

I. CALL TO ORDER at 6:00 pm in the basement meeting room at the Fremont Town Hall. Present were Selectmen Gene Cordes and Leon Holmes Sr; and Town Administrator Heidi Carlson. All rose for the Pledge of Allegiance.

II. ANNOUNCEMENTS

1. The 250th Events were outstanding and enjoyed by many people over the Thursday through Sunday festivities. Great thanks to the 250th Committee for all of their hard work and dedication!
2. The Town Clerk Tax Collector has expanded hours this week (Tuesday, Thursday and Friday from 9:00 am to 5:00 pm); and on Tuesday July 1 from 7:00 am to 7:00 pm and Wednesday July 2 from 9:00 am to 7:00 pm. The office is closed Monday June 30, Thursday and Friday July 3 and 4th.
3. The Selectmen's Office is open extended hours on Monday June 30 from 8:00 am to 2:00 pm; Tuesday July 1 from 7:00 am to 5:00 pm; and Wednesday July 2 from 8:00 am to 7:00 pm, and closed on Thursday and Friday next week for the holiday. Friday is the Town's official holiday and vacation time will be used by employees not working on Thursday.
4. The Planning and Zoning Office will be closed from July 4 to 14, and will reopen on Tuesday July 15, 2014 at 8:00 am.

III. LIAISON REPORTS

06/24/2014 Energy Committee – Cordes reported that the Committee has some links to be posted on the Town's website. The Energy Committee wants to know from the Board of Selectmen what they want to do about the electrical supply contract that will expire this fall, as well as the heating system at the Town Hall.

06/24/2014 Zoning Board of Adjustment – Holmes Sr reported that the Zoning hearing is complete at 594 Main Street and was approved with conditions that anything else constructed on the property has to meet a 30 foot setback minimum, and that they also cannot raise the structure (in height).

IV. APPROVAL OF MINUTES

Selectmen reviewed the minutes of 20 June 2014. Motion was made by Cordes to approve them as written. Holmes Sr seconded and the vote was approved 2-0.

V. SCHEDULED AGENDA ITEMS

6:25 pm Dan Tatem and Rene LaBranche from Stantec met with the Board to review the Martin Road Bridge project updates. Packets of information were distributed for review by Board members, and when he arrived, a copy for Mark Pitkin.

Tatem went through the various requirements from the State of NH DOT for the project, even if it were to be completed without NH Bridge Aid Funding. Specifically the Instream Flow Rules were reviewed. If we were replacing the bridge without State funding, the Instream Flow Rules would still apply. With Bridge Aid funding there are still rules and some additional requirements, but they are mostly administrative.

The State will now allow simple installation of a couple of culverts, which has been widely discussed as a simpler solution. Tatem explained how the calculation is done for the stream bed, including all of the

area that flows in to the stream as it crosses Martin Road. He explained that there are 3 tiers in terms of stream crossing (in terms of the State rules/guidelines). It meets Tier 3 criteria if the contributing area watershed is greater than 1 square mile. This area is actually 4.1 square miles. NH DES would not allow anything other than a bottomless bridge span or a fabricated bottom in this situation. The current Instream Flow Rules went into effect in 2010 and thus have to be followed at the current time.

Road Agent Mark Pitkin came in to the meeting at 6:35 pm.

Tatem explained that they did a stream analysis on the stream, and the stream bottom in this area is very silty with nine to 13 feet of muck, and a four foot layer of a fine soft sand for the next layer. Using rip rap in the bottom, going down two feet below the stream bed, they will simulate a natural bottom. NH DES has done their review. The engineer must submit three alternative plans. Stantec has submitted the options and NH DES has reviewed and given initial tentative approval on the Design #1 presented. Tatem said that Alternative #3 is the most expensive, and not what they plan to do.

In response to questions, there will be about 600 feet total work on Martin Road with 300 feet on either side of the bridge. Once the bridge is completed and fixed, the final roadway will be tapered pre and post bridge construction.

There was discussion about when can the bridge be built. Tatem said that Nancy Mayville (the NH DOT Bridge Aid Administrator) has sent him an email that she is following up with a letter to the Town, announcing that the timing on available funding has changed. The State has accelerated the schedule, and Fremont can actually get funding as of July 1, 2015. Once the Town completes the design, the design is submitted to the State for approval, and once approved, DOT they will reimburse 80% of the design costs to the Town.

The process is then that the final design is approved by the State, the project is put out to bid, a contractor is selected, and then the State will cut a check for 80% of half of the construction costs. The Town will still have to appropriate the total of the project cost (less engineering already in a Capital Reserve Fund); and show the revenue so that the budget is accurate for appropriation and revenue.

Resident Joe Nichols came in to the meeting at 6:55 pm.

Tatem said that they plan to submit the wetlands permit in the next couple of months. They would like to move forward with the wetlands permitting now because of the work done to date on the project, and the potential that things could change, and they have worked with DES on the ideas for the project already and would like to keep the project moving ahead efficiently. Selectmen were in agreement that they should move forward with the NH DES permitting process now. It is possible that if the project does not move ahead within the life of that permit (4 years) that the Town would likely be eligible to renew it.

Tatem explained again for the benefit of Nichols (who thought the meeting was at 7:00 pm), that given evaluation of the area they have gotten the width of the structure down to 16 feet in working with DES officials. There was discussion about why a box culvert can't be used in the area due to Instream Flow rules, and that an open bottom structure is preferred.

The Town will be eligible to get 80% of the engineering money as soon as the plans are approved by NH DOT. LaBranche said they believe they can get the engineering work done for \$65,000, which is the total that the Town has in Capital Reserve Funding, which is less than the \$80,000+ contract currently in place for the design engineering. Tatem will begin working on an updated scope of work in hopes that the engineering contract can be completed for a total of \$65,000 and done so that a proposal can go forth to voters in 2015.

There was discussion about the detour of water and dewatering the area for the period of construction when that will be necessary. Tatem said they are fairly confident they will not need any permanent easements. They may need temporary easements for dewatering.

With the Town able to get 80% of the design engineering money back potentially in the Town's fiscal 2015, it is possible that the Town could include a Warrant Article for 2015 for the Town's share of all the balance of engineering and construction costs, showing all the revenues, and make the project a next tax impact of between \$25,000 and \$50,000 if the timing can all be worked out. This would make the bridge a much more "affordable" project if it can be done in one year to get the State money back in a timely fashion as well.

At 7:30 pm Tatem and LaBranche left the meeting.

There was continued discussion about the funding mechanisms for important things the Town needs, including the fire truck that has failed the past several years. Deputy Fire Chief Nichols discussed the fact that Tank 1 is leaking and kept empty at the present time. He said that the Kubota is running hot and they are looking into the possible issues.

Holmes Sr said he thought that the Fire Department should pursue a conventional cab tanker similar to Atkinson and Hampstead trucks that he had seen recently. There was also discussion about budget items and things that need to be done at the Safety Complex for maintenance.

Nichols left the meeting at 7:45 pm.

Pitkin then discussed the paving contract from Brox with Selectmen. From several weeks ago, this was the lowest quote and Pitkin has had them redo it for the money within the Town's budget. If there is anything left, they will shim over on North Road in the worst areas. Pitkin said that he does not have enough money in the budget to do the overlay of Sandown Road.

Cordes moved to sign an agreement with Brox for the season's paving work not to exceed \$110,000 to be done in coordination with the Road Agent. Holmes Sr seconded and the vote was approved 2-0.

Board members and Pitkin discussed a walk through at the highway shed for 6:30 pm on Tuesday evening July 1, 2014. The Board reviewed the invoice that Wayne Copp presented this evening for payment. It includes \$1,000 that the Town has questioned for concrete heating, which was not done. Removing that \$1,000, Cordes moved to get a check ready for \$18,380.00 to be released next Wednesday if the walk-through is satisfactory. Holmes Sr seconded and the vote was approved 2-0. The meeting will be posted and Selectman Hunter will be advised of the date and time.

6:45 pm Public Input - none

7:00 pm Department Heads - none

VI. OLD BUSINESS

1. Selectmen discussed follow-up information to the Strategic Planning Committee's visit with the Board on June 12th. They reviewed a memorandum and signed it to the Committee with the Selectmen's input as a Board to the first two questions in the survey
 - a. Name the top two things the School District is doing really well.
 - b. Name the top two or three challenges facing the School District that you would like to see addressed.

The Committee would also like the Selectmen to do the survey as individual residents of the community.

2. Selectmen reviewed a request from Stacy Phillips for an extension to July 31, 2014 to complete swale and drainage work at 77 South Road because she is now in the process of obtaining approvals to replace her septic system and wants the contractor to do the work when he fixes the septic system. The Board discussed the project and does not want to consider another extension and asked to have her in as soon as possible.

3. Follow up on status of these items:

a. Carlson updated the Board on all residents in payment arrangements (formal or otherwise) and meeting deadlines as earlier discussed.

b. The Board asked for an update on the Treasurer's availability concerns. The Treasurer has been back to work on a limited basis. The Clerk Collector or the Deputy are currently making all of their own deposits, as well as some for the Treasurer, and the Deputy Treasurer has some availability to make Town deposits.

c. There was discussion about closing out the 250th expenditures. The only remaining item is the \$2,000 for pageant recipients which will be awarded in another calendar year when the girls are ready to attend college. This could stay in the Town Expendable Trust Fund or be transferred to the Trustees of Trust Funds.

d. There was discussion about the leaking fire truck and moving ahead to fix problems and be positive about the things we need to do. Selectmen asked about pricing for the poly tank replacement to fix the tanker. There needs to be additional public information and education about the Fire Rescue Department's needs for fire apparatus to get a truck passed in 2015.

4. The Summer meeting schedule was reviewed. The Board discussed an approval process for the weeks during Summer 2014 when there is not a Board meeting to get the payroll processed. Motion was made by Cordes and seconded by Holmes Sr that any one Selectman and the Town Administrator can approve the payroll manifest. The manifests will be presented for signature at the next regular Board meeting. The vote was approved 2-0.

5. Selectmen discussed the bus schedule for summer camp. The Director needs to submit the alternative price quotes he got.

VII. NEW BUSINESS

1. Selectmen reviewed the accounts payable manifest \$85,995.00 for the current week dated 27 June 2014. Motion was made by Cordes to approve the manifest. Holmes Sr seconded and the vote was approved 2-0.

2. Selectmen reviewed bills and invoices for payment.

3. Selectmen reviewed the folder of incoming correspondence and reviewed and signed outgoing correspondence to the Fremont Strategic Planning Committee to follow-up the meeting of June 12, 2014.

4. Carlson reviewed with the Board a request from Waste Management to maintain Monday – Friday pickup even on holiday weeks (IE: there would be no delays in a holiday week, aside from Thanksgiving and Christmas). Selectmen asked if they really would collect on New Year's Day, thinking that is unrealistic. The Board was not opposed to the change, but would like a defined list of on versus off holidays.

5. Selectmen opened the three oil bids received by the deadline in response to the 2014-2015 request for proposals. This included:

Buxton Oil Company	\$3.319 locked in, downside protection at 25 cents/gallon
Hartmann Oil Co	\$3.345 capped with downside protection
Palmer Gas/Ermer Oil	\$3.639 fixed price and \$3.889 fixed to include downside protection

Full details of the bids are on file at the Selectmen's Office. Selectmen had questions about a couple of the details in the Buxton quote and asked Carlson to follow-up. The information will be presented to the SAU Office for the School Board's consideration.

Cordes moved that the Board of Selectmen authorize Carlson to contract with a vendor with the best responsible pricing for the Town. Holmes Sr seconded and the vote was approved 2-0.

6. Selectmen signed two deeds for sale of lots in the Leavitt Cemetery. This includes Lot 11 Section A and Lot 12 Section A to Paul Pratt Sr.

7. Selectmen reviewed and approved an Intent to Cut for parcel 01-083 at 203 Scribner Road owned by Martin Generous and Cynthia Crane.

8. Yield Tax Warrants reviewed and signed for presentation to the Tax Collector:

- a. parcel 06-047.001.001 owned by John Mullen at 117 Tavern Road \$774.83
- b. parcel 03-168 owned by Anne Sloan backland on the Exeter Rive \$1,384.66

9. Selectmen reviewed recommendations from MRI based on the recommendation of George Sansoucy, the Town's Utility Assessor for 2013 abatements as follows:

- a. parcel 07-996 FairPoint Communications Inc
- b. parcel 07-998 NH Electric Cooperative Inc
- c. parcel 07-999 Public Service Company of NH

Sansoucy stated in his letter that the documentation and backup detail as requested has not been produced by the companies and therefore recommends denial. MRI concurred with this and wrote decision forms accordingly. Motion was made by Cordes to deny abatements for the three utilities listed above based on the Assessor's recommendations. Holmes Sr seconded and the vote was approved 2-0.

10. The Copp 2012 BTLA appeal will be heard in July. Carlson will attend with the Town's Assessor Joe Lessard from MRI.

11. Selectmen reviewed a request from Chief Twiss for the Board to accept a TV from Walmart for use in the Police Department for media training and the Ellis School's security cameras once that system is on line. Carlson advised that she and Chief Twiss could not find any conflicting Town Policy to this donation. Cordes moved that the Selectmen accept this donation from Walmart for the Fremont Police Department based on no quid pro quo associated with it, and no Town policy conflict with such a donation. Holmes Sr seconded and the vote was approved 2-0.

12. The Board asked Carlson to have a letter sent out to NHDOT regarding the unsafe condition of Beede Hill Road, including a large pot hole and washed out shoulders at pavement edge in several locations.

13. Selectmen reviewed a list of individuals who the Board of Selectmen individually supervise, to include the Town Administrator, Fire Chief, and Police Chief. The Town Administrator is responsible for the Selectmen's Clerk, Land Use AA, Building Inspector, and maintenance position. The Road Agent is

responsible for one FT and two PT staff members; the Police Chief for members of the Police Department; and the Town Clerk Tax Collector for their Deputy/clerical position. There was discussion about the process to get performance evaluations completed shortly.

14. Selectmen discussed their interest in doing an updated RFP for electricity supply. The current contract runs out at the end of this year. The Board is interested in doing another RFP. Carlson will refresh the existing RFP and Cordes will contact Bob Larson for the names of companies and other updated data for the proposal.

15. Selectmen also discussed options for the Town Hall heating system replacement. Something needs to be done about this sooner than later given only one working furnace in the Town Hall. There was discussion about the current conditions, funding options and a possible design-build process.

16. Building Inspector mail items:

a. Selectmen reviewed a draft letter that the BI had prepared to Jeremy Lennon. Selectmen made some suggestions to the letter and indicated it should be sent to the owner of the property and state that a Certificate of Occupancy is necessary immediately if the home is occupied.

b. Current reports of activity were reviewed.

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

The next regular Board meeting will be held on Thursday July 10, 2014 at 6:00 pm. The meeting will include consultation with legal counsel, and a meeting with the cable television volunteers.

IX. ADJOURNMENT At 9:25 pm motion was made by Holmes Sr to adjourn the meeting. Cordes seconded and the vote was unanimously approved 2-0.

Respectfully submitted,

Heidi Carlson
Town Administrator