

Approved 04/24/2014

I. CALL TO ORDER at 6:10 pm in the basement meeting room at the Fremont Town Hall. Present were Selectmen Brett Hunter and Leon Holmes Sr and Town Administrator Heidi Carlson. All rose for the Pledge of Allegiance.

Selectmen asked about cash flow as we approach the first issue billing cycle, as well as how the search for a Deputy Tax Collector Town Clerk is going. Cash flow is sufficient for now, but the goal is to have first issue bills ready to go out by mid-May. Two interviews have been completed for the Deputy position, and another resume was received yesterday. Carlson discussed the workload with Selectmen and indicated that it is significant for one person. Training is still ongoing for the Tax Collector position, using the BMSI software and learning statutes and other procedural matters. The Clerk/Collector is also attending new Town Clerk and Tax Collector workshops.

II. ANNOUNCEMENTS

This is a work session of the Board.

III. LIAISON REPORTS - None

IV. APPROVAL OF MINUTES

Selectmen deferred action on the minutes of 03 April 2014 until next week.

V. SCHEDULED AGENDA ITEMS

At 6:45 pm Elizabeth Rosa from the Parks & Recreation Commission came in to meet with the Board. She discussed the posting for the Summer Camp Program Director, which has been posted for the past six weeks. There was discussion about the applicant to date. The returning counselors have been advised of the opening for Director/Assistant Director in case any of the seasoned counselors are interested in the positions.

The Parks & Recreation Commission meets this evening to review the matter, and she will report back next week if they have a recommendation.

The camp brochure is being prepared and will be posted shortly. A pre-registration is currently available for anyone who wishes to sign up early. Rosa said that they will decide on the camp themes and publish that after tonight's meeting.

VI. OLD BUSINESS

1. Channel 22 updates: The bulletin board is fully functional, with new notices being added as they are submitted, and Carlson doing updates for submission on the Town's calendar and meeting schedules. Today the equipment was moved into the storage room at the base of the stairs at the Town Hall. Kevin Woods also did a schematic of the equipment and connections to the Comcast box.

2. Selectmen reviewed the abatement as discussed last week in the amount of \$820.22 for parcel 02-176.001. The Board considered the abatement for hardship in light of the 2012 tax lien being paid. Motion was made by Hunter to approve the abatement of \$820.22 on parcel 02-176.001. Holmes Sr seconded and the vote was approved 2-0.

3. Selectmen reviewed the posting for a Human Services Director which will go up tomorrow, and was posted on the NH LGC website yesterday.

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4. Selectmen reviewed four Police Cruiser lease agreements and pricing that has been put on a grid for comparison. Information is still pending from the dealer in Laconia, and some follow-up questions need to be answered from two of the leasing companies. The Town is making a \$25,000 down payment and then financing the balance of approximately \$30,000 in a two year lease.

Chief Twiss had updated Carlson yesterday that one of the cruisers is at Irwin Motors in Laconia pending setup, and the other is due to arrive in the next week or so. More information will be brought back to the Board next week such that a decision can be finalized on the lease arrangements.

Chief Twiss had also advised he had updated information for the trade-in value on the four vehicles being disposed of. These vehicles include the current low-profile cruiser, the Honda Civic, Ford Expedition, and a 1988 van. Irwin had quoted a trade value of \$3,800 and Adamson Industries \$4,000. It is also \$75 cheaper for the towing (van) to Adamson Industries. The Board concurred with the trade-in being completed with Adamson Industries, who is the vendor doing the setup on the new vehicles to include radios, lighting, cages, etc. The trade value will be deducted from the final invoice paid to Adamson Industries.

5. Carlson updated the Board that interviews are being conducted for the maintenance position. Carlson is working with Jon Benson on this endeavor.

6. There was discussion about the Martin Road Bridge and what other options for construction may be available to the Town at lower cost. Additional information will be obtained for further discussion.

VII. NEW BUSINESS

1. Selectmen reviewed the payroll manifest \$19,341.79 and accounts payable manifest \$32,170.58 for the current week dated 11 April 2014. Motion was made by Holmes Sr to approve the manifests. Hunter seconded and the vote was unanimously approved 2-0.

2. Selectmen reviewed bills and invoices for payment.

3. Selectmen reviewed the folder of incoming correspondence.

4. Selectmen discussed a need for a representative to SRRDD 53-B. The volunteer position will be advertised on the website and newsletter. The position entails quarterly meetings at the District Office in Rye and covers the Town's participation in the solid waste district, including the Turnkey tonnage contract, hazardous waste drop-off days, as well as other regional solid waste items.

5. Selectmen reviewed the Beede Spaulding Conservation Easement document. This has been prepared in recent months, reviewed by the Town's Attorney, and signed by the Owner Frank Catapano and Conservation Commission Chair Bill Knee. Selectmen signed the document and it was notarized by Carlson.

6. Selectmen reviewed and signed an Intent to Cut for parcel 02-017 owned by Elizabeth Stanley.

7. Veteran's Credits reviewed by Jeanne Nygren and found to be eligible:

Julian Robinson	03-054.001.008	\$500
Sherri Leatherman	06-020.007	\$500
Brian Beaudry	02-105.005	\$500
Eric Lewis	06-024.014	\$500
Jose Rivera-Hernandez	06-062.012.006	\$500

Bruce Hrycuna 02-137.00D (regular and service connected 100% disability) \$2,500
With all paperwork in order, motion was made by Hunter and seconded by Holmes Sr to approve the six Veteran's Credit in the list above. The vote was unanimously approved 2-0.

Veteran's Credits reviewed by Jeanne Nygren and found to be non-eligible:

Terrence Leatherman 06-020.007
Francis Gay 01-047

With verification that these applications did not meet the dates or have the required medals, motion was made by Hunter to deny the two applications above. Holmes Sr seconded and the vote was approved 2-0.

Selectmen asked for clarification that all members who are denied receive a letter outlining why their application is not eligible. Carlson advised that the Town's template letter should contain all of that information.

8. Selectmen reviewed a request from Mary Wheaton-Pinder for the Miss Fremont Pageant contestants and the director, to march in the Memorial Day Parade. She had samples of the banners that the Pageant was considering purchasing for their varied events this coming year. The Board agreed that the patriotic banner could be used by those marching in the parade, and that they must keep a theme consistent with patriotism and honoring our veterans. The same is true of any organization who wishes to march. Wheaton-Pinder indicated that the 250th Committee would also be marching.

9. Selectmen reviewed and signed a letter to the Trustees of Trust Funds for removal of \$7,607.01 from Capital Reserve Fund for payment of Stantec Invoice # 780036 for Martin Road Bridge engineering. The invoice to Stantec was approved for payment pending receipt of the funds from the Capital Reserve Fund.

10. Selectmen reviewed and signed an Intent to Excavate for parcel 04-015 owned by Fremont Park Associates for the 2014-2015 tax year.

At 7:30 pm Fire Chief Butler came in to the meeting to drop off invoices and updates for the property liability insurance renewal.

11. Selectmen reviewed and signed an Excavation Tax Warrant in the amount of \$251.50 for Fremont Park Associates on parcel 04-015 for the 2013-2014 tax year. The certification page had an error and needed to be reprinted for signature next week.

12. Selectmen reviewed and approved a hardship abatement of \$26.80 on parcel 03-001.001.34B.

VIII. NON-PUBLIC SESSION NH RSA 91-A

The next regular Board meeting will be held on Thursday April 17, 2014 at 6:00 pm.

IX. ADJOURNMENT – At 8:15 pm with no further business to come before the Board, motion was made by Holmes Sr and seconded by Hunter to adjourn. The vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson
Town Administrator