

Approved 06/27/2013

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

## **II. ANNOUNCEMENTS**

There was no bacteria in the Library water tests for June. The Town is half-way through the required six months of Investigative Monitoring relative to the new chlorination system.

Dzioba Construction is scheduled to start painting at the Town Hall tomorrow; followed by the Meetinghouse.

**III. LIAISON REPORTS** – None, Hunter was unable to attend last night's meeting.

## **IV. APPROVAL OF MINUTES**

Selectmen reviewed the minutes for 13 June 2013. Motion was made by St Germain and seconded by Hunter to approve the minutes as amended. The vote was unanimously approved 3-0.

## **V. SCHEDULED AGENDA ITEMS**

At 6:20 pm Andy Kohlhofer met with Selectmen to discuss School Board updates. He announced that the Superintendent has resigned and the School Board has accepted the resignation. He then discussed installation of a generator at Ellis School as well as emergency management plans.

At 6:30 pm Leon Holmes Jr, Steve Chase, and Michael Holmes entered the meeting.

With regard to the installation of a modulator at Ellis School (Comcast equipment needed to broadcast); Kohlhofer advised that Scott Brown would be the contact person. There was discussion about the Town's current situation with Comcast. Temporarily, there is not availability of tape rebroadcast of School Board meetings and the School's YouTube site has been published on the Town's website and in the July Newsletter. It was explained that the Town is working with a contractor to get pricing for the equipment necessary to broadcast from the Town Hall. It is not believed that there will be enough money to buy equipment for every building that will be wired (Town Hall, Ellis School, Fremont Public Library). Kohlhofer also asked that the Selectmen share whatever pricing information is received with the School Board so that decisions can be made about purchasing additional equipment, if it may be available within the School District budget.

The next School Board meeting is July 9<sup>th</sup>. Kohlhofer scheduled time again with the Board on July 18, 2013 at 6:30 pm to discuss formation of an Economic Development Committee. He left the meeting at 6:45 pm

6:45 pm Public Input - none

At 6:45 pm Leon Holmes Jr, Steve Chase, and Michael Holmes met with the Board to discuss winter plow contracts and rates. Leon Holmes Sr recused himself from any decision due to his family relationship with Leon Jr and Michael Holmes.

There was discussion outlining that the Town currently contracts five one ton winter plow trucks, all individually owned by Michael Holmes, Kevin Bolduc, Mark Pitkin, K P Electric, and Keith Burleigh. There are also three spreader/plow six wheeler trucks owned by Michael Holmes, Steven Chase, and

Leon Holmes Jr. These trucks are individually owned by the contractor but run with town plows and sander setups. The Town owns a one ton truck with a Town sander and a backhoe.

There was some discussion about neighboring towns and the rates paid per hour currently. This includes Epping \$95; East Kingston \$80; Exeter and Sandown \$75; and Chester \$88.93 (with a \$7,000 stipend).

He also stated the average fuel price in April 2003 was \$1.71 for diesel (average gasoline was \$1.60). Relative to insurance, in 2003, the Town required \$300,000 of liability coverage which cost approximately \$300 for a six month policy; compared to current requirement of \$1,000,000 policy for six months at \$750. He felt the higher limits were a good policy, but they do cost more.

He then compared the cost of tires and some other maintenance items. In 2003 at Town Fair Tire a new steering tire was \$175 and a recap \$85. Current pricing is \$425 for a new steering tire (casing and tire); and \$180 for a recap.

Chase said that the six-wheel trucks are currently paid \$65.00 per hour and that rate has been in effect since approximately 2003. Currently the base contract price is \$60 paid for a pickup truck in Fremont; compared to Exeter \$65; East Kingston \$75 and \$85 if it has a spreader; and Chester \$75.

Both Holmes Jr and Chas presented cost breakdowns of expenses involved with running a truck and expressed their opinion that they were down to about \$30 per hour before maintenance costs (tires, oil, taxes, etc). They asked the Selectmen to consider a \$5 per hour contract rate increase. Attendees then discussed that they are asking for the increase for all of the Town's contractors, indicating they are a team.

St Germain explained that the Town had recently outfitted two trucks within the past two years, and that the cost of those conversions was more than planned in the budget. To that end, Chase offered to sign a two year contract

Everything that the Town owns is converted to hydraulics, and the Town covers the cost of hydraulics (hookups, maintenance and repairs). They stated that once they are set up, there is not a lot of maintenance on hoses. Chase said that he spent a lot of money of his own (\$4,000) to buy the balance of needed equipment for his newly converted truck, and work on it. He felt the cost went out of control and it was no control of his or the Town's.

Holmes Jr referred numbers stating that his and Michael's trucks were very similar.

With regard to the one ton trucks, those owner-operators own their own plows and are responsible for cutting edges. There was some discussion about current hourly rates in nearby towns for one tons. Fremont currently pays \$60; Danville is \$67; Exeter \$65; East Kingston \$75 and \$85 with a spreader; and Chester \$75.

They requested a rate increase of \$5.00 per hour for all contractors and leaving the fuel surcharge the same. The big truck operators (with a plow and spreader contract) said they would also consider a two year contract.

Carlson indicated that the budget is currently set through December 2013 and they felt comfortable with a price increase not going into effect until January 2014. So the first two months of the contract (November and December 2013) would be at the current rate, and then January-march 2014 at \$70 per hour; and all of the 2014-15 winter season at \$70 per hour. The contract would be from November 1, 2013 through March 31, 2015.

As an alternative they discussing having the contractors paid \$85 and plow operator takes care of everything on the truck, including lights and hydraulics, etc. They did not feel that this was an economical choice for the Town based on the number of hours they work annually on average.

Richard Butler came in and dropped off a letter at 7:15 pm for the Board's review regarding the code issues related to Family Promise housing families at People's United Methodist Church and the change of use.

Selectmen felt comfortable with the \$5 per hour rate increase for all of the contractors and will begin working on draft contracts to be completed before the end of July 2013 for the upcoming winter season. This will all be submitted to Mark Pitkin for review.

Holmes Jr, Michael Holmes, and Chase were thanked for their time and efforts, and left the meeting at 7:30 pm.

At 7:30 pm Interim Chief Wood met with the Board to discuss the Rockingham County Chief's meeting which was held yesterday before the County Commissioners meeting. He presented an information letter to the Board for their review and discussed the proposed per capita dispatch rates. For Fremont the figure is a \$4,283 flat rate based on \$1 per capita. Wood said the proposal is still under consideration and may not happen immediately.

At 7:40 pm motion was made by Hunter to enter non-public session pursuant to NH RSA 91-A:3 II (c) to discuss a personnel matter. St Germain seconded and the roll call vote was unanimously approved 3-0; St Germain – aye; Hunter – aye; Holmes Sr – aye. Carlson left the meeting at this time.

At 7:46 pm motion was made by Hunter and seconded by St Germain to return to public session. The roll call vote was unanimously approved 3-0; St Germain – aye; Hunter – aye; Holmes Sr – aye.

Selectmen discussed a personnel issue.

Selectmen then discussed that Denny Wood had delivered Neal Janvrin's personal items to his home. Janvrin had discussed with Wood that he was looking for a billfold that went with his badge. St Germain said that there is an agreement in place and that is all that can be followed.

It was stated that the Chief billfold badge previously issued to Neal Janvrin was given to Wood as the Acting Chief and is not part of the agreement. A retired badge and retired police ID card will be made as part of that agreement and forwarded to Janvrin.

Carlson returned to the meeting at approximately 8:00 pm.

Wood will assist in obtaining the retired Chief badge, retired Chief ID, and Form B processing with NH PSTC.

Wood left the Board's meeting at 8:05 pm. At that time, Parks and Recreation members Beth Swanson and Elizabeth Torre met with the Board with Camp Director Christyn Surprenant and Assistant Director Josh Cooley to introduce the proposed camp counselors for the 2013 camp season. This included CIT's Lucas Romano and Mariah Keeler; and Counselors Allison Picone, Cara DeShaw, Monique Ricard, Pat Gile, and Tiffany King.

Surprenant said that they are excited about a host of new activities and a new fresh group of people to help with the program.

Personnel packages were distributed to all. Updated background check forms were distributed for all those who are 18 years of age or older. Selectmen agreed that the youths under age 18 do not need criminal background check forms completed. All were advised that the Town takes the responsibility of camp attendees very seriously and that utmost care and respect is necessary every day at camp.

Elizabeth Torre was sworn in as a member of the Parks & Recreation Commission by Carlson (Justice of the Peace). She will still need to appear before the Clerk to sign the form as it is in the Clerk's Office.

Surprenant will present a pay schedule for the counselors by next week.

Motion was made by Hunter and seconded by Holmes Sr to appoint Lucas Romano and Mariah Keeler as Camp CIT's (Romano will actually be a counselor for the last two weeks of camp); and Allison Picone, Cara DeShaw, Monique Ricard, Pat Gile, and Tiffany King as camp counselors. The vote was unanimously approved 3-0.

Camp Staff and the Parks & Recreation Commission members left the meeting at approximately 8:30 pm.

## **VI. OLD BUSINESS**

1. Selectmen reviewed an email from Mike Rydeen regarding the Town Newsletter. He is suggesting a survey about the newsletter (costs and willingness of people to pay to bring it back to a monthly mailed publication). Selectmen were not opposed to the survey being put together on Survey Monkey by Rydeen. They want residents to clearly understand that it means voting to adopt a presented budget (or warrant article) that also funds it.

## **VII. NEW BUSINESS**

1. Selectmen reviewed and approved the payroll manifest \$20,193.98 and accounts payable manifest \$28,125.15 for current week dated 21 June 2013.
2. Selectmen reviewed bills and invoices for payment.
3. Selectmen reviewed the folder of incoming correspondence.
4. Selectmen reviewed and approved the July Newsletter.
5. Don Gates, a member of the Police Chief Search Committee posed a question to the Board regarding the salary range for the new Chief candidate. Gates felt that the Committee may be asked the question during interviews next week. After some discussion, Selectmen indicated that a salary range of \$45,000 to \$50,000 was appropriate. This information will be forwarded to the Committee.
6. Selectmen reviewed and approved an Intent to Cut for parcel 03-168 owned by Anne Sloan.
7. Selectmen reviewed the abatement requests for public utilities (Public Service of NH and NH Electric Cooperative) and the recommendation from Utility Appraiser George Sansoucy. The companies did not provide the additional requested documentation and Selectmen accepted Sansoucy's recommendation and denied both abatements for the 2012 tax year.

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8. Selectmen considered the Planning Board and Stantec recommendation on a road bond surety amount for Spaulding Road (extension). Motion was made by Hunter to accept the Stantec recommendation of \$487,763.30. Holmes Sr seconded and the vote was approved 3-0.

9. Selectmen reviewed the oil RFP notice that Jeanne Nygren is preparing to send out.

10. Selectmen reviewed a preliminary budget calendar for the 2014 budget season. This will be brought back as we get closer to department budget submission time in August 2013.

**VIII. NON-PUBLIC SESSION NH RSA 91-A**

The next regular Board meeting will be a work session, to be held on Thursday June 27, 2013 at 6:00 pm.

**IX. ADJOURNMENT** – Motion was made by St Germain and seconded by Hunter to adjourn the meeting at 8:46 pm. The vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson  
Town Administrator