

I. CALL TO ORDER 6:00 pm – basement meeting room of the Fremont Town Hall. Present were Selectmen Annmarie Scribner, Greta St Germain, and Brett Hunter; and Selectman elect Leon Holmes Sr; Town Administrator Heidi Carlson joined the meeting at 6:05 pm. All rose for the Pledge of Allegiance.

II. ANNOUNCEMENTS

1. Voting results are available from the article on the home page, and also available on the Town Clerk's page of the Town's website.
2. All new Town Officials need to be sworn in following the recount period, which ends on Friday March 15, 2013 at 5:00 pm. (Uncontested positions could be sworn in at any time with the Town Clerk).
3. The Town Clerk's Office is closed on Monday's March 18; and April 1 and 8 for training sessions; and April 22, 2013.

III. LIAISON REPORTS - None

IV. APPROVAL OF MINUTES

St Germain moved to approve the minutes of 07 March 2013 as written. Scribner seconded and the vote was approved 2-0-1 with Hunter abstaining.

V. SCHEDULED AGENDA ITEMS

6:45 pm Public Input - None

7:00 pm Department Heads

H D Wood, Interim Police Chief did not come in for his scheduled appointment.

VI. OLD BUSINESS

1. Carlson distributed the summary budget report through February 28, 2013. The detail report is being completed in full now that the budget has been approved by voters. There was discussion about the \$9,999 added to the Town's overall operating budget at the Deliberative Session. The Board felt that this amount needed to stay somewhere in the bottom line of the budget so that it is available if needed. It can be transferred to any line item at the discretion of the Board.
2. Selectmen signed an abatement approved in February for Parcel 02-162 in the amount of \$2,418.29 regarding payoff of 2011 property tax principal. The abatement amount has been calculated by Kathy Arsenault looking at all payments and how they were applied.
3. Carlson detailed to the Board that the new Human Services Coordinator Herb Tardiff has been hired and currently completing all town paperwork and being fingerprinted.
4. There was some discussion to follow-up elections. Setup and takedown had gone well. Carlson advised that some checklists are being created so that there is a guide to the layout and where all voting materials and equipment are stored.

Fire Chief Richard Butler came in to the meeting at approximately 7:10 pm. Selectmen discussed with him alternative options for purchase of a fire truck, including looking for used or auction trucks which may become available.

5. Carlson provided updates from the Safety Committee meeting held earlier this afternoon. The second follow-up letter to the NH Department of Labor has been drafted. While Chief Butler was at the meeting, there was discussion about the remaining two items that the Fire Rescue Department is completing for full compliance. Chief Butler said that he has contacted the Hoist and Crane Company again for a meeting on site, and that they continue to work on the best option to secure ladders. He was advised that Bob Meade will be getting in touch with him and Deputy Chief Nichols to finish this up as soon as possible.

6. Selectmen discussed the Town Clerk / Tax Collector combination position, which was approved on Tuesday. The Board discussed the possibility that the two newly elected officials may consider being each other's deputy. With the combination now in place, the Board will begin working on the new position and associated logistics.

There was discussion about budgeted funds within the Town Clerk's budget. The proposed budget does not contain any clerical assistant money. With that limitation, St Germain moved to stop the use of the clerical assistant because there is no money budgeted for this purpose. The use of the assistance can only be if the Town Clerk is not in the office. Scribner seconded and the vote was unanimously approved 3-0.

VII. NEW BUSINESS

1. Selectmen reviewed the payroll manifest \$22,138.44 and accounts payable manifest \$55,542.90 for current week dated 15 March 2013. Motion was made by St Germain and seconded by Hunter to approve both manifests. The vote was unanimously approved 3-0.

2. Selectmen reviewed bills and invoices for payment.

3. Selectmen reviewed the folder of incoming correspondence; updated a draft and signed outgoing correspondence to Reese Bassett.

4. Selectmen signed the 2013 Form MS-2 Statement of Appropriations Voted. The total appropriation of the operating budget is \$2,509,590 and three warrant articles passed for a grand total appropriation of \$2,621,228.

5. Selectmen discussed the 2% pay increases that were include in the operating budget. The Board listed by position who these pertained to (Town Administrator, Selectmen's Clerk, Planning & Zoning Administrator, Building Inspector, Buildings & Grounds Maintenance, Police Administrative Assistant, and the full-time Highway employee. The Police Department pay matrix includes all certified officers and will be implemented separately.

6. Selectmen reviewed and approved the April Newsletter for publication.

7. Veteran Credit Applications eligible for approval were reviewed, approved and signed:
Nathan Perry 07-093 15 Pine Street

8. There was some discussion in follow-up to Town Meeting including the number of warrant articles that did not pass. Voting results are available on the website.

9. Selectmen extended the appointment for Katherine Arsenault as the Deputy Tax Collector to April 4, 2013 after a motion from Hunter and second from St Germain. The vote was approved 3-0.

10. Selectmen discussed beginning the process of a Search Committee to fill the Police Chief position.

Holmes left the meeting at 7:25 pm as the Board prepared to go into non-public session to discuss the finalization of the Fire Chief's review.

VIII. NON-PUBLIC SESSION NH RSA 91-A

At 7:25 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) to discuss a personnel matter. The roll call vote was unanimously approved 3-0; Scribner – aye; Hunter – aye; St Germain – aye.

Selectmen met with Chief Butler to complete his annual evaluation process.

At 7:45 pm motion was made by Scribner to return to public session. St Germain seconded and the roll call vote was unanimously approved 3-0; Scribner – aye; Hunter – aye; St Germain – aye.

At 7:50 pm Butler left the meeting and Road Agent Mark Pitkin joined the meeting. Pitkin explained he had met with Dan Tatem of Stantec Consultants to engage him in assisting the Town with the mandated annual culvert replacement permit with NH DES (standard maintenance permit). A total of \$3,000 work order with Stantec will be signed for this to proceed. The Road Agent explained this process to the Board.

Pitkin then discussed the money which had been voted into Capital Reserves for the Bridge repairs. He is also beginning to work with Stantec on this and looking at which bridge to do first.

Pitkin discussed the former Hilco lots with the Board, which are located on Red Brook Road and may have some gravel and sand on them that he could use for highway work. The Board was supportive of him looking further into these lots as they are already owned by the Town. He is also having Stantec assist with this. It includes parcels 02-073.002 and 02-073.003.

Kathy Arsenault and Sharon Girardi came in to the meeting at 8:10 pm. There was some discussion about the Tax Collector's position. They left the meeting with the abatement which was approved, at 8:20 pm.

The Board discussed the progress which has been made over the past few years, as they prepared to wish Scribner well, as tonight is her last meeting. There was overall discussion of a few goals for the coming year, which will be put together by the new Board. Members expressed hope that the Town continues to move ahead in a positive fashion. There was discussion about the enhancement of the website, policy development and implementation, a successful and upgraded audit, among other things.

The Board agreed to pay Kathy Arsenault at \$18.00 per hour for her assistance in the Tax Collector's Office for the next few weeks. Following appointment of a new Deputy, the Board discussed paying Arsenault on a consulting basis instead of as an employee.

The next regular Board meeting will be a work session, to be held on Thursday March 21, 2013 at 6:00 pm.

IX. ADJOURNMENT – Motion was made by Hunter and seconded by St Germain to adjourn the meeting at 8:30 pm. The vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson
Town Administrator