

Paul Powers was present prior to the meeting being opened, to submit a bid, which was late, for the repair work at the Fremont Safety Complex. He spoke with Carlson about the process and left his proposal for review.

At 6:10 pm the Board's meeting was called to order in the basement meeting room at the Fremont Town Hall. Present were Selectmen Annmarie Scribner, Greta St Germain, and Brett Hunter, and Town Administrator Heidi Carlson. All rose for the Pledge of Allegiance.

Selectmen reviewed the folder of incoming correspondence and the bills paid this week, as well as the folder of bills for future payment.

Scribner discussed training this week regarding the Affordable Health Care Act and requirements of this legislation.

Selectmen reviewed and discussed the Purchasing Policy. There was discussion about use of purchase requisitions and purchase orders, which the Town needs to follow more closely. The Town will proceed with forms for this purpose, all to be turned in to the Bookkeeper for review against the budget, and processing, with the Town Administrator to have an additional review once the forms have been completed. Carlson will clarify the section on purchase orders, adding the process for a purchase requisition.

At 6:45 pm School Board member Andy Kohlhofer met with the Selectmen to discuss current School Board updates. He said that enrollment at Ellis School is down to 440 (primarily believed to be in grades 4-6). High school enrollment is fairly consistent.

They are currently doing good curriculum mapping, and the School Board voted to move toward accreditation for Ellis School. He said that they met jointly with the Sanborn Regional School Board last night.

Road Agent Mark Pitkin came in to the meeting at 7:10 pm.

Kohlhofer said they are working on the District's CIP plan and have a Curriculum Committee underway as well.

Kohlhofer received a copy of a portion of the Town's Emergency Operations Plan as it pertains to the School, and a full copy of the public plan will be forwarded to him.

Mark Pitkin met with the Board to discuss the 2013 Highway Budget. Scribner reviewed the numbers the Board had discussed recommending to date, to keep the budget within the same level as the 2012 default. Pitkin stated that he was not comfortable reducing the winter lines as he was not anticipating a winter as mild as last year.

Pitkin described that he is planning to spend \$100,000 on paving and allocate any other unallocated money in the 2012 budget to paving as well. He would like to be able to spend \$125,000 on paving; planning on Leavitt and Rogers Roads. Possibly he will be able to do Shirkin Road from Leavitt to Beede with an overlay. He said he would leave \$60,000 to get through the winter (through December).

Pitkin said that he would like to raise \$10,000 for the HW Equipment Capital Reserve Fund; \$25,000 for the Bridge Capital Reserve Fund; and \$50,000 to replenish the Highway Building Capital Reserve Fund. He also proposed a \$100,000 Warrant Article for Reconstruction of Whittier Drive.

Selectmen said they would work further on the budget to make a decision on a bottom line and get back to Pitkin with any additional questions.

Selectmen then signed the evaluation form completed for Leon Holmes Jr in the spring (which had been previously reviewed, but not signed by the Board.) Holmes' job description was attached to it for his review. Selectmen signed it and it will be filed in his personnel file.

Pitkin left the meeting at 7:55 pm.

The Board further discussed the highway department budget, and decided on a final total of \$329,291 using the same line item allocations as the 2012 default budget, aside from the full-time wage line increasing by 2% (\$790) and the winter sand being reduced by the same amount. Motion was made by St Germain and seconded by Hunter to recommend \$392,291 for the Highway Department. The vote was approved 3-0.

Selectmen discussed the Neighborhood Beautification Ordinance. Hunter reviewed some of the land use statutes and feels that the ordinance should move forward through the Planning Board public hearing process pursuant to NH RSA 674:17-c (zoning ordinance to promote health and the general welfare. Given the hearings process (which began last night); the Board felt it would be most prudent to get some updates to it and plan for the 2014 Town Meeting process. The Board would like to work with the Planning Board as well.

OLD BUSINESS

1. Selectmen reviewed the minutes for 27 September 2012 and 02 October 2012. Minor updates were made, and a motion was made by St Germain to approve both sets as amended. Hunter seconded and the vote was approved 3-0.
2. John Ryan has reviewed the Animal Control Ordinance and approved the verbiage for inclusion on the 2013 Town Meeting Warrant. There was discussion about the fine provision.
3. Bulky Day will be held on Saturday October 13, 2012 from 8:00 am to 12 noon at the Highway Site on Danville Road.
4. The September Library water test (one sample) was positive for bacteria. This has been provided to the Library Trustees, and there may be a joint meeting soon to pursue options for the next step.
5. Selectmen discussed the recent RFP and responses for painting projects at the Meetinghouse and Town Hall. The Board considered putting it out to bid again given the lack of adequate responses, with the idea that a contract would be agreed and signed this fall and work to be completed no later than July 2013, encumbering the money from the 2012 budget. The RFP will be redone and sent out as soon as possible.
6. There was follow-up discussion to the Budget Committee meeting from last night. The Public Hearing dates include January 8, 9, and 10 to cover possible recess if needed to a second night; and a snow date.
7. Carlson reviewed the Town Forest Ordinance and use of funds generated from a future timber harvest. It was clarified with review of the pertinent NH Statutes, that this revenue would go to a fund specific to the future trail maintenance for the Town Forest.
8. The Tax Collector's audit will take place on Wednesday October 10, 2012 and Christine Goudin is planning to be at the Town Hall to assist them with reports they need printed.

NEW BUSINESS

1. Selectmen reviewed the accounts payable manifest \$20,619.40 for the current week dated 05 October 2012. Motion was made to approve the manifest by St Germain and seconded by Hunter. The vote was approved 3-0.
2. Selectmen signed outgoing correspondence to KTM Properties to thank them for residing the Library shed.
3. Selectmen reviewed a letter to the Trustees of Trust Funds requesting disbursement of \$40,534.16 from the Highway Building Capital Reserve Fund. The letter provided copies of all Board discussion meeting minutes, and the invoices to date for the project. Motion was made by Hunter and seconded by St Germain to request reimbursement from the Highway Building Capital Reserve Fund in the amount of \$40,534.16 for payment of bills to date. The vote was unanimously approved 3-0.
4. Selectmen reviewed a letter to William & JoAnne Currier regarding a conservation easement on their property parcel 01-048. The easement will be on 43 acres of their lot and a survey plan will go on file. Selectmen voted to sign the letter indicating that the remaining part of their land (13 acre lot where the house and driveway are located) meets current Zoning Ordinance regulations.
5. Selectmen reviewed additional 2013 budget proposals.

4316 Street Lighting

The request is for \$4,680 consistent with current spending and the fact that the Town has consolidated electricity with the bulk proposal. Motion was made by Hunter and seconded by St Germain to recommend \$4,680 for Street Lighting. The vote was unanimously approved 3-0.

4323 Solid Waste Collection

The requested budget is \$255,180 and consists of the town's contract with Waste Management for collection of all MSW and recyclables. This includes the contract pricing with a 4% increase as provided in the contract, with the last nine months of the year at the same price due to a contract extension. The cost of fuel is anticipated to add \$450 per month to the contract. Motion was made by St Germain and seconded by Hunter to recommend \$255,180 for Solid Waste Collection. The vote was unanimously approved 3-0.

4324 Solid Waste Disposal

The requested budget is \$117,920 with slight increases for additional recycling bins and costs of tipping fees for the bulky collections. The Board decided to keep this budget at the 2012 default level and authorize the transfer of funds within the 2012 budget to purchase needed recycling bins now instead of increasing it for 2013. Motion was made by St Germain and seconded by Hunter to recommend \$116,560 for Solid Waste Disposal. The vote was unanimously approved 3-0.

4723 Tax Anticipation Notes Interest and Costs

The request is \$3,000 to cover two potential borrowings in anticipation of taxes. Motion was made by St Germain to recommend \$3,000. Hunter seconded and the vote was unanimously approved 3-0.

6. Selectmen signed the Election Warrant for November 6, 2012 at Ellis School, 432 Main Street, Fremont as presented by the Town Clerk.

7. Selectmen signed a Yield Tax Warrant in the amount of \$47.73 for parcel 04-076 owned by Southeast Land Trust of NH.

8. Selectmen discussed opening the late bid received for Safety Complex repair work. The one timely bid received was from Dzioba Construction in the total amount of \$12,312.00 for both portions of the work. The Board did not want to open the untimely received bid from Ideal Temp HVAC. After further discussion, Carlson opened this proposal for comparison purposes only. This proposal totaled \$12,407.30 for both portions of the work.

Carlson thought there was sufficient money to do both portions of the work within the insurance money received. The Board voted to do the insurance repair work as soon as possible, accepting the bid from Dzioba Construction for \$5,980.00.

9. The Veteran's Open House will be held from 5:00 to 7:00 pm on Sunday November 11, 2012 at the Town Hall.

Selectmen discussed the dwelling constructed without proper permits on parcel 02-151.02 by Dan Olson. Hunter reviewed the discussion from the Planning Board meeting last night regarding the overlapping zoning districts at this parcel. The Board is not prepared to excuse any of the work done without proper permits, and with the feedback from the Planning Board, decided to pursue Zoning Ordinance Article III, Section 5 wherein the owner could apply to the Board of Selectmen for a temporary trailer permit. The Board discussed conditions they would set on such permit, and a letter will be drafted for review and signature next week. The Board indicated that all necessary permitting fees and fines must be paid, and there would be strict timeline for submission of permitting documents.

The next regular Board meeting will be held on Thursday October 11, 2012, beginning at 5:00 pm.

With no further business to come before the Board, motion was made by Hunter and seconded by St Germain to adjourn the meeting at 8:50 pm. The vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson
Town Administrator