

I. CALL TO ORDER at 6:03 pm in the basement meeting room at the Fremont Town Hall. Present were Selectmen Greta St Germain, Brett Hunter, and Leon Holmes Sr; Town Administrator Heidi Carlson; Search Committee members Donald Gates Jr, Chief Gunnar Foss, and Vic Sokul. All rose for the Pledge of Allegiance.

II. ANNOUNCEMENTS

This meeting is a work session of the Board.

III. LIAISON REPORTS

Planning Board – Hunter reported that the Planning Board wants a letter from the Town’s Attorney to be sent to the Town of Epping, outlining the site plan violations and complaints brought forth by abutters and reiterating the items neglected on the site plan. They want the letter to be copies to Seacoast United Soccer to try and get compliance with the approved site plan. Meredith Bolduc is beginning to gather the background information for Attorney Gorrow.

IV. APPROVAL OF MINUTES

Motion was made by St Germain to accept the minutes of 09 May 2013 as amended. Hunter seconded and the vote was unanimously approved 3-0.

V. SCHEDULED AGENDA ITEMS

At 6:00 pm Selectmen met with Police Chief Search Committee members Donald Gates Jr (resident and NH State Police, retired), Nottingham Police Chief Foss, and Vic Sokul (resident and retired Exeter HS Principal). Raymond Police Chief Salois and resident Annmarie Scribner were unable to be present this evening due to schedule conflicts.

There was discussion about the interim incumbent, who is interested and has applied for the position. The Board stated that they wanted the process to be publicly posted, and that the Interim Chief assumed the role knowing that.

Members asked about the part-time status, and Selectmen indicated they would also take Committee feedback on that during the process.

There is some room for negotiations about education in the posted job description, as well as flexibility in the stated residency requirement of 15 miles from the center of Town. Committee members thought 15 miles may be too short a distance.

Selectmen discussed the physical requirements and Chief Foss stated that current NH Police Standards include that officers need to pass a physical agility test every three years, and that this has been in effect since early the early 2000’s. Officers hired prior to that requirement are grandfathered. He stated he felt it is important for leader to lead by example and have the physical agility needed to perform the everyday tasks of a police officer.

There was considerable discussion about process and the Board’s expectations. They are looking for the best qualified candidate who is the best fit for Fremont. The Board felt that having police professionals and community members on the committee was the best combination to find that candidate.

In response to questions about the position being a working Chief, Selectmen said that they felt it was important that we have a working Chief and do need that manpower on the road. There are some administrative duties, but that it is reasonable that it be a working Chief position.

In response to questions about the pending court case, the Board said they have decided to move the Town forward in this effort.

Foss asked the Board where this matter is, in relation to the Town's current police staff; do they know where we are going to look for a Chief, where are members now and where are they with regard to moving forward? Selectmen discussed this and said they would draft a letter to be provided to all members of the Fremont Police Department to update them on the process.

Selectmen stated that they looking for a good fit for the Town and the Department overall.

In terms of schedule, resumes are due by May 31, 2013. It was decided that by the first week of June (waiting for the mailed ones); copies could be compiled. The committee will plan to meet on June 6, 2013 at 6:00 pm. There was discussion about where to meet and Town Counsel will be contacted about how to post the meetings for the Committee.

The Selectmen, after discussion, tasked the Committee to review resumes and interview candidates. They asked that the Committee come up with a recommendation on 2-3 finalist candidates be provided to the Board for consideration. The Board said they were looking toward an August timeline for the completion of the process.

Information from NHMA with interview questions was distributed to Committee members and the Board said that they could use these, or others, and come up with a final list of questions to be used during the preliminary interview process.

St Germain stated that Interim Chief Denny Wood is doing a great job and has helped the Town out tremendously during the time period since he was appointed in late September 2012.

There was discussion about the next meeting date of Thursday June 6, 2013 at 6:00 pm with a location to be determined. Resumes should all be received by that time and will be compiled for members that evening. Carlson was asked to get contact information out to all of the members, as well as the date of the next meeting.

Committee members Gates, Foss and Sokul left the meeting at 6:55 pm.

6:45 pm Public Input - none

7:00 pm Department Heads - none

At 7:25 pm Richard Butler came in to the meeting to drop off invoices for review.

VI. OLD BUSINESS

1. Carlson reported a payment of \$977.00 from the People's United Methodist Church which is the ¼ not abated by the Board. This was the Board's agreed upon amount, and pursuant to the agreement, Selectmen signed an abatement form for the parsonage (parcel 03-054.001.029) for ¾ of the 2012 first issue, and the balance of the second issue (which was inadvertently billed in error after the Board's granting of the exemption).

2. Selectmen reviewed the tax payment credit card agreement and letter from Attorney Gorrow. There are several items of concern in the agreement. Selectmen asked for the Tax Collector to receive a copy of Attorney Gorrow's confidential letter, and for the Tax Collector to solicit other companies who may be able to provide this service to the Town.

3. Memorial Day Parade: Carlson indicated a request had been made by Diane Page of Colonial Poplin to have the parade route march down the Colonial Poplin driveway because they have a hard time getting sufficient volunteers to get the residents to Main Street. Selectmen discussed this and in light of the lack of volunteers and support for the parade organization this year, that it was going to be too disruptive for the parade and that the safety of marchers and vehicles was a concern (crossing and having "two way" pedestrians and possibly vehicles in the driveway as they tried to loop around.

Jeanne Nygren is making preparations as best as is possible, but there has been a lack of definite responses from community groups, the school, and members committing to the tasks necessary for the parade. The Grand Marshal will make the guest speaker address and other veterans have been contacted to have them partake in parts of the presentation.

4. The Road Agent is planning to rehire summer seasonal help (Jared Butler) for 20 hours per week this summer, beginning shortly. There is only funding remaining in the part-time help line for 20 hours per week for about 12 weeks for the summer.

5. Selectmen again discussed the combined Town Clerk and Tax Collector position and how to structure the budget and the schedule (a combined position with a deputy). Selectmen do not know who will run for the combined position, and since the newly elected Town Clerk Tax Collector can ultimately set their own hours, the scope if it can be planned, but is subject to change. The budget was discussed and will be put together this fall with the best information possible after meeting with the incumbent Town Clerk and Tax Collector through the coming months. There was discussion about the responsibilities of elected officials.

6. Bulky Day is on Saturday and preparations are coming along well. The schedule will be sent out to volunteers on Friday.

VII. NEW BUSINESS

1. Selectmen reviewed the accounts payable manifest \$8,035.42 for current week dated 17 May 2013. Motion was made by Hunter to approve the manifest, seconded by Holmes Sr. The vote was unanimously approved 3-0.

2. Selectmen reviewed bills and invoices for payment.

3. Selectmen reviewed the folder of incoming correspondence.

4. Selectmen reviewed and approved the June Newsletter.

5. The Selectmen made preparations to sign the tax warrant in the amount of \$5,115,148. The Board voted to authorize collection of the taxes and once the form is printed on Friday morning, Selectmen will sign it at noon.

6. Carlson reported receiving a phone message from Jay Somers at Comcast that as of June 1, 2013 Comcast would no longer be supporting the cable functions. This has never been formally provided to the Town in writing and there is no chance that the equipment and training will be in place to support it.

Carlson will contact Somers, and ask him again about the connection and wires in disrepair along Main Street and other locations.

Selectmen asked that the School Administration be contacted to let them know that tape rebroadcast may cease once Comcast makes this change.

Selectmen drafted a memo to be provided to all of the Police Department employees updating them on the current search process. The memo includes that the job posting is available in several locations, and updates on the Search Committee, and that anyone interested is welcomed to review the postings and requirements and submit an application package by May 31, 2013. If members have any questions, they are asked to contact the Board.

VIII. NON-PUBLIC SESSION NH RSA 91-A

The next regular Board meeting will be held on Thursday May 23, 2013 at 6:00 pm.

IX. ADJOURNMENT – by 9:00 pm

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

Respectfully submitted,

Heidi Carlson
Town Administrator