

The Board's meeting came to order at 6:07 pm in the basement meeting room at the Fremont Town Hall. Present were Selectmen Annmarie Scribner, and Greta St Germain; Town Administrator Heidi Carlson.

Selectmen reviewed the invoices for payment, payroll and accounts payable items.

Sharon Girardi came in to the meeting at 6:15 pm.

Selectmen worked on the allocation of the default budget to clear up some items from last week. This included reductions in personnel administration with no raises for employees other than Police; and a reduction in the anticipated amount needed for health insurance for the year. Other minor adjustments were made, and a final version of the MS-2 was prepared and signed by the Board. The form is made an attachment to the minutes for recording of the official default budget allocation for the Town for 2012.

At 6:25 pm Sharon Girardi met with the Selectmen to discuss the Board's thoughts on her designing a new budget worksheet that could be used by all Departments to create a more unified approach to the budget process this fall. The Board also wanted to include the narrative within it and there was discussion about the options to accomplish this.

Girardi was thanked for her time and she left the meeting at 6:50 pm.

Department Heads need to be consulted about the need for and use of trailers currently stored in the rear shed at the Town Hall.

OLD BUSINESS

1. Selectmen reviewed the minutes of 29 March 2012 and 05 April 2012. The Board's decision about the police wages needs to be added to the public minutes for the 03/29/2012 minutes. With that addition, motion was made by St Germain and seconded by Hunter to approve the minutes of March 29 and April 5, 2012. The vote was unanimously approved 3-0.
2. Carlson provided an update on the Town's website including Department training on Thursday April 26th. It is presumed the "go live" date will be shortly following that training.
3. Selectmen reviewed and signed the corrected payroll manifest for 03/30/2012 in the amount of \$21,283.45 (reflecting correction to Neal Janvrin's paycheck); signed the accounts payable manifest dated 03/23/2012 in the amount of \$29,330.07; and the accounts payable manifest dated 04/06/2012 in the amount of \$1,188,908.16 (missed in the last two week signature files).
4. Selectmen reviewed an extension agreement with TRC for the Safety Complex solar panel grant work. The Board signed the extension through June 30, 2012. The Selectmen also reviewed an updated RFP for the balance of the work that Freedom Renewable Energy did not complete. The revised RFP is also being reviewed by TRC and NH OEP as well as the Energy Committee and Building Inspector prior to re-posting.
5. The Board discussed scheduling of personnel reviews and their progress. They would like to do Chief Janvrin's on April 26th, and asked about Chief Butler's class schedule (currently Tuesday and Thursday evenings). They asked for Jeanne Nygren and Meredith Bolduc to be scheduled for next week.
6. Selectmen discussed a meeting between SUSC and the abutters. After lengthy discussion, it was decided that the process will proceed through the Site Plan Review process with the Planning Board. St

Germain will follow-up with Chris Albert to follow-up on the Planning Board application and when he will be submitting it.

7. Selectmen were given copies of the two updated Highway building renovation proposals received. Mark Pitkin spoke with both bidders from the original RFP and asked for an updated price for the project. It is unclear from the submittals if they are based on the original RFP, or the follow-up letter and several reductions to the project scope. Copies were provided to Pitkin as well as the Building Inspector and the Board will review this further.

NEW BUSINESS

1. Selectmen reviewed the payroll manifest \$19,824.97 and accounts payable manifest \$47,903.16 for the current week dated 13 April 2012; final signatures on the accounts payable manifest for last week dated 30 March 2012. Motion was made by St Germain and seconded by Hunter to approve these manifests. The vote was unanimously approved 3-0.

2. Selectmen reviewed the folder of incoming correspondence and bills received for payment.

3. Selectmen granted permission to NH Fish & Game for access to Town properties for the Blanding's Turtle survey. This effort is also supported by the Fremont Conservation Commission.

4. Selectmen reviewed and initial journal entries and voided checks in QuickBooks ledger.

5. Selectmen reviewed and approved an Intent to Excavate for 2012-2013 tax year on parcel 04-015 owned by Gary Merrill / Fremont Park Associates.

6. Selectmen reviewed and signed an updated Federal Surplus Property Program Agreement. Department Heads will also be authorized signers to participate in this program.

7. Ann Marie Stackpole resigned her position as Supervisor of the Checklist after accepting the write-in to assist the Supervisors in follow-up from the March Elections. Selectmen viewed a copy of her resignation letter. Pursuant to NH RSA 669:64, the remaining Supervisors appointed Catherine Murdock to fill the vacancy. This is a one year position, and the balance of the five years on the term will go back on the ballot next year.

8. Selectmen reviewed PSNH Pole Licenses for poles on Chester Road (6/40S) and Scribner Road (2/7) and signed both forms for return to the Town Clerk.

9. Selectmen reviewed an Excavation Tax Warrant for the 2011-2012 tax year in the amount of \$184.28 for parcel 04-015 for Fremont Park Associates / Gary Merrill. Motion was made by St Germain and seconded by Hunter to approve the warrant. The vote was unanimously approved 3-0.

10. One of the Selectmen's Office printers no longer works. No action was taken on purchase of a new one due to the cost. Other options, including linking the computer to the copy machine, were discussed.

11. Selectmen Scribner and St Germain signed appointment forms for Brett Hunter as Selectmen's Representative to the Planning Board and Alternate Selectmen's Representative to the Budget Committee (forms coincide with his new term). This was voted by the Board on March 29, 2012.

12. Selectmen reviewed a Current Use application for the 2012 tax year from Hans and Martha Nicolaisen for parcel 01-023 (17 acres) which has been reviewed and approved by the Assessor. Selectmen signed the form as the application was in order.

13. Selectmen were advised that the Tax Collector is planning the 2011 tax lien date as May 10, 2012 and will be in to see the Board for a few minutes that evening. She is also looking at having the due date for taxes as Monday July 2, 2012, given that July 1 is a Sunday.

14. Selectmen signed a Bridge Aid request form for funding assistance for Martin Road Bridge (155/133) over Piscassic River. This will be submitted to the NH Department of Transportation for the Town to be included in an upcoming Bridge Aid Funding year.

15. Selectmen reviewed a letter from Attorney Craven regarding obtaining information and documents relative to the Cooperage road build-out which had to be undertaken by the Town when the Cooperage filed bankruptcy. Attorney Ryan has indicated that the Town should make Attorney Craven aware of the Town's files and that he can view and copy them at his convenience during open office hours.

16. Selectmen reviewed the court order received regarding payment of legal fees and will confirm with Attorney Ryan next week who the check should be made payable to. The Board stated that the case is settled and the case is closed, and the Board will not appeal. The Town does have a new Conflict of Interest Ordinance as approved by voters.

At 8:15 pm motion was made by Hunter and seconded by St Germain to enter non-public session pursuant to NH RSA 91-A:3 II (c) to discuss a personnel evaluation. The roll call vote was unanimously approved 3-0; Hunter- aye; Scribner – aye; St Germain – aye.

At 9:15 pm motion was made by Hunter and seconded by St Germain to return to public session. The roll call vote was unanimously approved 3-0; Hunter- aye; Scribner – aye; St Germain – aye.

The next regular Board meeting will be held on Thursday April 19, 2012.

With no further business to come before the Board, motion was made to adjourn the meeting at 9:20 pm by Hunter. St Germain seconded and the vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson
Town Administrator