

Approved 04/17/2014

I. CALL TO ORDER at 6:00 pm in the basement meeting room at the Fremont Town Hall. Present were Selectmen Brett Hunter, Leon Holmes Sr, and Gene Cordes; Town Administrator Heidi Carlson.

II. ANNOUNCEMENTS

Selectman Cordes will not be at the meeting next week.

III. LIAISON REPORTS

Energy Committee meeting of 01 April 2014 – Cordes reported the Committee had a light agenda. The Committee is interested in investigating options for the Town Hall heating system given the system's age and current declining condition. There was discussion about the Capital Reserve Fund in place for the basement renovations, as well as the Expendable Trust Fund for building repairs and maintenance. The Board was agreeable to the Energy Committee doing this research.

Planning Board meeting of 02 April 2014 – Hunter reported that they Planning Board also had a light agenda. They had a lot line adjustment completed on Pond Lane.

IV. APPROVAL OF MINUTES

Selectmen reviewed the minutes of 20 March 2014. Cordes moved to approve the minutes as written. Holmes Sr seconded and the vote was unanimously approved 3-0.

V. SCHEDULED AGENDA ITEMS

At 6:30 pm Andy Kohlhofer met with the Board with a School Board update. He reported that enrollment is down to 421 (140-160 less than the demographics study from 2005 predicted). He reported high school enrollment fluctuates between 220-227. They are looking at kindergarten enrollees planned for September's class, and he noted that Pre-K enrollment has also been down the past couple of years.

Kohlhofer then discussed some important items that the School Board wants to see passed that have yet to be accepted by voters. This includes the teachers and paraprofessional contracts. The contracts this year included significant changes to health insurance which would have saved the District money in the long run, but were not approved by voters.

Kohlhofer reported the end of the endurance clause (Evergreen Clause). When that clause was added to the contract it was not presented to the voters legally (as a procedural matter). There will be no step increases this year.

Regarding Sanborn tuition contract, Kohlhofer said when it was presented at the special meeting, the Budget Committee was described as an advisory committee, which is not the case. Fremont has an official Municipal Budget Committee.

Kohlhofer suggested the idea of having a joint Selectmen/School Board meeting to discuss the overall position of the town and voters and see how they could work together to help in the community's understanding of all the financial issues facing the community, including discussion of our tax base as a general knowledge item so that people better understand the tax process. Selectmen were interested in such a meeting, and Kohlhofer will go back to the School Board to see if some dates could be generated for the summer.

Selectmen and Kohlhofer agreed that voters are very interested in the SB2 format so that they can just come and vote on voting day and be done with their obligation without lengthy meetings and discussions.

There was lengthy discussion about the cost items facing the District and the Town.

6:45 pm Public Input - none

7:00 pm Department Heads

Richard Butler came into the meeting at 7:05 pm.

Selectmen continued to discuss the possibility of a joint meeting to look at these issues, and come up with solutions that will make it more affordable for people to live in Fremont. In comparing Fremont to a town like Brentwood, there is a far stronger commercial/industrial tax base.

Kohlhofer left the meeting at 7:10 pm.

Fire Chief Butler met with the Board to update them on his status. There was discussion about making a different approach to purchasing a fire truck, and Holmes Sr suggested the Department strongly consider purchasing a tanker at this time instead of the combination truck, to save some money and get it passed. Perhaps in a couple more years, then look at an engine replacement.

Butler said the new SCBA units have arrived, and that the skid unit has arrived for the Kubota. The Department is planning to do the training within the cooperage units before the auction on April 26th. He was asked to notify the Board in advance of when that training could take place. It is non-invasive, but would take place on a Saturday or Sunday.

Butler left the meeting at 7:25 pm. Matthew Thomas came in to the meeting at this time.

Thomas provided updates to the Board on the status of the 250th Committee work. He said they have purchased banners to post at the Old Meetinghouse, Town Hall, Peterson's Fields and Safety Complex. They have sold \$3,000 in ads for the souvenir program. They are working on a stage setup for the band at Peterson's field. He reviewed several other events planned for the Saturday festivities at the Fields.

Selectmen then discussed with Thomas their recent review of Town Policies, and that review of the Asset policy led to some concern as it related to paying one of the bills submitted for the Committee. The Committee had previously voted to have the Town Trust Fund pay the cost of the commemorative license plates that were purchased. The concern surrounds the fact that Town money would pay for these plates and that they had been sold with a small profit, which was then deposited into the Historical Society account.

Mark Pitkin joined the meeting at 7:40 pm.

Selectmen suggested that the Town expendable trust fund should not be purchasing items that can be considered assets and then having the Committee sell them. The Board feels more comfortable with paying the rental of items needed, lanyards and shirts for volunteers, but not the purchases that will be sold and result in a profit that is being returned to the Historical Society and not the Town. No one suggested that anyone is doing anything wrong or illegal as it is clearly understood by all, that the goal is the funding is all going to benefit the Town of Fremont community celebration of our 250th Anniversary.

Thomas questioned how any excess funds would be used and if the Town Trust Fund could be used to purchase for example, an historical marker denoting Black Rocks Village. He said the Committee also had other ideas about how they could use any leftover town funds to purchase something to commemorate the Town's 250th anniversary. He expressed concern about the amount of funds in the Expendable Trust Fund for the 250th Anniversary versus what the Committee had already spent from the Historical Society's fund. He mentioned other cost items that are reimbursement for hard costs already incurred, and the Selectmen agreed those could be paid from the Town Expendable Trust fund. The concern deals with the Town following our Asset policy.

Thomas was thanked for all his work on the project and his time, and he left the meeting at 7:55 pm.

At 7:55 pm Diane Ingalls joined the meeting. Motion was made by Hunter to enter non-public session pursuant to NH RSA 91-A:3 II (c) to discuss a tax hardship matter. Cordes seconded and the roll call vote was unanimously approved 3-0. Hunter – aye, Holmes Sr – aye; Cordes – aye.

At 8:06 pm motion was made by Hunter to return to public session. Cordes seconded and the roll call vote was unanimously approved 3-0. Hunter – aye, Holmes Sr – aye; Cordes – aye.

Ingalls left the meeting at this time.

At 8:10 pm Bob Doucette of 81 South Road met with the Selectmen. Building Inspector Bob Meade and Road Agent Mark Pitkin were also present for the meeting.

Doucette said that he met with the Board of Selectmen a year ago in response to concerns he had about work on an adjacent property (77 South Road). He said that the neighbors had put in a road, done a logging operating, and were constructing a barn. He complained that the road had been put in and there were no "laws" about a second driveway. He said that he had concerns about drainage and what he termed BI Meade's "lack of oversight on the project."

The work was done last year during the dry season, so water had not been an issue.

In response to a question from the Board, Meade said that there is an open permit on a barn under construction at 77 South Road. He said that grading has been done away from the barn, and that the contractor, Jamison Hill had left a 10 foot buffer from the stone wall. He noted that pursuant to Fremont Driveway Regulations, driveways can be 10 feet off the property line. He noted there is 10 feet of undisturbed soil, and two feet of fill at the barn almost covering the stone wall. With the four inches of rain this past Monday, water was flowing across the road through the culvert as designed. From what Meade could see of the property, water has run through this before. He feels that if they didn't have fill there and there was natural grade, it would have done worse. He said that slopes have been graded away from the Doucette property and down to a natural wetland.

Meade said that last year Doucette did not trust Meade's report of the situation and the Town's fill-in Inspector, Gene Perreault was sent out there to review the same matter and came to the same conclusion. The water doesn't stay there. Pitkin agreed that seasonal heavy rain is a problem, but no worse than it had been previously.

Bob Meade said that today he spoke with the former owner Wayne Copp and had the original plan he used for the subdivision (used to build the home at 81 South Road). Copp said that the water runoff always followed the stone wall.

The contractor, Jameson's Excavation, is willing to put in a drainage swale along the stone wall for approximately 30-35 feet, next to the barn.

Pitkin said he has been out there three times as well. The 10 foot natural buffer has not been touched; and highlighted that the contractor had cut the slope down on the corner, making it much better for roadway visibility (South Road). Pitkin said that the excavation contractor took out all the trees that the Town asked for along the right-of-way and Doucette agreed that the sight distance is better on South Road.

Pitkin added said that what has happened now is due to a lot of rain.

Meade and Pitkin said they stopped the water from running onto Doucette property on Monday afternoon by digging a trench to divert the heavy rain, and that the Contractor will take care of it on a more permanent basis once the ground dries up enough to support heavy equipment on the site. The owners of 77 South Road were on the site Monday evening with Town officials, and the contractor Jameson Hill.

All were in agreement that there is no water running on the property now. Doucette said he was amenable to the drainage swale work being completed, and the scope of this work is all on the Phillips Property (77 South Road). There was discussion about the scope of work being approximately 35 feet being graded. Meade will continue to work with the homeowners on the open permits and completion of the drainage work. It was agreed that the work could be complete no later than July of this year.

Meade will give an update to the Selectmen in about a month on where the permits stand.

Doucette showed his photographs of Monday's situation to the Board, but did leave them for the Town's file.

Doucette thanked the Board and left the meeting at 8:25 pm.

Pitkin reported that Wayne Copp will be at the shed on Monday to begin working.

Meade and Pitkin left the meeting at 8:30 pm.

VI. OLD BUSINESS

1. Carlson reviewed with the Board the updated police cruiser pricing estimates and financing options. Other lenders for a lease/purchase arrangement will be investigated.
2. Carlson updated the Board on cable broadcasting options. Fremont resident Bruce White and Raymond CATV employee Kevin Woods continue to work on getting the bulletin board up and running, and are looking into moving the AV cart from the meeting room into the closet on the other side of the basement, so that all of the equipment and computer are in the same place as the monitor that was installed after Comcast put a cable drop there. This makes it easier to edit because you can see the screen real time. Carlson is working on notices to rejuvenate the bulletin board, and they will work on options for broadcasting to perhaps get that started by the fall.
3. Selectmen discussed the final MS-2 and wage increases. After discussion over the past couple of weeks, the Board decided that they would process a 2% cost of living increase for permanent staff (M Bolduc, J Butler, H Carlson, L Holmes Jr, R King, B Lanseigne, R Meade, J Nygren, P Porter, J Rowell, and M Wheaton-Pinder) and adjust each affected department's wage and benefit (FICA, Medi & retirement) lines accordingly. The balance of money left from the \$8,000 appropriation for this purpose will be left in the Executive budget line and allocated for merit increases following employee evaluations.

The MS-2 cover sheet was signed with the final numbers to be calculated and finalized in an upcoming budget work session, along with the changes Chief Twiss makes to allocate for wage increases within the Police Department budget.

4. Policy review: Selectmen discussed the need for timesheets for part-time staff, and discussed addressing some deficiencies in some timesheet/salary items in the Personnel Policy.

VII. NEW BUSINESS

1. Selectmen reviewed the accounts payable manifest \$18,788.30 for the current week dated 04 April 2014. Cordes moved to approve the manifest. Hunter 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. Selectmen reviewed and signed outgoing correspondence to the Trustees of Trust Funds requesting withdrawal of the balance of funds for the fireworks contract with Pyrotechnico (\$4,500) from the 250th Anniversary Expendable Trust Fund.

4. Selectmen reviewed an email from Mary Kaltenbach on behalf of the Fremont Garden Club requesting permission to undertake a new bench and landscaping project at the Historic Museum. She has reviewed this with Matthew Thomas, and he has concurred with their plans. The bench will be a Memorial with a plaque "In Memory of Aja Mahoney." Cordes moved to approve the Garden Club's proposal to install a new bench in memory of Aja Mahoney at the Historic Museum. Hunter seconded and the vote was approved 3-0.

5. Selectmen reviewed and signed a Land Use Change Tax for parcel 03-015.001.100 in the amount of \$2,142.85 pursuant to the agreement.

6. Selectmen reviewed and approved appointments for Jon Benson for a three year term on the Parks & Recreation Commission; and Patricia deBeer for a three year term on the Conservation Commission.

7. Selectmen discussed a request from Jon Benson to restrict use of Fremont's athletic fields to resident uses only due to past damage and need to have space and time for Fremont teams. The Board felt this was appropriate and the forms will be updated as well as website postings.

8. Veteran Credits reviewed by Jeanne Nygren and ready for approval:

a. Paul Stanisewski	25 Hall Road	03-015.001.026	\$500
b. Philip Perlongo	160 Hall Road	03-015.001.004	\$500
c. John Vlasuk	96 Hall Road	03-015.001.095	\$500
d. April & Hunter Phelps	21 Robinson Court	06-024.002	\$1000

With all in order Selectmen approved and signed the five applications forms.

Selectmen discussed the need for the Fire Department to issue a Purchase Order for the SCBA's approved in the Town Meeting Warrant for 2014. The Board indicated this needs to be done, and will follow up with Chief Butler about this process.

VIII. NON-PUBLIC SESSION NH RSA 91-A

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The next regular Board meeting will be a work session and will be held on Thursday April 10, 2014 at 6:00 pm.

IX. ADJOURNMENT – With no further business, Hunter moved to adjourn the meeting at 9:25 pm. Holmes Sr seconded and the vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson
Town Administrator