

I. CALL TO ORDER at 6:10 pm in the basement meeting room of the Fremont Town Hall. Present were Selectmen Brett Hunter, Gene Cordes, Leon Holmes Sr; and Town Administrator Heidi Carlson.

II. ANNOUNCEMENTS

All Town Offices will be closed on Wednesday January 1, 2014 in observance of New Years. Trash and recycling are delayed one day during the holiday week.

The Building Inspector will also be closed on Tuesday December 31, 2013.

III. LIAISON REPORTS - None

IV. APPROVAL OF MINUTES

Board members reviewed the minutes of 19 December 2013. Motion was made by Cordes to accept them as amended with typographical corrections. Hunter seconded and the vote was unanimously approved 3-0.

V. SCHEDULED AGENDA ITEMS

6:45 pm Public Input - none

7:00 pm Department Heads - none

VI. OLD BUSINESS

1. Selectmen reviewed additional painting quotes for work at the Fremont Public Library. A second quote was reviewed, totaling \$11,962.50 for all areas of the Library. Given that even the lower price is over \$5,000, the Library Trustees need to obtain a third quote. Given the information at hand, the Board voted to try and encumber \$6,250 for painting at the Library. There is not likely enough money to get all of the areas painted, but as much as possible will be encumbered, to include the pending repair work prior to repainting near the leak.

2. Selectmen reviewed a quote from KTM to finish repair of the front awning over the Town Hall entryway. The repairs and roof could not be completed over Thanksgiving weekend due to the unavailability of materials at the time they found the rotted areas. The quote was nearly \$3,000 and the Board wanted to call Chuck Minasalli later in the evening to discuss the options with him.

3. Selectmen signed a letter to Wayne Copp regarding the Highway Maintenance Building work. The Board would like to meet with Wayne Copp and Mark Pitkin next week prior to executing the contract, to discuss a sketch of what his proposal contains, as well as other options based on Holmes' questions this evening about door locations.

In follow-up to the contract being voted for the completion of the highway maintenance building, Selectmen revisited the proposed 2014 Warrant Article for additional funding to the Highway Building Capital Reserve Fund. Motion was made by Cordes to remove this warrant article (\$25,000) from the 2014 budget. Hunter seconded and the vote was unanimously approved 3-0.

Holmes Sr left the meeting at 7:15 pm.

There was discussion about the Warrant Article to add existing funds from year end, to the Expendable Town Trust Fund for town building maintenance. With the end of year expenses, there will not be residual budget funds in 2013, and not as many encumbrances will be able to be done as originally thought.

The Board will leave this article in the Warrant, and use \$10,000 from unreserved fund balance if it is available at year end.

Carlson discussed with the Board Mike Nygren's email question last week regarding "new" hours for the Town Clerk and why they were not posted. Carlson was asked to check the Budget Committee meeting minutes as well as contact Town Clerk Sharon Girardi about her plan with regard to hours. Carlson explained that she thought the hours were not changing unless and until Girardi was elected to the combined position in March.

Research of the Budget Committee minutes revealed that the Budget Committee did not recommend the funding which would have covered the Saturday morning hours.

Selectmen also asked for Carlson to draft a memo regarding the salary moving to the first January payroll of 2014, to be reviewed next week, once additional information is available from the Town Clerk. The Board asked Carlson to follow-up with Sharon Girardi regarding her plans for office hours.

4. Fred LeClair has completed the work in the Town Forest and the closure notices have been removed. The work is also complete on the adjacent Ladd property. The Conservation Commission and SPNHF have been notified that the work is complete. LeClair has filed his Report of Cut forms with the Town.

5. Peter Bolduc has returned his contract for work on the Town's perambulations to be completed in 2014. This encumbers \$500 for the work.

6. With all of the changes approved by the Town's Counsel and Insurer, Selectmen signed the finalized contract with Waste Management for the Town's trash and recycling collections for the ensuing five year period. Contact was made with Pete Lachappelle this evening via email, and the contract will be mailed to him for signature by the President. Collections are all set for the week of January 1 (which are delayed by one day due to the New Year's Day holiday).

7. Selectmen again revisited the FEMA funds received this fall for the February 8, 2013 declared winter storm. As the winter has been worse than anticipated, and the budget is overspent, additional funds will be used from the revenue on the FEMA declaration. A full accounting of the declaration and funds offsetting winter costs will be presented in January.

VII. NEW BUSINESS

1. Selectmen reviewed the accounts payable manifest \$95,474.81 for the current week dated 27 December 2013. Motion was made by Cordes to approve the manifest. Hunter seconded and the vote was approved 3-0.

2. Selectmen reviewed and approved bills and invoices for payment.

3. Selectmen reviewed the folder of incoming correspondence; reviewed and signed outgoing correspondence to Health Trust requesting the contribution holiday so that March 2014 surplus due is credited against the invoice; a letter to Cindy McRae regarding snow from the barn roof on Beede Hill Road; and a letter to Jeremy Lennon regarding his final CO deadline date of January 15, 2014.

4. Selectmen reviewed and approved the January Newsletter for publication.
5. Selectmen approved a request from Heidi Carlson to roll over up to two vacation days (16 hours) to March 1, 2014.

There was further discussion about the highway maintenance shed contract. Selectmen decided to ask Mark Pitkin and Wayne Copp to come back in next week with a sketch of the building as designed, as well as information about what the layout is for sizing of the trucks equipped with plow, wing and sander; and whether that would fit in the building with the door designed on the south side of the building. Holmes Sr had asked about putting the large door on the gable end away facing the rear of the property.

Cordes placed a call to Chuck Minasalli near the end of the meeting to discuss the proposal for the bead board at the awning of the Town Hall. Minasalli provided information to the Board to include that there are other options with a sheet good product that will save a lot of money in the labor, and look a lot like the bead board for as much as \$1,000 less than the \$2,865 estimate. Minasalli will put together an alternate proposal and get it to the Board. Short of the alternate proposal, Cordes moved to encumber up to \$2,865 for this repair work to take place in 2014. Hunter seconded and the vote was approved 2-0.

VIII. NON-PUBLIC SESSION NH RSA 91-A - none

The next regular Board meeting will be a work session, to be held on Thursday January 2, 2014 at 6:00 pm.

IX. ADJOURNMENT – At 8:15 pm Hunter moved to adjourn the meeting. Cordes seconded and the vote was unanimously approved 2-0.

Respectfully submitted,

Heidi Carlson
Town Administrator