

I. CALL TO ORDER 6:00 pm in the second floor meeting room of the Fremont Town Hall. Present were Selectmen Leon Holmes Sr, Brett Hunter, and Greta St Germain; and Town Administrator Heidi Carlson.

II. ANNOUNCEMENTS

The meeting location was moved from the basement to the second floor due to water damage currently being repaired in the basement. Signs were placed on the doors to the building to announce the Board's meeting location.

III. LIAISON REPORTS

Planning Board – Hunter updated the Board on Seacoast United Soccer and their current plan, what has been cut, current plantings, and what is needed for full compliance of the site plan.

With regard to Seacoast Farms, the Planning Board decided to have the Code Enforcement Officer make monthly site visits. This is a proactive measure to maintain assurance that Seacoast Farms operates in compliance with their approved Site Plan review, and further they recommend to the Selectmen that they proceed with fines and penalties. The Selectmen were in favor of this approach.

IV. APPROVAL OF MINUTES

Selectmen reviewed the minutes of 03 July 2013. Hunter moved to approve them as amended. St Germain seconded and the vote was unanimously approved 3-0.

V. SCHEDULED AGENDA ITEMS

At 6:28 pm motion was made by St Germain to enter non-public session pursuant to NH RSA 91-A:3 II (b) to conduct Police Chief Candidate Interviews. Hunter seconded and the roll call vote was unanimously approved 3-0; Hunter – aye; St Germain – aye; Holmes – aye.

Selectmen met with two final candidates for the position of Police Chief.

At 7:55 pm motion was made by St Germain and seconded by Hunter to return to public session. The roll call vote was unanimously approved 3-0; Hunter – aye; St Germain – aye; Holmes – aye.

At 7:55 pm Road Agent Mark Pitkin met with the Board. He discussed Highway Building repairs and what is needed to repair the sides correctly. He said these repairs need to be done and he would like to coordinate it with closing the building in for winter. He discussed with the Board having the Building Inspector prepare a letter of what is needed (minimum standards) to close the building in with doors. It is understood that the asphalt needs to be removed and a concrete floor poured.

The Building Inspector has required that all equipment be moved from the building, so now the equipment is sitting outside in the weather. While there is understanding about the code issues, the Town needs to find a way to move ahead. Pitkin described their need to work on equipment in emergency situations this winter instead of another winter outdoors doing repairs in all of the weather. Selectmen asked the Building Inspector to write Mark a list of requirements for adding doors, a floor, and closing in the building to secure it from the weather and equipment can be stored inside.

Pitkin said he would like to install garage doors, without insulation and a heating system. For the present time, only immediate repair needs will be handled inside the garage.

Pitkin said that the lights have been installed in the pole barn, and that a final bill will be forthcoming from Groen Builders.

Pitkin then discussed the road paving for 2013. He explained that his original list of projects will go over the budget allowance. He said he would like to grind Shirkin Road and finish it from where it was completed last year, down to the Epping line.

He stated that grinding , grading and final paving is approximately \$31,000 for the 1,050 feet from just beyond Leavitt Road to the Epping line.

He also has plans to do an overlay on Meetinghouse Road. He discussed the three prices he got from paving companies.

The last project will be Rowe Drive. They will start at the area where road condition is the worst and work until the money is gone.

With regard to the Winter plow and sander contracts, drafts have been circulated to Pitkin and members of the Board. The one ton contract needs to be completed, which will be for one year only at a rate of \$65 per hour.

Pitkin discussed the maintenance aspect and suggested if the Town is going to amend the contracts, this may be the time to discuss a dollar limit to the cost of conversion of a vendor buys a new truck. There was thought that vendors should buy trucks that include everything needed to host the plow and sander. Pitkin said he did not want any disagreements about what items the Town will pay for, which includes anything that pertains strictly to the plow and sander (hydraulics, hoses, and associated lights). Selectmen said they had no problem if the Road Agent certified it as being part of the Town's equipment when a bill is received.

There was discussion about increasing the budget for maintenance to cover the normal "wear and tear" items that have to be addressed annually.

Interim Police Chief Denny Wood came back in to the meeting at 8:20 pm.

There was discussion about an illegal dumping complaint on Shirkin Road near the Seacoast Farms operation. Wood said that they had found some identifying items within the illegally dumped items, and had a good lead into the investigation.

There was discussion about the air conditioning leak at the Safety Complex. Pitkin suggested someone he has used in the past. Additional calls for estimates will be made as soon as possible.

Selectmen discussed Beede Hill Road status and repairs that are needed for ruts and potholes. Pitkin said he had called the NH DOT Maintenance Shed several times and they may get out here this summer. Carlson reported a visit yesterday from Greg Dodge, the shed foreman asking if the Town was interested in taking over the State section of Beede Hill Road. He explained the legislative process to have the road changed from Class II to Class VI and thought that the State may do a betterment prior to turning it over.

Selectmen and Pitkin discussed this and decided it was not in the Town's best interest to pursue this. Selectmen asked for a letter to be drafted to NHDOT regarding the potholes and ruts in the roadway and to copy it to the Fremont State Representatives.

Wood said that the glass order is pending for the service window at the Police Station.

Wood and Pitkin left the meeting at approximately 8:45 pm.

VI. OLD BUSINESS

1. Selectmen are going to begin working on Department Head evaluations.

VII. NEW BUSINESS

1. Selectmen reviewed the accounts payable manifest \$545,006.30 for current week dated 12 July 2013. Motion was made by Hunter to approve the manifest. Holmes Sr seconded and the vote was unanimously approved 3-0.
2. Selectmen reviewed bills and invoices for payment.
3. Selectmen reviewed the folder of incoming correspondence. The Board reviewed and signed outgoing correspondence to Albert Peterson/Trustees of Sleeper Cemetery regarding the Ethel Lyford bequest to the Sleeper Cemetery. All of the Attorney's documents and the check were sent to Mr Peterson as caretaker of that cemetery. A copy was also sent to the attorney handling the Ethel Lyford Estate.
4. The June 30th budget report was distributed to all Board members. It has been sent out to the Budget Committee electronically, and posted on the Town's website.
5. Selectmen provided input to the RPC cable access mapping project. The map and information will be forwarded to RPC.
6. Carlson reported that there had been water damage at the Town Hall on July 10th due to the rotted sills being repairs on the parking lot side of the basement. The water was cleaned up the night it happened, and Carlson had called a restoration company immediately to dry out the carpets and sheetrock affected. An insurance claim is being filed, and Dzioba Construction was also notified.
7. The Planning Board presented a recommendation for the Board to sign the RPC Circuit Rider contract for the July 1, 2013 to June 30, 2014 period. There are no changes to the contract or fee from prior years. Selectmen signed the contract and approved payment of the invoice for the first half payment.
8. Selectmen reviewed and signed the lot merger form for parcels 07-085 and 07-086 owned by Robert Fraser. The lot has been numbered 4 Pine Street and the Planning Board has also completed their review and approval of the merger. Chair St Germain signed the form for recording.
9. Selectmen reviewed the CAI Technologies contract to continue webhosting of Fremont Tax Maps . The \$1,800 annual fee for this service is included in the budget, and it has shown to be a worthwhile service. Selectmen signed the contract and one copy will be returned to CAI.

VIII. NON-PUBLIC SESSION NH RSA 91-A

The next regular Board meeting will be held on Thursday July 18, 2013 at 6:00 pm.

IX. ADJOURNMENT/ RECESS – At 9:30 pm motion was made by Holmes to recess the meeting to 5:30 pm on Monday July 15, 2013. Hunter seconded and the vote was unanimously approved. 3-0

At 5:55 pm on Monday evening July 15, 2013 the Board's meeting of July 11, 2013 returned to session in the basement meeting room at the Fremont Town Hall. Present were Selectmen Greta St Germain and Leon Holmes Sr, and Town Administrator Heidi Carlson. St Germain placed a call to Hunter's cell phone and he indicated he was not available for the meeting this evening. He said he would like to participate in the Police Chief decision, and would be available for a call again shortly. He discussed with the members the two candidates again.

Selectmen reviewed the mail received to date, including a letter of resignation from Shannon Bryant as the Town Clerk, effective July 26, 2013. Selectmen began to discuss plans for this transition.

Selectmen discussed the two final candidates for Police Chief and reviewed a conditional offer letter that had been reviewed by the Town's Attorney. Selectmen continued to express concern about the number of hours that Wood would be working if he were selected (40 in Brentwood and 32 more in Fremont). The Board did not feel this was in Wood's best interest, nor the Town's.

At 6:15 pm St Germain placed another call to Hunter and he was on speaker phone in the meeting room. A motion was made by St Germain to make a conditional offer of employment to Jon Twiss, subject to complete background check, current physical within the past year, or have it updated, and provision of fitness for duty documentation. Holmes Sr seconded and the vote was 2-1 with Hunter voting in the negative.

The Board discussed the background check, which will be completed by an outside agency agreeable to the Board. A cost estimate and a great deal of information on the process had been obtained from MRI, a consulting firm who does this type of work for a fee.

The State Police will only do the fingerprinting and criminal background check. These forms will be prepared for signature.

Hunter was also advised of the Town Clerk's resignation.

The call with Hunter was discontinued at approximately 6:25 pm.

A motion was made by St Germain to sign an appointment form for Sharon Girardi as Deputy Town Clerk. Holmes Sr seconded and the vote was approved 2-0.

Selectmen reviewed and signed a statement from Society for the Protection of NH Forests regarding the fact that the Town is not aware of any problems concerning solid or hazardous waste which are on the Town Forest properties (Map 4 Lots 4, 8, 9, 10, 11, and 12). The statement was returned to NH SPNHF as they work on completing the easement for the Oak Ridge Town Forest Lands.

Selectmen signed the appointment form for Girardi and the conditional offer letter to Jon Twiss.

With no further business to come before the Board, motion was made to adjourn the meeting at 7:00 pm. Holmes Sr seconded and the vote was approved 2-0. The next regular meeting will be held on Thursday July 18, 2013.

Respectfully submitted,

Heidi Carlson, Town Administrator