

At noon on Thursday March 1, 2012 due to inclement weather, the Board's meeting was moved to 1:00 pm on Friday March 2, 2012. This notice was placed on the Town's website, and posted at the Town Hall and Fremont Safety Complex, and the closure of the Town Offices for the evening was put on the informational ticker on WMUR Channel 9.

At 1:20 pm on Friday March 2, 2012 the Board's meeting was called to order in the main floor meeting room of the Fremont Town Hall. Present were Selectmen Annmarie Scribner and Greta St Germain; and Town Administrator Heidi Carlson.

Selectmen reviewed the folder of bills for payment next week, the mail folder for this week, and the accounts payable and payroll folders paid today.

Board members indicated that they would prefer that hourly employees reduce their hours at the end of the week if they have had to work longer for some reason to avoid the payment of overtime. This will be passed on to Department Heads. Selectmen asked about the topic of the Police Department training this month, which will be asked of Chief Janvrin. They wanted to insure that it was pertinent for all employees to attend.

Selectmen opened the bids received by the deadline (4:00 pm on Wednesday February 29, 2012) for the former civil defense truck. This included:

Chester Robbins	\$559.00
Timothy Lavelle	\$750.00
John Hennelly	\$755.25
Doug Andrew	\$1,050.00

Motion was made by Scribner and seconded by St Germain to award the bid to Doug Andrew for \$1,050. The vote was approved 2-0.

### **OLD BUSINESS**

1. Motion was made by St Germain to approve the minutes for 23 February 2012. Scribner seconded and the vote was unanimously approved 2-0.
2. Selectmen reviewed the second draft of Fund Balance Policy. Motion was made by Scribner and seconded by St Germain to approve it as written. The vote was unanimously approved 2-0.
3. Selectmen had reviewed the Capital Asset Policy distributed last week and tentatively approved it, pending a review by Mike Campo at Plodzik & Sanderson.
4. Selectmen again reviewed the Intent to Cut for Seacoast United Soccer, parcel 06-020.001 located on Shirkin Road. Carlson indicated that after talking with Forest Ranger Neil Bilodeau, the Board should process this intent for recordkeeping purposes and yield tax calculation. The Board indicated that their signing did not authorize Mr Jensen or the owner Mr Willis to cut any additional trees, that this was done solely for the recordkeeping of the lots already illegally cut. A letter was signed by the Board to Paul Willis with copies to all pertinent agencies regarding the Intent, reporting requirements, and that it did not authorize any additional cutting.
5. The next Joint Boards of Selectmen meeting will take place in Kingston on May 24, 2012. The Board's meeting for that evening will likely be cancelled so that all can attend.

6. There was follow-up discussion on the website updates and material submissions. The “go live” date is slated for the end of March.
7. Carlson presented some Special Event regulations and forms gathered from other towns, in follow-up to the Board’s request last week. The information has also been sent to John Ryan for review. Selectmen took copies of the regulations for review.
8. Selectmen discussed the audit trail report for January 2012 which had been emailed out for review in follow-up to last weeks meeting. Scribner stated that the Board did not need to review this much detail, and that the journal entries are all the Board needs to approve. There was discussion about keeping a log within the monthly budget reports to track the journal entries.
9. Carlson updated the Board on Energy grant at the Fremont Safety Complex. Contact has been made with Londonderry Plumbing & Heating regarding their subcontract with Freedom Renewable and the work they have done to date. The Grant Administrator (TRC) has suggested that the Town move forward with a certified letter to Freedom questioning the contract and whether they will be back to finish the work. The Board directed that this letter be drafted for signature next week.
10. Selectmen signed letters to Supervisors of Checklist Neal Janvrin, Betty Rand, and Annmarie Stackpole regarding the new pay rate of \$10.30 per hour.
11. Water samples taken for February at the Fremont Public Library showed only one positive for bacteria (of five taken). SecondWind Water was consulted this week about the next steps. Repeat samples (4) need to be taken by Monday and then the system needs chlorination. The chlorination will be done sometime next week once the proper supplies are obtained and it can be scheduled for closed hours. The water is not hazardous, and SecondWind thought the problem was improving with only one positive test.
12. Selectmen reviewed the final follow-up information from Security Benefit regarding the 401(a) plan. A phone call was placed to Graham Bacheller from the meeting and one final question was answered. The Board reviewed and adopted the resolution as outlined in the “Security Benefit Retirement Program Plan Documents.”

## **NEW BUSINESS**

1. Selectmen reviewed the payroll manifest \$19,384.88 and accounts payable manifest \$20,113.59 for the current week dated 02 March 2012. Motion was made by Scribner to approve the manifests. St Germain seconded and the vote was approved 2-0.
2. Copies of a draft Disaster Recovery Policy were distributed for Board review. The policies reviewed will be mailed out to Selectman Hunter for review as well.
3. Town Reports were back from the printer and available for pickup at the Town Hall, Library, and Safety complex on Tuesday February 28, 2012. Copies have been mailed out to State Agencies as required.
4. Scribner had obtained a proposal from Citizen’s Bank for updated banking services. Copies were distributed to Board members for review and discussion at a future meeting. There was discussion about updating the way the Town makes deposits and such.

5. Selectmen reviewed and signed abatement forms to clear old tax liens from two of the Cooperage lots that were included in the settlement payment of December 2011; \$6,030.75 for the 2009 and 2010 tax liens to include lien, interest & costs to date on parcel 03-054.001.014; and \$6,655.83 for the 2009 and 2010 tax liens to include lien, interest & costs to date on parcel 03-054.001.033. The forms were provided to the Tax Collector.

6. Selectmen approved an Intent to cut for parcel 04-002 on Tavern Road owned by Kevin Bolduc.

7. Selectmen signed the follow-up letter to Paul Willis of Seacoast United Soccer regarding the outstanding Site Plan issues.

8. Selectmen reviewed an Elderly Exemption application and Disabled Exemption for parcel 03-111 on Beede Hill Road. The property is owned by a father and daughter. At the present time, only the disability application meets eligibility requirements. Motion was made by Scribner and seconded by St Germain to approve a disabled exemption and deny an elderly exemption for parcel 03-111 for the 2012 tax year. The vote was approved 2-0 and Selectmen signed both forms accordingly.

At 3:20 pm motion was made by Scribner to enter non-public session pursuant to NH RSA 91-A:3 II (e) to discuss a pending BTLA case. St Germain seconded and the vote was unanimously approved; Scribner – yes; St Germain – yes.

At 3:25 pm motion was made by St Germain to return to public session. Scribner seconded and the vote was unanimously approved; Scribner – yes; St Germain – yes.

Motion was made by Scribner to accept the \$400,000 settlement offer on the pending BTLA settlement regarding the new commercial building on the Cooperage site. St Germain seconded and the vote was approved 2-0. Carlson will get this information to Joe Lessard of MRI for further action.

The next regular Board meeting will be held on Thursday March 8, 2012.

With no further business to come before the Board, motion was made by Scribner and seconded by St Germain to adjourn the meeting at 3:30 pm.

Respectfully submitted,

Heidi Carlson  
Town Administrator