

I. CALL TO ORDER at 6:12 pm. Present were Selectmen Brett Hunter, Gene Cordes, and Leon Holmes Sr; and Town Administrator Heidi Carlson.

II. ANNOUNCEMENTS

The Town's Halloween party, sponsored by the Parks & Recreation Commission will be held on Friday October 24th at 6:00 pm at Ellis School.

Fremont Trick or Treat will be held on Friday October 31, 2014 from 5:00 to 8:00 pm.

The Annual Grassdrag event will take place this weekend at Peterson's Farm on Martin Road.

Town Offices are open normal hours on Monday October 13, 2014 and there are no delays in trash and recycling collections.

III. LIAISON REPORTS

10/08/2014 Budget Committee: Cordes briefed the Board on many topics of discussion from the meeting. This included their passage of the Selectmen's recommended budgets for Police, Highway, Fire Rescue, Emergency Management, Personnel Administration, and Revaluation of Property.

With regard to the Highway Department budget, the Committee reallocated the Road Agent salary in the same amount as 2014, \$4,200; and returned summer equipment hire to its original level of \$25,000. The Committee wants to see the proposed change to the salary proposed via Warrant Article, which the Board discussed adding to the Warrant.

Selectmen further discussed changes to the Road Agent job description to make it a purely administrative position, with no intended need for any candidate to have their own equipment.

The Board decided to include a Warrant Article for authorization of the proposed Road Agent salary increase. The Board discussed having a Deputy or Assistant Road Agent to alleviate some of the concerns expressed by current Road Agent Mark Pitkin, in terms of liability and 24/7 coverage especially in the winter.

There was discussion about the NH Statute and some possible case law regarding the control of the Highway Department.

Further Budget Committee discussion included that of employee wages and the feeling of some Budget Committee members on the importance of making provisions to take care of the employees who work here all year long.

IV. APPROVAL OF MINUTES

Selectmen reviewed minutes for 25 September 2014 and 02 October 2014. Motion was made by Hunter to approve both sets as amended. Cordes seconded and the vote was approved 3-0.

V. SCHEDULED AGENDA ITEMS

6:45 pm Public Input - none

7:00 pm Department Heads - none

At 7:20 pm Fire Rescue Chief Richard Butler came into the Board's meeting. Motion was made by Cordes to enter non-public session to discuss a personnel matter in accord with NH RSA 91-A:3 II (c). Hunter seconded and the roll call vote was unanimously approved 3-0; Hunter – aye; Holmes Sr – aye; Cordes – aye.

At 7:25 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.

Chief Butler advised the Board that the quote on the replacement poly tank for Tank 1 is a couple hundred dollars more than the original quote due to engineering changes. It is expected to be ready in a week or so. Butler indicated the revised quote is \$5,914.44 and will bring in a paper copy for the Town's file.

Cordes moved to increase the Board's approval for the replacement tank to \$5,914.44 to include engineering changes. Hunter seconded and the vote was approved 3-0.

Pete and Juliana Felch came in to the meeting at 7:28 pm.

Chief Butler expressed concern about trails that have been cut across the School District property at the rear of Jackie Bernier Drive. This is a potential trespassing and vandalism problem that he wanted to make the Board aware of. He said there is an increase in activity in this area and suggested that the Police Department and Fremont School District be made aware of it.

At 7:30 pm Chief Butler introduced Fire Rescue Department candidate Peter Felch. He said that Felch met with him to review his application, and has been recommended by the Board of Fire Officers as a probationary member. Chief Butler left the meeting to return to the Grassdrag site.

At 7:35 pm motion was made by Hunter to enter non-public session pursuant to NH RSA 91-A:3 II (c) to discuss a personnel matter. Holmes Sr seconded and the vote was approved 3-0 following a roll call vote; Hunter – aye, Cordes – aye, Holmes Sr – aye.

Motion was made by Hunter to seal the minutes of this non-public session indefinitely. Cordes seconded and the roll call vote was unanimously approved 3-0; Hunter – aye, Cordes – aye, Holmes Sr – aye.

Motion was made by Hunter to return to public session at 7:55 pm. Cordes seconded and the roll call vote was unanimously approved 3-0; Hunter – aye, Cordes – aye, Holmes Sr – aye.

Hunter moved to appoint Peter Felch as a member of the Fremont Fire Rescue Department in accordance with the Department's probationary practice. Holmes Sr seconded and the vote was approved 3-0.

The Felchs left the meeting at 8:05 pm.

VI. OLD BUSINESS

1. Selectmen reviewed and signed a letter to the Trustees of Trust Funds for withdrawal of \$3,775.41 from Highway Building Capital Reserve Fund to cover invoices related to highway shed construction/building needs.

2. Selectmen discussed upcoming Holiday Schedules. Town Offices will be closed on Thursday and Friday November 27 and 28, 2014 for Thanksgiving. The Board will meet in a work session on Monday November 24, 2014. During the Christmas week, the Board will not hold a regular meeting. The office

will be open long hours on Monday and Tuesday December 22 and 23. Town Holiday includes December 24 and 25. The Town Clerk is closed on Friday December 26, and the Board decided not to open the Selectmen's Office on that Friday morning. Any staff not working on Friday December 26th must use vacation time (part-time not paid) if they are not planning to work. During the New Years week, the Town Clerk is closing early on New Year's Eve, and the Selectmen's Office is open all normal hours, except closed on New Years Day.

3. Selectmen discussed the Highway Building Open House. It was decided to hold it on Thursday October 30, 2014 at 5:00 pm. The Board's meeting will be posted early for the evening and will continue after the Open House back at the Town Hall.

4. Important Meeting Dates ahead:

Deliberative Sessions: School District Deliberative Session will be held Saturday January 31, 2015 at 9:00 am. Snow date: Tuesday February 3, 2015 at 7:00 pm.

Town Deliberative Session will be held Monday February 2, 2105 at 7:00 pm. Snow date: Wednesday February 4, 2015 at 7:00 pm. Deliberative Sessions will be held in the gymnasium at Ellis School.

Budget Committee meetings scheduled: The Fremont Budget Committee will meet on the following Wednesday evenings at 7:00 pm for review and discussion of the School District Budget and completion of the Town budget and Warrant Articles:

October 22, 2014
November 12, 2014
November 19, 2014
December 3, 2014
December 10, 2014
December 17, 2014

These meetings will be held at the Fremont Town Hall in the Main Floor Meeting Room; 295 Main Street, Fremont NH.

Public Budget Hearing: For final review of the Town 2015 and School District 2015-2016 fiscal year budgets will take place on Tuesday January 13, 2015 at 7:00 pm. The snow date for this hearing is Wednesday January 14, 2015 at 7:00 pm.

VII. NEW BUSINESS

1. Selectmen reviewed the payroll manifest \$20,467.05 and accounts payable manifest \$1,533,464.87 for the current week dated 10 October 2014. Motion was made by Cordes to approve the manifests. Holmes Sr 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.
4. Carlson reviewed with Selectmen some discussion issues for State of NH interface with the Town of Fremont based on a conversation with Representative candidate Schlachman of Exeter. This included funding adequately NH education, the economy, and utility valuation and taxation.

5. Veteran's Open House is scheduled for Tuesday November 11, 2014 at the Town Hall. Hunter is unavailable at 5:00 pm that day, and either Cordes or Holmes Sr will do the Selectmen's Welcome portion of the program.

6. Carlson reviewed with the Board a request from the Fremont PTA, through member Jenn Brown, to install a crosswalk between Fremont Pizzeria (school overflow parking lot) and Ellis School. The PTA has been awarded some grant money from the "Fire Up Your Feet" program for Safe Routes to School, through National PTA. The process of having a crosswalk installed on Route 107 requires a letter of support from the Board of Selectmen. The guidelines set forth include:

6.1.1 New crosswalks on state maintained roads will be considered by the Department upon receipt of a descriptive request from the local governing body. Direct said request to:

*CROSSWALK REQUEST
NHDOT, Bureau of Traffic
P.O. Box 483, 220 Sheep Davis Road
Concord, NH 03302-0483*

6.1.2 Maintenance of crosswalks will be the responsibility of the municipality, except at signalized intersections, where they are maintained by the State. Maintenance refers to a program of pavement marking maintenance in conformance with the MUTCD.

6.1.3 Access to crosswalk shall be maintained year round. For the purpose of this guideline, year round access is considered to refer to winter snow removal at approach to crosswalk location.

The Board felt they could support a letter making the request, but would need to have documentation from the School Board of the following items:

1. That the parking lot is plowed by the Owner or by the School,
2. The relationship between Ellis School and the parking lot across the street (owned by Fremont Pizzeria) and if the School has authorized use of the area, what is are the maintenance arrangements for the parking lot, and
3. That access to the crosswalk on the school side will also be maintained (all-season).

There was also discussion about maintenance of the striping, if NH DOT will repaint the area in a couple of years. If not, the Selectmen would like to know that the School District (or future PTA grant) would also take care of that maintenance item. The Board will revisit the topic after Ms Brown meets with the School Board next week.

7. Hunter moved to approve the sale of lot 15 in the Leavitt Cemetery to Henry Letourneau Jr and execute the deed. Cordes seconded and the vote was approved 3-0.

8. Budgets: Selectmen further discussed the possibility of wages for Town employees (non-uniformed). There has been discussion at the Budget Committee level about the fairness of providing raises to all employees. Selectmen are still completing evaluations related to the balance of funds are left in the wage line for 2014, and will work on these again next week, once making a determination on what form to use for the final format.

Approved 10/16/2014

Selectmen discussed the proposal from Library Trustees for a Library Expendable Trust Fund to be funded in the amount of \$3,500.

There was further discussion about the Fire Truck \$470,455 Warrant Article, and whether to make it a one time increase in the tax rate, versus a bond issue, which has been attempted several times unsuccessfully.

Selectmen reviewed a proposal for Mosquito Control in the amount of \$49,550 for 2014 which is unchanged from the past three years contracts.

An updated expense report showing all recommendations made to date was distributed to Board members. The Board would still like to consider including raises in the 2015 budget.

9. Carlson reviewed with the Board a request from the Library Trustees to post a 10 hour per week, \$10 per hour cleaning position for the Library. They would like John Millett to continue with all the outdoor (lawn, snow removal) work and do the major maintenance items, but would like to hire someone for just cleaning bathrooms, general cleaning, and vacuuming. They are working on a job description and will have the position report to the Trustees.

10. Carlson discussed with the Board the Black Rocks Village / History of Fremont sign that the 250th Committee is currently having made. It is a two-sided sign that has historical information on both sides. Matthew Thomas was at the Town Hall today to discuss having the Board help with a final location and is leaning toward the front lawn of the Town Hall, so that people could safely pull in to read it. He looked at the Historic Museum and the Black Rocks "park" at the edge of Route 107 and does not feel either is the best location. Selectmen were asked to consider this in the coming weeks prior to the sign arriving.

11. Selectmen reviewed and approved Cemetery budget line item transfers. The Board discussed the process of "transfers" and how the current Budget Committee members view the process of moving money. Selectmen do not move money from the budgeted line item, and the transfer form is the through process behind a Department Head allocating funding from another location. The Town shows lines overspent so that it is clear where money actually went, and helps to plan in future years.

VIII. NON-PUBLIC SESSION NH RSA 91-A - as above.

The next regular Board meeting will be a work session, to be held on Thursday October 16, 2014 at 6:00 pm.

IX. ADJOURNMENT - At 9:30 pm, Cordes moved to adjourn the meeting. Hunter seconded and the vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson
Town Administrator