

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

Selectmen signed Memorial Day letters, reviewed the payroll and accounts payables and manifests for this week; as well as the folder of incoming correspondence.

At 6:15 pm Melissa Gates met with the Board to discuss a sign in memory of her mother, Marilyn Gates, who was killed by a drunk driver. She explained that in 2008 Texas started a fundraiser program for signs to be placed along highways in memory of those killed by drunk drivers with a safety message "Don't drink and drive." The Texas program only allows for the signs to be in place for two years, and she would like to have her mom's sign shipped here to be placed on Route 107 in Fremont. Nick Kakouris has offered to have it placed on his property at the tree line between the Pizzeria and the Safety Complex. Gates showed Selectmen a photo of the sign, and said it is 42 by 43 inches in size.

The Board did some research into the Town's Zoning Ordinance on Signs, and decided that additional research will be done and they will get back to Gates.

She thanked the Board for their time and left the left the meeting at 6:30 pm.

At 6:50 pm Department Head Neal Janvrin came in to the meeting. He asked the Board if he needed to buy equipment from DayStar. There was discussion, and the Board did not think that this was necessary for some of the smaller items (monitors and keyboards and the like). Janvrin said he can price some of these items out, and purchase them cheaper elsewhere.

There was further discussion about services and the interaction with the different software modules. The Board would like to meet with DayStar to review where we have been in the last year, and how the services are going overall.

Janvrin then moved to discussion of a part-time fill in for the Police Department, when the Administrative Assistant is away. St Germain explained that the Board did not really want to create a new position and put someone else on the payroll. Chief Janvrin explained that he wants to train someone else to do the Administrative Assistant's job in case of an extended sickness or her vacation. He said it was more than just someone answering the phone, and that there was a training process involved in someone new learning how files are put together for each case.

There was general discussion about the Department's needs, and the Board asked Chief Janvrin to fill in, in his administrative role, for the present time. Janvrin said he would like to discuss this with the Board further in the future.

Chief Janvrin left the meeting at 7:15 pm.

There was a brief discussion about summer scheduling. Hunter said he would like to meet every other week to coincide with the signing of payroll. St Germain said she would like to continue to meet weekly.

Selectmen discussed the Town's Purchasing Policy in conjunction with invoice review.

OLD BUSINESS

1. Selectmen deferred action on the minutes of 31 May 2012.

2. Carlson indicated that the Town's insurer had been out to review all town-owned buildings valued at greater than \$100,000 a few weeks ago, and this included one within the Cooperage Development. It was felt that further investigation of the tax deeded buildings should be pursued for inventory purposes.
3. Carlson reported that the Bank has issued a commitment letter for the \$500,000 Tan Anticipation Note to be funded for June 15, 2012. Carlson completed the Bond Counsel package and submitted that on Tuesday to Devine Millimet Branch.
4. Copies of the 2011 draft audit report were distributed to Board members. There was discussion about a follow-up meeting and when the board would like to do this. It was decided it would be scheduled for a Thursday meeting early.
5. Selectmen further discussed information from MRI on valuation and will consider meeting with MRI in the next couple of weeks if needed, once the full Board has been able to meet.

At 7:50 pm Road Agent Mark Pitkin met with the Board to discuss several items. He began with the contract with Continental Paving for work on Leavitt and Rogers Roads. Motion was made by St Germain to approve the contract with Continental Paving in the amount of \$97,128. Hunter seconded and the vote was approved 2-0.

Pitkin then discussed the Highway Shed renovations. He said they dug a test pit today. He said they will be able to do a dry well given the soils that are there. Pitkin said he also stopped at the shed in Nottingham to do some research on the exhaust fans hard-wired to the CO system in the building. Pitkin said he is trying to do some independent study on what other new sheds in the area have for exhaust and ventilation systems.

There was discussion about Leavitt Road and Rogers Road construction and additional work to be done on the intersections. Pitkin said that Dan Tatem has begun the work necessary to engineer the intersections, and that he will use some of this information for reconstruction this year, and some may wait until there is additional money, depending on what the survey shows for alternatives.

In follow-up to discussion about the Town's Purchasing Policy, Selectmen discussed with Pitkin a pending bill for gravel that exceeded the minimum amount without competitive pricing. The Board asked Pitkin to gather prices once a year on materials such as gravel and winter sand; understanding that the aggregate amount of the purchases would exceed the limit that necessitates having two or three quotes (depending on the amount). Pitkin said he will have local vendors send over pricing, but that he also has to consider the amount of down time the equipment has (waiting for material to be brought back to the work site); as well as the cost to truck materials depending on where they are the cheapest.

Pitkin then discussed the past year snowplowing season, indicating that he has now seen one very hard winter and one slow winter. He advised the Board that he thinks the winter snow plow contracts for the six wheelers that are ready to go should be based on more than the current \$520 per month stipend. He said these trucks need to be prepared for the winters, and in winters like last, they sat much of the time. He suggested the Town should push the monthly amounts up to \$1,000 per month for five months, for each of the three trucks to be more comparable to the State and other agencies. He said he is trying to be fair with everyone, vendors and the town and taxpayers. When asked, he said that none of the drivers have complained about the current arrangement, he is just asking the Board to further discuss it.

Pitkin also explained that he felt the operator of the Town truck, when called out for short-term snow plowing needs in the middle of the night, should be paid more than \$15.00 per hour. There was discussion about making up for this with something comparable to a shift differential or time and a half.

Pitkin cited being called out at midnight for only three hours (for example to get ready for the morning commute with a light storm). There was discussion about the potential options here, and Pitkin also asked the Board to further consider and discuss this.

Selectmen thanked Pitkin for bringing these items in early in the season so that they can be discussed prior to the upcoming winter season.

Pitkin advised the Board that contractor Steve Chase has purchased a new truck. In accord with what has been past practice, Pitkin said that the Town would install the basic equipment on this truck. He said some communities pay more for having your own equipment but thought the one time cost of installation was better for the Town than paying more per hour for the life of the truck.

Selectmen then discussed with Pitkin the Bridge Aid Program and process for the engineering RFQ. Pitkin said he would call Administrator Nancy Mayville to check on the process and see what the Town's next step should be.

Pitkin thanked the Board for their time and left the meeting at 8:35 pm.

OLD BUSINESS CONTINUED

6. Selectmen reviewed finalized abatements in follow-up to the preliminary review done at the meeting last week. This included:

03-186 91 Sandown Road Cecelia Hart

After reviewing the Assessor's recommendation, St Germain moved to accept the Assessor's recommendation and grant an abatement of \$16,100 in value for inspection updates. Hunter seconded and the vote was unanimously approved 2-0.

03-169.060.012 36 Senter Circle Donald & Lorraine Bettencourt

After reviewing the Assessor's recommendation, St Germain moved to accept the Assessor's recommendation and grant an abatement of \$12,900 in value for inspection updates. Hunter seconded and the vote was unanimously approved 2-0.

7. No additional revisions were ready for the Records Retention Policy. Carlson needs to forward it to the Town Clerk for her to provide any feedback to the Selectmen.

NEW BUSINESS

1. Selectmen reviewed the payroll \$20,508.45 and accounts payable manifest \$36,316.81 for the current week dated 08 June 2012. Motion was made by Hunter and seconded by St Germain to approve the manifests. The vote was approved 2-0.

2. Selectmen signed a PSNH Pole License petition #65-0483 for Pole # 8/60A located on Shirkin Road. This was returned to the Town Clerk for filing in town records.

3. Carlson advised the Board of an enhanced recycling effort being spearheaded by Ellis School students, to include additional recycling and composting. The students have asked for 30 additional recycling bins for Ellis School. Currently the Town does not currently have this many in stock to provide, and the budget has been exhausted, aside from transferring some money for a potential future order. Jeanne Nygren had done some additional research on line with NH The Beautiful, where the Town buys bins, and found that schools could buy other recycling options (in addition to bins) even cheaper than the Town

can. The Board felt at this time, that the School should pursue ordering the bins on their own. The Town applauds their efforts to even further reduce recycling, as that reduces taxes overall for all Fremont taxpayers.

4. The Board discussed appointment of Parks & Recreation summer camp staff. The Board asked for all counselors (new and returning) to meet briefly with the Board next week.
5. The May 2012 budget report and Treasurer's Report were distributed to all Board members to review.
6. Selectmen signed three originals of the MS 5 Form completed by Plodzik & Sanderson.
7. Selectmen signed a Land Use Change Tax bill and warrant for parcel 03-015.001.029. This was forwarded to the Tax Collector.

The next regular Board meeting will be held on Thursday June 14, 2012 at 6:00 pm.

With no further business which may legally be brought before the Board, motion was made by Hunter to the meeting at 9:00 pm. St Germain seconded and the vote was unanimously approved 2-0.

Respectfully submitted,

Heidi Carlson
Town Administrator