. There was discussion that the current Deputy is not interested in doing the necessary computer work and monthly reporting. Ouellette said she was interested and thought she could do what needed to be done.

Carlson will talk with the Treasurer again about this transition and ask her to get the process under way for signature cards and other bank records as well as an appointment form. Ouellette has past familiarity with the QuickBooks system and will make arrangements to speak with the Treasurer by phone to get further information. Training can be set up with the Treasurer or with A Step Up Bookkeeping as needed.

Ouellette left the meeting at approximately 6:55 pm.

Selectmen reviewed the folder of incoming correspondence and the bills submitted to date.

At 7:10 pm Andy Kohlhofer came in to the Board's meeting to discuss the inclusion of a two page Fremont School Board Newsletter with the mailing of the Town's August Newsletter. Selectmen said they do not really have a problem with the newsletter, just want separation between the Town and School, and discussed the Town's Newsletter guidelines if the school insert is to be included. Kohlhofer said the School Board had reviewed that and thought that it fit the criteria.

The Board asked for the SAU contact information (address, email and phone number be added to the header of the Newsletter for the School District News portion.

The School Board is planning to pay half of the postage rate for the newsletter, and have their printed inserts done by a School Board member once the Town's Newsletter is printed.

Discussion then turned to the fund balance voted to be spent by the School Board. Selectmen asked what items were in the FY 12 budget and now would not need to be spent as budgeted. Kohlhofer thought this included the \$7,900; \$25,000 and \$3,000 for items as outlined in the school newsletter. He also said that the NHRS increases were built into the \$97,000 to deal with the increases

Kohlhofer left the meeting at approximately 7:45 pm.

OLD BUSINESS CONTINUED

5. Selectmen reviewed AV equipment estimates. Additional quotes are trying to be obtained and the full Board will review once back together.

6. Work continues on the website design and mapping. A meeting will be set up with the site design coordinator in mid-August.

7. With regard to follow-up on the Chris Lane matter, one additional payment of \$2,000 is due within one year of the original court settlement date.

8. The vacation accrual history was available for review and copies given to those present this evening. A copy will be made for Hunter and placed on an agenda for discussion once the full Board is back together. Selectmen had asked Carlson to pull and tally the old data to find out the Town's total dollar responsibility to pay out old amounts accrued, and remove the Town's financial liability in this regard.

9. There was discussion about the citizen complaint about a dead tree on North Road. The Road Agent has declared the three foot dead tree as a hazard. The Board discussed contacting Charlie Bauer regarding removal of the tree relative to the agreement just reached about the stone wall repair work. The tree is just outside the area of the wall repair work. The Road Agent has contacted PSNH about the tree and is waiting for a response.

10. With payment of back taxes and interest, the Selectmen signed a quitclaim deed to the Walter Dickson Revocable Trust of 1998 for parcel 03-167.004. The Board indicated that this needs to be sent to the registry once confirmation is received that Dickson has successfully closed on the front portion of this lot which is in Raymond.

11. The Board discussed information relative to the rangeway public hearing scheduled for Thursday July 21, 2011.

12. Carlson reported on her contact this week with Hazel Sawyer in follow-up to the Board's letter to them regarding some questions. Sawyer reported that she was working on a response letter to the Board but that it would not be complete within the requested 10 day period.

Sawyer had some additional questions which she was going to forward by email. These were not received by the time of the Board's meeting but Carlson indicated the primary question was what the "health and safety issues" at the site were. Selectmen stated that truck/trailers parked in the Town's right-of-way with cones was felt to be a safety issue, and that there was brush stacked up; and tires accumulating on the property.

The Board is hoping to find a resolve with the property owner and having them take any necessary steps toward compliance with zoning, if necessary, as well as to keep dialog open with the Town.

13. Selectmen reviewed the Town Pound setback information provided by Meredith Bolduc, and Carlson presented a sketch of the meetinghouse lot from town records. The Board said they did not particularly want it around the tree, but would prefer that the interested folks of the Committee make the decision. They asked that it be either in front of the tree or behind it.

Bolduc, with consult from the Building Inspector, had indicated that the pound was not a structure and therefore not subject to setback requirements (which are 30 feet street and 20 feet side and rear). Matthew Thomas had tried to contact the neighbor without success.

NEW BUSINESS

1. Selectmen reviewed the folder of payments and accounts payable manifest totaling \$45,935.25 for the current week dated 15 July 2011. Motion was made by Scribner and seconded by St Germain to approve the manifest. The vote was unanimously approved 2-0.

2. Selectmen signed outgoing correspondence to The Lewis Companies regarding the outstanding Current Use payment agreement.

3. There were no bids received for oil tank removal at the Town Hall. Additional contractors will be contacted for this project.

4. Carlson discussed new information from NH DRA regarding the requirement to assess the phone utilities as of 04/01/2011 due to the exemption not being extended by the legislature. The town's utility appraiser has submitted a contract for these updates but it is far beyond the money budgeted for the utility contract.

DRA is recommending Town's do this utility work on a separate commitment so that if appealed, it will not affect the Town's tax rate. The Board discussed budgeting in 2012 for Sansoucy to do the work, but to have MRI do it for 2011. The Board decided to have MRI do the work, as Joe Lessard has indicated they will do it within the existing contract with the Town.

5. Selectmen did not have input to NH OEM Director Pope regarding replacement of Division of HSEM Assistant Director.

6. Selectmen reviewed the revenue comparison report year to date, to include figures from 2009 and 2010. The June 2011 YTD comparison was down approximately \$365,183 from 2010.

7. St Germain attended the SRRDD 53-B meeting last night and provided an update of the group's activities. She said they want to find out what the Towns want to do with the WM renewal contract. She provided information on the number of households from Fremont who used the Household Hazardous Waste drop-off in Hampton this spring and stated that Fremont should not schedule its fall Bulky Day on Saturday September 24, 2011 as that is the fall regional HHW day in Brentwood.

St Germain had also asked for Bulky day follow-up costs and revenues. Carlson provided printouts showing the cost for the spring bulky collection was \$5,412.96 and was offset by revenue of \$1,495.00.

8. Selectmen reviewed and signed Addendum # 4 to participate in the NH LGC PLT Multi-year Rate Guarantee Program through FY 2014.

9. Bridge Aid estimates have been received from NH DOT for future consideration of repairs to the Scribner Road and Martin Road bridges. Copies were distributed to Board members. Copies have also been made and distributed to members of the Highway Study Committee for their next meeting.

10. Road Agent Mark Pitkin has received a truck proposal from another Ford dealer for comparison. Copies were distributed for Board member consideration.

Selectmen discussed information from NH DRA Auditor Jeane Samms regarding the use of Capital Reserve monies. The Board asked Carlson to follow-up on her to indicate we were buying a new truck, but that it is not a new purpose, it is replacing one. There was some discussion about municipal lease/purchase agreements and the necessary verbiage as well as voting requirements.

11. Selectmen circulated copies of a revised performance appraisal form (one for supervisors and one for employees) to review and further discuss for use in doing pending appraisals.

NEXT WEEK

The next regular Board meeting will be held on Thursday July 21, 2011.

At 9:30 pm motion was made by Scribner and seconded by St Germain to adjourn the meeting. The vote was unanimously approved 2-0.

Respectfully submitted,

Heidi Carlson
Town Administrator