

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

Selectmen reviewed mail items and the payables for this week.

At 6:15 pm Members of the 250<sup>th</sup> Committee Doris (and Marissa) Nichols, Michael Rydeen, Matthew and Sharon Thomas, Mary Wheaton-Pinder, Trish Coulombe and Al Hinckley met with the Board to have them draw the winning ticket for the oil raffle drawing. They indicated they had earned approximately \$2,400 from raffle ticket sales for the 250<sup>th</sup> Celebration.

Tickets were transferred from the containers into a large bucket and shaken up and covered. Just prior to the pulling of the ticket, the cover was removed and Leon Holmes Sr picked the winning ticket, purchased by Bridget Paine of Kelsey Drive. Al Hinckley called her to advise that she had won.

Committee members thanked the Selectmen for their assistance and they left the meeting at 6:25 pm.

## **II. ANNOUNCEMENTS**

1. This is a work session of the Board.
2. Trick or Treat has been scheduled for Wednesday October 30, 2013 from 5:00 to 8:00 pm.
3. Bulky Day is scheduled for Saturday October 12, 2013 from 8:00 am to 12 noon.
4. The annual preventive mosquito spraying at Ellis School grounds, Memorial Fields, Library and Complex was completed on Wednesday 04 September 2013 in coordination with Ellis School staff.
5. The Zoning Board is in need of additional members, and the Town's Circuit Rider Planner has advised that a Selectman can be a member of the Board. Leon Holmes Sr offered to serve as an Alternate until additional volunteers can be recruited. Motion was made by Hunter to appoint Leon F Holmes Sr to a three year alternate position. St Germain seconded and the vote was approved 2-0-1 with Holmes Sr abstaining. The form was signed by St Germain and Hunter.

## **III. LIAISON REPORTS**

Hunter updated Selectmen regarding Planning Board activity from last night to include updates on Black Rocks, Seacoast United (has asked for an extension from NH DES on the plantings deadline); and Beede Spaulding. They also are working on regulation updates for Subdivision and Site Plan Review.

## **IV. APPROVAL OF MINUTES**

Selectmen reviewed the minutes of 29 August 2013. Motion was made by St Germain to approve them with one typographical error correction. Hunter seconded and the vote was unanimously approved 3-0.

## **V. SCHEDULED AGENDA ITEMS**

At 6:40 pm Public Input - none

Kimberly Dyer and Sharon Muse met with the Selectmen to express their interest in vacant Parks & Recreation positions. They were joined by Chair Elizabeth Rosa. It was discussed that Sarah Lamirande and Nicole Cloutier had stepped down from their positions due to lack of time.

Motion was made by Hunter and seconded by St Germain to appoint Kimberly Dyer for a two year term to fill the unexpired term of Sarah Lamirande through March 2015; and to appoint Sharon Muse for a three year term to fill the unexpired term of Nicole Cloutier through March 2016.

7:00 pm Department Heads - none

At 7:30 pm Selectmen called to order a Continuation of Public Hearing which began on August 8, 2013. The notice of Public Hearing reads as follows:

***Town of Fremont Notice of Public Hearing***

*The Fremont Conservation Commission, with the Fremont Open Space Advisory Committee and Fremont Board of Selectmen, will hold a public hearing on Thursday August 8, 2013 at 7:30 pm at the Fremont Town Hall, pursuant to NH RSA 36-A:4 and 5 to discuss an amendment to the existing Conservation Easement on the Glen Oakes Land to include the Oak Ridge Town Forest Lands (Map 4 Lots 4, 8, 9, 10, 11, 12 and 16) used as conservation land, with potential easements, on property in Fremont.*

*The public is welcome to attend.*

*Written comments may be submitted to the Board of Selectmen by mail, electronically or hand delivered to the Fremont Town Hall no later than 4:00 pm on August 7, 2013.*

*Posted: 23 July 2013*

In addition to Selectmen and Carlson, Conservation Commission Members Pat deBeer and Bill Knee were present; and resident Mary Kaltenbach.

It is noted for the record that this hearing began as advertised on August 8, 2013. Some additional items were going to be researched and the following Town votes had been identified in Town Reports:

There was discussion about the research done, including the 2007 Town Meeting Minutes which read in part:

***ARTICLE 19:*** *To see if the Town will vote to designate as Town Forests, in accordance with NH RSA 31:110, the following parcels of land:*

*Oak Ridge Map 4 Lots 004, 008, 009, 010, 011, 012, and 016  
Glen Oakes Map 2 Lot 156.002.001*

*The Selectmen and the Conservation Commission recommend this article. Peter Bolduc moved Article 19. Anne Beliveau seconded.*

*Gene Cordes made a motion to amend article 19 to read, To see if the Town will vote to designate as Town Forests, in accordance with NH RSA 31:110, the following parcels of land, to be managed by the Fremont Conservation Commission.*

*Oak Ridge Map 4 Lots 004, 008, 009, 010, 011, 012, and 016*

*Glen Oakes Map 2 Lot 156.002.001*

*Article 19 as amended passed by voice vote.*

In 2013 an amendment was passed to the Town Forest ordinance to include:

**ARTICLE 18:** *To see if the Town will vote to designate as Town Forests, in accordance with NH RSA 31:110, the following parcels of land: Smith Land (Acquisition to supplement Glen Oakes Town Forest);*

*Map 4 Lots 086, 088, and 089.*

**Article passed 656 yes; 232 no**

Selectmen reviewed the easement document in its entirety. There was some additional discussion about inclusion of the parcels taken by tax deed, but in light of the vote in 2007 to include all parcels as part of the Town Forest, the Board did not feel it appropriate to leave those out of the easement area.

Motion was made by Hunter to grant an easement to the Society for Protection of NH Forests for map 4, parcels 4, 8, 9, 10, 11, 12, and 16. St Germain seconded and the vote was unanimously approved 3-0.

Selectmen signed the Conservation Easement document and it was notarized by Carlson.

At 8:01 pm motion was made by St Germain to close the public hearing. Hunter seconded and the vote was unanimously approved 3-0. Members of the public left the meeting at this time.

## **VI. OLD BUSINESS**

1. Selectmen reviewed and signed the Town's copy of the MS-1 Form, submitted 09/04/2013 to NH DRA. Selectmen also reviewed the MS-4 form and decided not to use any further unreserved fund balance toward the tax rate, due to the large amount used in 2012.

2. Budget Workshop – Selectmen had reviewed previously distributed budgets and began discussing this evening for voting on recommendations.

4130 Executive: Department Request \$102,287

Selectmen reviewed the information submitted and spending history. The only line item decreased was printing of the Town Newsletter. The Board had considered returning to 12 print editions a year, and reduced it to 4. Motion was made by Hunter and seconded by St Germain to recommend \$97,707 for Executive – Selectmen's Office. The vote was unanimously approved 3-0.

4191 Planning & Zoning: Department Request \$38,566

Selectmen reviewed the information submitted and spending history. The only line item decreased was matching grants as it has not been spent for several years and can be reallocated from another line within the budget if a grant becomes available. Motion was made by St Germain and seconded by Hunter to recommend \$36,566 for Planning and Zoning. The vote was unanimously approved 3-0.

4215 Ambulance: Department Request \$7,000

The Town's current with Raymond Ambulance Inc was reviewed. Hunter moved to recommend \$7,000. Holmes Sr seconded and the vote was approved 3-0.

4240 Building Inspection: Department Request \$35,378

Selectmen discussed working hours per week in light of the increase requested. The Board decided to budget for a 26 hour work week (up 2 hours from current schedule of 24 hours per week); and to hold an additional 50 hours in reserve if needed, at the current wage rate. This brings the total wage recommendation to \$28,601. The Board reduced mileage and expense reimbursement to \$15,000 given the past several years of under expenditure.

Motion was made by St Germain to recommend a total of \$32,716 for Building Inspection. Hunter seconded and the vote was approved 3-0.

4312 Highway Department: Department Request \$396,175

Selectmen reviewed the proposal, which is nearly level funded from 2013. The only change is an expanded line item to split winter part-time help from summer part-time help, which had previously been one line item of part-time wages. The budget is increased by \$3,884 to support 13 weeks of part-time summer help for 35 hours per week. St Germain moved to recommend \$396,175 for Highways. Hunter seconded and the vote was approved 2-0-1 with Holmes Sr abstaining.

4583 Patriotic Purposes: Department Request \$2,185

Selectmen reviewed the proposal, which is level funded from 2013. St Germain moved to recommend \$2,185. Holmes Sr seconded and the vote was approved 3-0.

4610 Conservation Commission: Department Request \$1,523

Selectmen reviewed the proposal. It includes an increase of \$600 to cover 1/10 of the cost of updating the Forest Management Plan over the next several years. Selectmen discussed the Commission using the LUCT monies to the utmost to save tax dollars. Motion was then made by Holmes Sr and seconded by Hunter to recommend \$1,523 for the Conservation Commission. The vote was approved 3-0.

4711-4721 Debt Service: Department Request \$181,239

This includes bond payments on three remaining bonds (Safety Complex, Library, Glen Oakes) and their interest payments. These are mandated costs as the Town has voted to enter the long-term debt agreements. Motion was made by Hunter to recommend \$181,239 in principal and interest on long term debt. Holmes Sr seconded and the vote was approved 3-0.

4723 Tax Anticipation Notes: Department Request \$2,000

Carlson explained the rationale for including enough money for one borrowing in 2014, down from two in 2013's request. The Town worked closely with the School District to make it through the July tax collection season without borrowing, and will attempt to do the same in 2014. Motion was made by Hunter and seconded by St Germain to recommend \$2,000 in Tax Anticipation Notes. The vote was unanimously approved 3-0.

The following new budgets were distributed for future discussion:

4220 Fire Rescue

3. Exhibit A of the Beede Spaulding Conservation Easement deed was available for Board review.
4. Selectmen discussed a replacement Board member. Former Selectmen Peter Bolduc, Don Gates and Gene Cordes were discussed as potential options.

St Germain moved to nominate Brett Hunter as Chair of the Board. Holmes Sr seconded and the vote was approved 3-0.

#### **VII. NEW BUSINESS**

1. Selectmen reviewed the accounts payable manifest \$11,464.91 for current week dated 06 September 2013. Motion was made by Hunter to approve the manifest. St Germain seconded and the vote was unanimously approved 3-0.
2. Selectmen reviewed and stamped bills and invoices for payment.
3. Selectmen reviewed the folder of incoming correspondence.
4. The August 2013 budget reports were distributed to Board members.

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

The next regular Board meeting will be held on Thursday September 12, 2013 at 6:00 pm.

#### **IX. ADJOURNMENT – by 9:00 pm**

St Germain submitted her letter of resignation to the Board, effective 06 September 2013. She thanked the Board for all of their hard work and wished them well.

At 8:50 pm motion was made by Hunter to adjourn the meeting. Holmes Sr seconded and the vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson  
Town Administrator