

At 6:12 pm the Board's meeting was called to order in the basement meeting room at the Fremont Town Hall. Present were Selectmen Annmarie Scribner, Brett Hunter, and Greta St Germain; Town Administrator Heidi Carlson. All rose for the Pledge of Allegiance.

Selectmen reviewed the mail folder and discussed the Budget Committee meeting from last evening.

At 6:15 pm H D Wood IV came in to the Board's meeting. Motion was made by Hunter and seconded by St Germain to enter non-public session pursuant to NH RSA 91-A:3 II (b) to discuss the hiring of an individual as a municipal employee. The roll call vote was unanimously approved: Scribner – aye; Hunter – aye; St Germain – aye.

At 7:05 pm Hunter moved to return to public session. St Germain seconded and the roll call vote was unanimously approved: Scribner – aye; Hunter – aye; St Germain – aye.

A motion was made by St Germain and seconded by Hunter to seal the minutes of the non-public session indefinitely. The roll call vote was unanimously approved 3-0: Scribner – aye; Hunter – aye; St Germain – aye.

St Germain moved to accept the resignation of Reese Bassett from the position of Interim Police Chief and reappoint him as Deputy Police Chief. Hunter seconded and the vote was unanimously approved 3-0.

St Germain then moved to appoint H D Wood IV as the Interim Police Chief on a part-time basis, temporary for 24 hours per week at a pay rate of Grade 19 Step 7 (\$25.34) in the current pay matrix; conditional on the final reference and physical results being satisfactory. Hunter seconded and the vote was unanimously approved 3-0.

An appointment form was prepared for the position through December 31, 2012 and signed by all Board members. The form was left for the Town Clerk for Wood to be sworn in next Monday.

At 7:08 pm Christine Goudin and Kathy Arsenault met with the Board to review the current tax deeds. They presented tax deeds for parcel 03-020 at 200 Main Street; parcel 03-167.009 for backland at 16 Clover Court; and parcel 01-035.001 for backland at 16 Compromise Lane.

Goudin then presented a resume from Katherine St Germain who lives on Sandown Road (no relation to Selectman St Germain). Goudin said they are neighbors and that Kathy has a solid financial background and is interested in accepting the position as Deputy Tax Collector. Katherine St Germain was unable to get out of a prior commitment this evening to attend.

After some discussion Hunter moved to appoint Katherine St Germain as the Deputy Tax Collector. Scribner seconded and the vote was approved 3-0.

Selectmen further discussed the properties presented for deeding and decided to accept them. Carlson was authorized to attempt one more personal contact with the owners. Selectmen will not redeem them at this point without payment of all past due tax amounts.

Kathy Arsenault left the meeting at 7:25 pm, thanking her for her time and dedicated service as the Town's Tax Collector, as this is her last night in office.

Selectmen discussed with Goudin her appointment (as brought forward last week by Lori Holmes) as Deputy Town Clerk. The Board explained their thoughts about the position and that it is separate until such time as the voters decide to combine them. They explained that it was not personal, and had to do

with the Board's philosophy on separation of duties until such time as the position became a combined Town Clerk/Tax Collector. They stated that they would not sign an appointment form for Goudin as the Deputy Town Clerk now that she is the Tax Collector.

Goudin said she is planning to have open office hours December 3, 4, and 5 from 6:30 to 8:30 pm depending on the date that tax bills are due. There was discussion about customer service hours that will best serve the residents. Goudin also indicated that office hours will change as of October 1st to Wednesday evenings from 6:30 to 8:30 pm. This has already been posted and put on the Town's website.

Goudin left the meeting at 7:32 pm.

OLD BUSINESS

1. Selectmen reviewed the minutes for 06 September 2012. Motion was made by Hunter and seconded by St Germain to accept them with one typographical correction. The vote was unanimously approved 3-0.

2. Scribner said she was asked by Matthew Thomas to put some discussion items on the Board's agenda, including the 250th Committee Warrant Article for \$10,000. The Board has already decided that this will go on the warrant for 2013.

There was discussion about another warrant article for \$10,000 to be added to the Capital Reserve Fund for the Historic Museum addition/expansion/renovation. Selectmen did not make a decision about this for the Warrant, but it will be added to the draft.

There was then discussion about the Town taking over utility costs of the Historic Museum. The Selectmen had agreed previously to some utility costs, and will consider the balance of them being included in the 2013 operating budget. The building has always been a Town building, but is leased to the Historical Society. The Town owns the building and currently covers that insurance. The Historical Society covers the other insurances, including for contents. If the Town is to cover that as well, all of the property needs to be Town property, or properly inventoried and documented.

There was further follow-up discussion, and Selectmen indicated that Matthew Thomas should put together an inventory of all historic items and who owns them, as well as where they are stored, so they could be properly accounted for and insured. The Town's insurance will only cover what the Selectmen have "care, custody, and control" of.

3. In response to a question from a resident, Selectmen reviewed how non-public minutes are stored and published. Carlson said that it has been Town practice during her tenure to keep non-public minutes in a separate file. The Board agreed that any minutes that have been unsealed can be placed in the minutes binder in the Selectmen's Office. Only the public minutes are placed on the website, and the Board felt this was fine. Anyone wishing to see other minutes (non-public that were not sealed or have been unsealed); can visit the office to view the binder.

4. No further work had been done to date on the Beautification Ordinance.

5. A final copy of the Records Retention Policy was presented for Board signature. This has been posted to the website and distributed.

6. In follow-up to Tuesday's Primary Election, St Germain said she had been approached by election workers about how long the day was. The Board discussed recruiting for additional per diem help on

election days, and also discussed recruitment for a Deputy Town Clerk. They discussed the \$500 stipend attached to it, and that it is a fill in position for the Town Clerk in the Clerk's absence. Carlson was asked to write informational articles on both for the next Newsletter.

7. Mark Pitkin has decided to move ahead with the paving projects, scheduled for the second week of October. PSNH is not able to provide a date that they will complete the tree trimming and pole relocation. He will have signage in place until work can be completed in full, and while not his first choice, he feels he cannot wait any longer for PSNH to complete their work.

8. In follow-up to the discussion last week regarding Seacoast Farms, Hunter advised the Board that the information from John Ryan is that the Town needs to get an injunction to deal with the non-compliance issues; as this is still a pending issue.

With regard to the nuisance odor, there is nothing left for the Town to do. The Board suggested sending a letter to Randy Grasso to advise him of this, and reiterate Attorney Ryan's earlier advice to him (when contacted directly) that he may wish to pursue a private nuisance.

Carlson provided some additional information on the gating of Shirkin Road, which was voted by the Town in 1935 and has never been rescinded that we know of. The issue is that the road is Class VI and the Town cannot expend money for maintenance, thus cannot build a new gate. Photos of the mid-1990's gate installation were reviewed, and it is believed this gate has been damaged. Selectmen asked for Mark Pitkin to look at the area and see if the gate is salvageable and if the road could be gated.

9. Carlson provided an update from the Auditors regarding the Tax Collector audit and note repayment.

10. Selectmen signed follow-up letters to contractors who had submitted proposals on the Highway storage building and well.

11. The oil contract for 2012-2013 was finalized with final pricing in place. Jeanne Nygren will contact Hartmann Oil for a contract at \$3.245.

12. Selectmen reviewed an offer from KTM Properties to repair the shed vandalism at the Library at no cost to the Town. Carlson had sent this offer out to the Library Trustees and is awaiting their response. Selectmen agreed this was very good for the Town and thanked KTM for their offered assistance. Once the Library Trustees have agreed, Carlson will contact KTM to schedule the work.

NEW BUSINESS

1. St Germain moved to approve the payroll \$19,877.11 and accounts payable manifest \$15,967.37 for the current week dated 14 September 2012. Hunter seconded and the vote was unanimously approved 3-0.

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

3. Selectmen signed a letter to Doug Brown to say thank you letter for cutting brush and sign refurbishing at the ballfields.

At 8:15 pm Annmarie Scribner called Denny Wood to talk with him about the offer of Interim Police Chief. He was put on speaker phone and talked with the Board. He asked some questions about how often the Board would expect to meet with him, and how he could best provide updates to the Board.

He accepted the position subject to the conditions and said he would plan to start Monday after being sworn in.

Scribner then called Reese Bassett to discuss the changes with him.

There was discussion about the forms that are required for signature at the NH Police Standards and Training Commission; and if they are ready before the meeting next week will be signed by the Chair.

Carlson prepared appointment forms for the two police appointments, and Selectmen signed them.

4. Carlson advised of a Post Office survey and meeting scheduled for October 9, 2012 at 5:00 pm at the Fremont Post Office.

5. St Germain suggested the Board look at a Local tax cap, and distributed copies of NH RSA 32:5-c for further review. The Board has talked for some time about ways to keep Fremont taxes affordable. The tax cap would need to be enacted for the Town and the School in order to make a difference in Fremont's tax rate.

6. Additional budgets were distributed to Board members, including Highway 4312; Fire Rescue 4220; Ambulance 4215; and Planning and Zoning 4191.

7. There was a question of a property owner at 11 Sunny Lane needing an Intent to Cut last Friday with a neighbor concern about cutting that had begun. Homeowner stopped in the interim period, and it was identified from both the State Forester and Timber Tax Appraiser at DRA that no Intent was necessary. Follow-up with both parties has been completed.

8. There was discussion about a reported dwelling unit having been construction on the PJP gravel pit lot on Main Street. No permits have been pulled for any work on the site, and the Building Inspector was able to determine there is a dwelling with utilities. The Board supported Meade posting a Stop Work order as soon as possible and following up as needed with additional documentation.

Selectmen also asked to have Bob Meade go check the house at 99 Louise Lane as one of the Board members had received a complaint that there is no running water at the property.

9. The Board did not feel there was sufficient time this evening for budget review and will instead keep next week's meeting as a work session in Fremont and not attend the scheduled Joint Boards of Selectmen's meeting in Danville.

10. The August void check detail was circulated in the mail folder for Board review.

Selectmen also reviewed commendation citations for Mary Wheaton-Pinder and Greg Huard for their assistance and dedication to the Police Department. Selectmen asked for these to be submitted on updated letterhead before they were placed on file.

Selectmen reviewed a letter from Bob Meade regarding a potential conflict of interest. The Board discussed how to handle inspections in this situation. No decision was made. The Board did want to avoid any potential conflict of interest with Meade's other employer.

Selectmen reviewed an email from Keith Stanton requesting more money be placed in the highway tree trimming line to deal with dangerous trees and needed trim work on Town roads.

The next regular Board meeting will be held on Thursday September 20, 2012 and will deal with urgent business only at 6:00 pm. Due to the pressing timeline for budget review, the Board will be unable to attend the meeting in Danville, and will have a work session in Fremont instead.

With no further business, motion was made by Hunter and seconded by St Germain to adjourn the meeting at 9:00 pm. The vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson
Town Administrator