

At 6:00 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 Brett Hunter; and Town Administrator Heidi Carlson. All rose for the Pledge of Allegiance.

Selectmen reviewed the bills for payment next week; the accounts payable and payroll paid this week; as well as a purchase requisition for the fuel storage cans and tanks. The Board authorized the use of the Town's credit card for the purchase.

At 6:20 pm Police Sergeant Jason Larochelle came in to the meeting.

At 6:25 pm Detective Shawn Carlson and Kurtis Boissonneault came in to the meeting. Larochelle introduced Boissonneault to the Board, who was appointed last week after a thorough background check. Larochelle stated that among other duties, Boissonneault is a Defensive Tactics Instructor and Field Training Officer. He is looking for some additional hours.

Selectmen welcomed him to Fremont and Carlson swore him in and gave him the Town's Personnel Policy and payroll paperwork to complete.

Selectmen thanked them for coming and Shawn Carlson and Boissonneault left the meeting at 6:40 pm.

Larochelle then discussed a request to use the Police SUV and trailer to take donation items to New Jersey on Saturday. He said that the NH Police Secretaries Association has taken on the fundraiser to help NY and NJ victims of Hurricane Sandy. He said the Police Association is going to pay for the gas money. Larochelle, Shawn Carlson, and Mary Wheaton-Pinder are planning to make the trip down on Saturday to deliver the donated items. They will go down and back in one day. Union Leader Correspondent Jason Schreiber is also planning to ride along and do a story about the event.

Schreiber will be asked to sign a ride-along waiver, and there was discussion about the liability and potential risk involved. The Town's insurance company has verified that insurance covers the Town vehicles and Larochelle indicated that they are all going on their own time, and understand that this is not a worker's compensation covered event.

Selectmen granted permission for the Police SUV and trailer to be used for the trip, done on the employees own time. Larochelle left the meeting at 6:50 pm.

## **OLD BUSINESS**

1. Selectmen reviewed the minutes for 01 November 2012. Scribner moved to approve them as written. Hunter seconded and the vote was approved 2-0.
2. Selectmen discussed final plans for the Veteran's Open House. A Program has been put together this week. Scribner will do some introductory remarks, and Hunter will try and be at the Open House as well.
3. Updated copies of the 2013 Town Meeting Warrant were distributed for members to review. The Animals at Large Ordinance has been added to this draft.
4. With regard to the Sheltering Committee, the Emergency Management Director is on the School Board agenda for November 27<sup>th</sup>. The Board asked for the EMD to meet with them on November 15, 2012. Copies of the Selectmen's EOP packet will be distributed next week as well.

5. Carlson reminded the Board that the NH Department of Labor inspection is November 19<sup>th</sup> and the Town is still working on follow-up items. The NH DOL hearing request letter went out this week for the flagger fine; and the other fine of \$100 has been paid. Some sample policies have been drafted and need to be sent out to Board members to review for adoption.

There is a Safety Committee meeting scheduled for Tuesday November 13, 2012 at 2:00 pm at the Town Hall. It will be followed by inspections at the town buildings.

### NEW BUSINESS

1. Selectmen reviewed the payroll manifest \$19,063.47 and accounts payable manifest \$40,548.57 for the current week dated 09 November 2012. Motion was made by Hunter and seconded by Scribner to approve both manifests. The vote was approved 2-0.

Fire Chief Richard Butler came in to the meeting at 6:58 pm.

2. Selectmen reviewed and signed the Health insurance stipend manifest for 2012.

3. Selectmen opened the bids for painting and repair work at the Fremont Town Hall and Olde Meetinghouse. One bid was timely received, from Dzioba Construction. The Meetinghouse painting was \$15,520.00 and the Town Hall painting work was \$7,875.00.

These funds will be encumbered from 2012 operating budget funds, and as such are Assigned Fund Balance for the designated work of painting the Meetinghouse and painting windows at the Town Hall.

At 7:00 pm Selectmen met with Fire Chief Butler. Butler discussed with the Board the \$5,000 grant received and that the plan for the grant project includes trading in the ATV 2002 (Grizzly) and an old forestry truck (1952 Dodge) (trade-in value combined is \$3,500) toward the new gator. The Firemen's Association will pay \$3,000 toward the purchase. The Town will have to fund the purchase (less the \$3,500 funded by the Firemen's Association); and will then be reimbursed the \$5,000 in grant funds which will be a general fund revenue offset. Chief Butler also submitted a purchase requisition for the gator. He submitted one of the quotes from MB Tractor & Equipment and was asked to bring in copies of the other two quotes as well as the detailed information about each quote (if MB was not the lowest); to have for audit verification against the Town's Purchasing Policy.

Other things currently happening include the narrow-banding of all the Department radios, which is nearly complete. They are also relicensing the town channel with 2 Way Communications, working with Deputy Chief Barker.

Butler also advised that the Department needs to purchase five replacement radios for ones that cannot be narrow-banded.

Butler said he spoke with Interim Chief Wood about rekeying the Safety Complex. This led to lengthy discussion with the Board about security at the building and current pricing options for rekeying the building, including a card or fob keying.

Butler will get a second price for rekeying the building; and will work on a set of specifications and gather two estimates from that a list of specifications. The specifications will also be used for the RFP to put it out to bid if budget money can be allocated.

Butler asked the Board to consider providing him with a cell phone reimbursement of \$25 per month. This will be placed on a future Board agenda for further discussion.

Butler said that the Department had just done a gear inventory and was looking to replace some outdated and worn equipment from the current budget.

Butler left the meeting at approximately 7:20 pm.

#### **NEW BUSINESS CONTINUED**

4. An updated budget expense spreadsheet (summary form) including all recommendations to date was circulated to the Selectmen.
5. Selectmen discussed pricing and vendors for oil burner cleaning and the annual fire extinguisher work. Given the information gathered by Jeanne Nygren, the Board said to go with Clark Oil for the oil burner cleanings and Hampshire Fire.
6. Selectmen reviewed an email to Jeanne Nygren from Keith Stanton regarding the Smith Land Acquisition and how much money he paid for the land. Selectmen said a reply should be sent to Stanton regarding the tax impact, which was \$65,000 and was going to be fully reimbursed in grant funds for the project.

The next regular Board meeting will be held on Thursday November 15, 2012.

With no further business to come before the meeting, motion was made by Scribner to adjourn the meeting at 7:35 pm. Hunter seconded and the vote was unanimously approved 2-0.

Respectfully submitted,

Heidi Carlson  
Town Administrator