

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

Selectmen reviewed the agenda for the evening. There was discussion about the meeting room layout and having a flag at the meeting.

At 6:15 pm Jeanne Nygren met with the Board of Selectmen. Motion was made by St Germain and seconded by Scribner to enter non-public Session pursuant to NH RSA 91-A:3 II (c) to discuss an employee evaluation. The roll call vote was unanimously approved; Scribner – aye, St Germain – aye.

Nygren left the meeting at 6:50 pm. Meredith Bolduc came into the meeting at this time. There was no break in the non-public session.

Selectmen met with Meredith Bolduc to complete an employee evaluation.

At 7:30 pm motion was made by St Germain and seconded by Scribner to return to public session. The roll call vote was unanimously approved 2-0; Scribner – aye; St Germain – aye.

Selectmen offered to each of the employees that they should return with any questions on the evaluation process, or comments to be added to the form, so it can be signed by all. The board also distributed copies of each individual's job description and asked that they be updated and returned within the next couple of weeks as well.

The work session on other outstanding employee evaluations was deferred until the full Board could be present. Selectmen decided they would use the next work session to address additional Department Head evaluations as a group.

OLD BUSINESS

1. Selectmen reviewed the minutes for 12 April 2012. Motion was made by St Germain to approve them. Scribner seconded and the vote was unanimously approved 2-0.
2. The RFP for the balance of work at the Fremont Safety Complex for the solar panel hot water system installation has been completed, reviewed by the State, posted, and distributed as of Wednesday April 18, 2012. A mandatory walk-through will be held on Friday April 27, 2012 at 4:00 pm at the Safety Complex and bids are due by 4:00 pm on Thursday May 10, 2012. Work on the project needs to be completed by June 1, 2012 so that all mandatory State reporting can be completed before the June 30, 2012 grant deadline.
3. Selectmen reviewed the Investment Policy and the Fraud Policy. No changes were needed and the Board re-adopted both policies as they are currently written.
4. The March 2012 Town and School budget reports were distributed for Board member review. The Town budget includes all of default appropriation allocations. March 31 budget reports have also been distributed to all Departments (with installation of the default budget).
5. Selectmen began to consider the equipment needed for public access for the basement meeting room. Scribner will contact the cable access person in Chester to get additional advice, and the Board discussed consulting with him for a plan to wire and equip the Town Hall basement meeting room.

6. Selectmen signed a letter to Pat Martel acknowledging her resignation from the Budget Committee and thanking her for her service.

7. Selectmen discussed the Memorial Day plans and generated ideas for a Grand Marshall. The band contract has not yet been received and there has not been a commitment from anyone to lead the Color Guard and Firing Squad. Additional contacts will be made and the Board will continue to review progress. The Board agreed that at the end of the ceremony, general announcements could be made about the events at the fields and tours of the Meetinghouse and newly-constructed Town Pound.

8. The highway shed proposal from Wayne Copp was redistributed. The copies circulated last week were not complete. There was further discussion on highway shed renovation plans and the Road Agent's desired schedule to move ahead with the project.

Mark Pitkin came in to the meeting at approximately 8:10 pm and talked with the Board further about the highway building. There are two proposals on hand currently, updated to current pricing. It is not clear from each of the written proposals what is contained in each. Pitkin further explained some of it based on his personal conversations with vendor Wayne Copp. Additionally, line item detail and pricing on the work that is to be done by the Town and Town staff needs to be written out by Pitkin to be included in a final tally for the project.

St Germain suggested getting together with Pitkin and Wayne Copp to review his proposal and make comparisons to be sure that he has included all of the items. It was tentatively scheduled for 2:00 pm on Thursday afternoon and it was asked to see if Bob Meade could also be available.

Pitkin asked about insurance coverage on the backhoe and Carlson will follow up with the Town's insurer with his list of questions.

Pitkin submitted the employee evaluation form for Leon Holmes Jr and said he had discussed it with him. Leon's job description had been updated in July 2011 by the Highway Study Committee and will be provided to him for an annual review as well.

A letter from Matthew Voss at 23 Riverside Drive was reviewed. It was suggested that he contact the dog officer regarding a problem with a neighbor's dog.

Selectmen confirmed from the discussion last week that they did not want the Town to incur the costs associated with the light poles at the Spaulding and Frost Subdivision project.

NEW BUSINESS

1. Selectmen reviewed the accounts payable manifest \$61,027.37 for the current week dated 20 April 2012. Motion was made by St Germain to approve the manifest. Scribner seconded and the vote was unanimously approved 2-0.

Pitkin left the meeting at approximately 8:25 pm with the check to pick up the backhoe on Friday morning.

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

3. QuickBooks reports that had been requested were distributed for review, including the Town Profit & Loss; Voided/Deleted Transaction Summary; and Balance Sheet, previous year comparison. There was discussion about the reports and they were reviewed to match other month-end reports.

4. Selectmen discussed the possibility of the Town sending a contribution to the Memorial Fund for Chief Maloney. There was discussion about the emotional ceremony today. Selectmen decided to send a check on behalf of the Town in the amount of \$100 with a letter of support.

5. Selectmen reviewed 2012 Veteran Credit applications. All were eligible and thus approved, and the Board signed the paperwork on each. Each credit is in the amount of \$500.

Larry Mack	04-062
Judith Prestosz	03-001.001.52B
Jay B Lennon	02-022.022
Philip Coombs	01-025
Karen Wagner Coombs	01-025
Richard Ratliffe	02-058.001

6. Selectmen reviewed a 2012 Disabled Veteran Tax Credit application. The applicant was eligible, and approved. The Board signed the paperwork. This credit is in the amount of \$2,000.

Raymond Oro	06-053.010
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7. Selectmen reviewed and signed a 2011-2012 Yield Tax Warrant in the amount of \$247.02 for parcel 01-011 owned by John & Lorraine Downing.

8. There was follow-up discussion to the Budget Committee meeting of April 18, 2012. Gene Cordes was elected Chair; and Charles Kimball Vice Chair. Two new members joined the Committee, and an advertisement for the two vacancies was posted. Pat Martel has resigned, and Greg Fraize resigned as a Budget Committee member, but continues to serve in the role of representative from the School Board (as he was elected to the School Board in March). A Budget Committee training session will be offered in Plaistow sometime this spring, and some members of the Committee will plan to attend.

9. The May Newsletter including Bulky Day and Hazardous Waste Flyers, was reviewed and approved for publication. This double issue will be mailed out.

10. The Highway Study Committee meeting minutes from April 2, 2012 were available for review. The Committee's next meeting date is May 21, 2012.

11. Selectmen reviewed a Disabled Exemption application for a qualified applicant. With all in order, Selectmen approved the application for Margaret & Richard Campbell on parcel 02-156.001.022.002. The paperwork was signed.

The next regular Board meeting will be held on Thursday April 26, 2012.

With no further business to legally be brought before the Board, motion was made by St Germain and seconded by Scribner to adjourn the meeting at 9:10 pm.

Respectfully submitted,

Heidi Carlson
Town Administrator