

At 6:05 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 (Hunter was on a fire call); Town Administrator Heidi Carlson; and resident Deborah Pollinger. All rose for the Pledge of Allegiance.

OLD BUSINESS

1. Selectmen reviewed the minutes for 30 August 2012. One typographical error was corrected and motion was made by St Germain to approve them as amended. Scribner seconded and the vote was unanimously approved 3-0.

Selectmen discussed a request from Kimberly Dunbar to purchase Quicken for her recordkeeping process. The Board did not feel this was necessary as she can get printed reports from QuickBooks, and is now using Excel for monthly cash reconciliation.

Resident Greg Fraize came in to the meeting at 6:10 pm.

2. Chairman Scribner signed the application for lot line adjustment to Fremont Planning Board for the Andrew / Town of Fremont land swap at Rogers Road.

3. August 2012 budget reports were distributed to Board members.

4. Selectmen tabled the Beautification Ordinance pending additional input from Hunter.

5. Selectmen reviewed and discussed the Records Retention Policy. The Town Clerk does not currently have time to review it, and said she would when she was able to, and that amendments could be made to the policy at a later date. Some additional review will be done.

6. The NH Primary will be held next Tuesday with polling located at Ellis School and open from 7:00 am to 8:00 pm. Setup will begin at 3:00 pm on Monday September 10th.

7. Carlson provided updates to the Board on the Safety Committee meeting of August 31, 2012. The bushes in front of the Town Hall have been cut (one side). Updates to the Safety Program are in progress. Carlson and Nygren met with NH Primex on Tuesday for additional guidance in updating the program. Carlson and Nygren have each signed up for an upcoming NH Department of Labor training session. A flagging class has been set up in Auburn for October 16, 2012 and there are spots for Fremont attendees in that session.

Carlson asked the Board about using some of the Workers Compensation holiday (refund) to fund some of the necessary safety equipment (such as fuel storage cabinets, safety goggles, ear protection, chaps). The Board asked for a list of items to be put together with pertinent pricing.

Mark Pitkin came in to the meeting at 6:15 pm.

This led to discussion about a portable fuel storage tank (currently in use and on loan from Pitkin to the Town) and a future fuel tank that will be mounted at the highway shed. Carlson advised that Jeanne Nygren is working on options for on-site fuel storage.

At 6:20 pm Selectmen met with Mark Pitkin to discuss the Highway storage barn comparative data & sketches. He has met with the Building Inspector Bob Meade to review the proposals, and Meade's comparison of the two lowest bids was circulated for the Board to review. Pitkin said that he concurs with Meade's recommendation that the proposal from Groen Builders Inc is the best one for the Town

(lowest price and detailed proposal). Pitkin reminded the Board that he also needs to buy concrete blocks for the outside walls (\$50 each and he has some that he can reuse, and then will buy the remainder).

He noted that the gable ends may also have to be brought down far enough so that no water gets inside. Motion was made by St Germain to accept the proposal of Groen Builders Inc in the amount of \$33,000. Scribner seconded and the vote was unanimously approved 3-0.

Pitkin then updated the Board that he met with the Miller's and Steve Tomasz earlier this evening to look at the North Road stone wall. He said that the Miller's are looking for a letter to close the project out. He said they seem happy and the work is nearly complete. He said that 40 feet of cap is complete. Tomasz has some additional cap and the drainage in front left to complete.

Carlson was directed to send an email to the Miller's to find out exactly what they are looking for in a Letter of Completion so that something can be drafted.

Pitkin said that he is waiting for PSNH to move the wires on Rogers Road prior to completing the paving at that site. He is in regular contact with PSNH to be aware of their scheduling.

Pitkin left the meeting at 6:30 pm and Selectman Hunter arrived at the meeting at this time.

Selectmen updated Hunter on items already discussed.

OLD BUSINESS CONTINUED

8. Selectmen discussed Seacoast Farms and an odor complaint that came in over the weekend. Selectmen asked for John Ryan to be contacted again regarding the request from the Planning Board and support from the Selectmen for a Cease and Desist order to be issued for the noncompliance operational issues. Carlson will contact Attorney Ryan and ask that he phone Selectman Hunter tomorrow.

There was also discussion about odor complaints and Attorney Ryan's statement that this is not a public nuisance. The Town followed their due diligence in that regard, and other issues still existing are a private nuisance that abutters would need to follow up on independent of the Town.

9. Hunter has not had time to work on the Beautification Ordinance and will do so for further Board review soon. The Records Retention Policy was adopted on a motion from St Germain and second from Hunter. Carlson will clean up and format the document and bring it back for signature next week.

At 6:45 pm School Board member Andy Kohlhofer met with the Selectmen. He sent an email request to Carlson earlier today requesting that the Selectmen send a letter to the School Board requesting the School Board appoint people to be on a Sheltering Study Committee. The School Board may send a representative and would also perhaps include Scott Brown.

The Committee would be charged with exploring options for shelters, including looking at grants and how expenses will be shared. The Selectmen decided after discussion that the Committee should include the Emergency Management Director and Deputy Emergency Management Director, a School Board representative, a School Facilities representative, a Fire Rescue Department representative, a Police Department representative, a Selectman, and two members of the community at large. The Board asked Carlson to send out an email to the EMD and Deputy EMD to get this process underway.

There was discussion about the items the School Board is currently working on, including contract negotiations. There was discussion about increases in NH Retirement costs, as well as the ramifications of the Affordable Care Act and the offered health insurance plans.

There is a new heating system installed at the school. He said they had also tapped into the trust fund for that, as well as assist with some of the heating costs.

OLD BUSINESS CONTINUED

10. Selectmen confirmed that they wanted to go back to their schedule of work sessions every other week. Next week will be a work session, and every two weeks from there. The Board is still planning to attend the Joint Boards of Selectmen meeting in Danville on September 20th. The Board will meet in Fremont at 6:00 pm and handle any urgent business, and then travel to Danville for the Joint Board's meeting at 7:00 pm.

NEW BUSINESS

1. Selectmen reviewed the accounts payable manifest \$524,618.32 for the current week dated 07 September 2012. Motion was made by Hunter and seconded by St Germain to approve the manifest. The vote was unanimously approved 3-0.

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

3. Selectmen reviewed an animal ordinance submission from Renee King. Some additional research needs to be done to determine the method of adoption.

4. Selectmen reviewed and approved draft RFP's for painting of the Meetinghouse and Safety Complex repairs from the water damage. These will be posted as soon as they can be finished.

Deborah Pollinger left the meeting at 7:10 pm.

5. Selectmen decided that they would defer on individual meetings with departments until after the Board had completed their review of budgets submitted. Following that, if departments would like to discuss the Board's recommendations, they will schedule meetings at that time. The following budgets were distributed for review next week:

4130 Selectmen's Office

4140 Town Clerk

4141 Election & Registration

4151 Financial Administration Other (Treasurer, TTF Audit, Budget Committee)

These will all be reviewed next week at the work session, as well as budgets circulated in previous weeks.

6. Selectmen reviewed the NH Mosaic parcel map participation agreement so that Cartographics Inc can directly provide the Town's tax map and parcel data to UNH. St Germain moved to approve the agreement, and Hunter seconded. The vote was unanimously in favor 3-0.

7. Selectmen reviewed proposals from DayStar for computer upgrades to be completed in 2012. No decisions were made. Some budget estimates for 2013 were also reviewed.

At 7:30 pm Selectmen opened the Grassdrag meeting, which had been scheduled about a month ago, with notices sent to all of the Departments, and mailed to abutters and Martin Road residents. Present were NH Snowmobile Association Representatives Roger Wright (Event Coordinator), Craig Mayo (Vendor

Coordinator, and Stuart Marcus (Event Coordinator); Abutters Gary and Tanny Cloutier, Albert Peterson; resident Greg Fraize; and Police Department representative Reese Bassett.

Mr Wright said that he is the Event Coordinator and that there are minimal changes to this years event, and it will be very similar to last year. Last year there were 2 ATV demos, now down to one; they have moved the NE Monster Truck Ride (for kids) within the site; changed the vendor booth layout; and relocated the VIP tent. He said the ticket booths worked well and that will be continued, keeping traffic down to a 15 minute wait, maximum.

There was discussion about the helicopter rides, which Wright said went over well and was utilized by neighbors for photographs of their homes. St Germain said that she had been at a gathering on Brown Brook Circle and that the helicopters were hovering and that it was offensive. Mrs Cloutier said that the helicopter hovered over her barn on a regular basis and it was a big concern. Mr Cloutier said that the choppers were flying over the crowds.

It was the general consensus that all would like to make sure that they don't fly over crowds or homes. There was discussion about the FAA's role and the criteria the company had to meet in terms of those regulations.

Mr Wright will prepare a letter and send it to the helicopter contractor and copy it to all of the meeting attendees to address these concerns. Mrs Cloutier said the helicopter company included some very nice people, who seemed to address concerns as they arose. Everyone felt that if everyone associated with the company understood the concerns, that they would be respected.

Bassett explained that their filing a flight plan is an FAA regulation, and once filed, there is nothing that the Police can do about it. The goal is within the flight circle, to minimize the disturbance over residential areas. Wright said he would ask that in his letter that it be communicated to every pilot, and that the flight plan and the desired minimum impact to the residential neighborhood be observed. It was asked that the flight plan be shared once received.

Craig Mayo said that several email exchanges had taken place this year thus far to ensure that there was strict adherence to the flight information.

If there is a complaint, all residents and abutters would have the phone number of the mobile command unit; and all complaints are to be directed there.

Bassett said that many of the logistical changes made last year worked well and there were little to no significant traffic backups.

Clean-up was also a concern, and Wright said that they have a plan in place to address it better and quicker than it was last year.

A follow-up meeting was scheduled for 7:30 pm on Thursday October 18, 2012.

Participants left the meeting at 7:50 pm.

Greg Fraize asked the Board about unsealing of minutes from recent weeks, and if they knew when that might take place. The Board said it is a legal matter, and it is undetermined if they will be unsealed.

Fraize left the meeting at 7:55 pm.

Reese Bassett said he had a personnel matter to discuss with the Board. At 7:55 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). The roll call vote was unanimously approved: Scribner – aye; Hunter – aye; St Germain – aye.

Reese Bassett left the meeting at 8:25 pm.

Motion was made by Hunter and seconded by St Germain to return to public session at 8:45 pm. The roll call vote was unanimously approved: Scribner – aye; Hunter – aye; St Germain – aye.

Motion was made by Scribner to seal the minutes of this meeting indefinitely. Hunter seconded and the roll call vote was unanimously approved: Scribner – aye; Hunter – aye; St Germain – aye.

NEW BUSINESS CONTINUED

8. Copies of the Planning Board survey results were distributed to Board members.

9. Carlson discussed with the Board making a \$28,000 principal repayment on the note for the Smith land purchase. The interest to date on the loan is approximately \$900. The Bank cannot generate an invoice because the note is not yet due, but they will accept a payment with interest to date and a letter from the town indicating how to apply the payment. Making a payment now will reduce the future interest cost, and was a budgeted part of the 2012 expenses. Selectmen asked that this payment be verified as being OK with the auditors before moving ahead with it.

Lori Holmes came in to the meeting at 9:10 pm to present an appointment for the Board's consideration for Christine Goudin to be the Deputy Town Clerk. She said that she needs to get some help in the office short-term, even if just to help with filing. St Germain asked about the Statutes and Holmes referenced RSA 41 or 42 that outline the requirements for a deputy (the statute was pulled up verbatim from the State website: **NH RSA 41:18 Deputy Town Clerk.** – Each town may have a deputy town clerk who shall be qualified in the same manner as the town clerk and who shall perform all the duties of the town clerk in case of his or her absence by sickness, resignation, or otherwise subject to the provisions of RSA 669:65. A deputy town clerk appointed hereunder shall be appointed by the elected town clerk with the approval of the selectmen.)

St Germain asked if Holmes would consider working more evenings or Saturdays for the working people in the Town; and Holmes said she would have to think about this. She said that it would also depend on having additional help in the office. She indicated she is unable to get everything done and needs some additional help. She said that it is not easy to do with the \$500 stipend.

She said she has asked three other people to be the Deputy Town Clerk and they had refused. She said that Christine will come in even if at night after her full-time job to help with the filing, and slowly learn things.

Holmes left the meeting at approximately 9:30 pm.

Selectmen discussed that the proposal is the same situation the Town got away from before and were not inclined to approve the appointment.

10. Carlson shared with the Board an anonymous complaint by phone from a Fremont resident who was concerned about the dismissal of the Police Chief and wanted information as to why. He said he was planning to go to the Governor's Office as well.

11. There has been vandalism done in several areas of Main Street, and it included the shed at the library and the main sign at Memorial Fields. Volunteer/resident Doug Brown has come forward to assist with some cleanup at the fields, and he will repaint the back of the sign. Estimates are being obtained for the residing of the library shed so that if the perpetrator is caught, restitution can be made. Selectmen viewed photos of the damaged areas.

The next regular Board meeting will be held on Thursday September 13, 2012.

With no further business to come before the Board, motion was made by Hunter and seconded by St Germain to adjourn the meeting at 9:45 pm.

Respectfully submitted,

Heidi Carlson
Town Administrator