

I. CALL TO ORDER at 6:05 pm in the basement meeting room at the Fremont Town Hall. Present were Selectmen Brett Hunter, Gene Cordes, and Leon Holmes Sr; and Town Administrator Heidi Carlson.

II. ANNOUNCEMENTS

1. The Wreath's Across America Ceremony will be held at the Fremont Town Hall at 12 noon on Saturday December 13, 2014.
2. A SRRDD 53-B meeting will be held at 6:30 pm on Wednesday December 17, 2014 in Rye. Carlson will attend this meeting.

III. LIAISON REPORTS

12/10/2014 Budget Committee – Cordes and Holmes Sr said there was continued discussion about the School District budget, which is still being reviewed. Next week will continue with the School review and the final Town information will be presented. The Public Hearing will be held on Tuesday January 13, 2015 with a snow date of January 14, 2015. The Public Hearing notice was sent for publication in the Union Leader on December 30, 2014.

IV. APPROVAL OF MINUTES

Selectmen reviewed the minutes of 04 December 2014. Motion was made by Cordes to accept the minutes with a couple of typographical errors corrected. Hunter seconded and the vote was unanimously approved 3-0.

V. SCHEDULED AGENDA ITEMS

At 6:45 pm Françoise “Fran” Armstrong met with the Board regarding her interest in the 53B Representative position. She said she just moved to Whittier Drive, and described her interaction in Nottingham's recycling program many years ago and in Londonderry for 28 years. She said she wants to get back involved in recycling efforts now that she has settled in Fremont.

Cordes described how the District has evolved over time and what towns have been involved in recent years. She said she is looking to get back involved and feels that she could be effective in this role given her past experiences.

Cordes moved to appoint Fran Armstrong as the Town's representative to SRRDD 53-B. Hunter seconded and the vote was unanimously approved 3-0. Armstrong will plan to attend next week's meeting with Carlson.

Armstrong left the meeting at 7:00 pm.

Fire Chief Richard Butler came in to the Board's meeting at this time. The Board talked with Butler about his performance evaluation for the prior year. Butler will take the evaluation and review it further and come back to the Board next week with any comments he has.

Butler discussed with the Board the potential to repair the existing Complex generator. He will call Mahoney to see if they will come and look at it for a repair price. When Carlson returned to the meeting, she advised that Power Up had been out on site Wednesday and was working on a repair estimate as well.

Deputy Chief Nichols submitted an email for the Board's consideration regarding the Points Plan and one member who was missed due to his current status, and an incorrect box checked within the FireHouse reporting system. The status of probationary members was reviewed, and found to be in order that Steve Shea received points from his start date for the one year period. He is currently testing to become certified as an EMT. The Board confirmed that he should be paid out of the Fire Rescue budget, even though the points line was spent. There is some overage in the LOSAP portion, allowing for funding to pay Shea his rightful points sum of \$918. The Board approved this being done with the next regular payroll processing.

Chief Butler asked about a purchase order to commit remaining operating 2014 funds in a radio purchase order. The Board said they are still planning to do so, but are waiting until we are closer to year end and having a firm handle on operating budget status.

Butler left the meeting at 7:55 pm

VI. OLD BUSINESS

1. In follow-up to discussion last week, Selectmen considered interest abatement on parcel 03-002.002.05B for hardship. Motion was made by Cordes to approve an interest abatement in the amount of \$571.31 based on the fact that the principal is paid, and that the owner pay the balance of \$285.65 due in interest by January 1, 2015, and further plan to meet with the Board of Selectmen in January 2015 to determine a monthly payment plan. Hunter seconded and the vote was unanimously approved 3-0. The abatement form was signed.
2. Carlson provided a tax deed property update, which only includes one property at this time. The owner made a payment yesterday and submitted a letter to the Board to review his current hardship situation. Selectmen asked to meet with the owner sometime in January to review his particular situation.
3. Cordes reviewed a discussion that he had recently with a representative regarding solar options at the Highway site. The Board asked for him to be scheduled sometime in January to further discuss the options.
4. A spreadsheet of the HVAC engineering proposals has been put together both by Cordes and Building Inspector Bob Meade. The Board asked for the references of the low bidder (Integrated Engineered Systems Inc of Auburn NH). This will be further reviewed and discussed in the coming weeks. The Board is planning to encumber the funds needed to complete this work.
5. After review over the past week, motion was made by Cordes to accept the recertification/revaluation proposal from Vision Appraisal in the amount of \$39,500. Hunter seconded and the vote was unanimously approved. Vision will be notified to prepare a contract for submission and review by DRA.
6. Selectmen reviewed the Nicolaisen Intent to Cut on parcels 01-023, 01-028, 01-029. The document has now been signed by both owners, and was ready for approval with the Board.
7. Selectmen discussed the 2015 Warrant. The Board had concerns about the vague language of the Recreation Revolving Fund and would prefer that it be specific to the Miss Fremont program and also be sure we can put donations in it. More research will be done on this article.

There is not yet a letter in hand from the NH DOT regarding the Martin Road Bridge and Bridge Aid money which may be available sooner than the 2020 State fiscal year. The Board discussed the meeting held this summer with Stantec and the possibility that the Town could recover funding earlier than

originally planned in the Bridge Aid project funding, meaning that engineering and construction costs may be recovered in the same fiscal year (Town's calendar year) making the construction less of a tax impact for Fremont voters. The Board did not want to take any action without all of the written documentation and actual cost estimate for construction on hand.

8. Selectmen reviewed the detailed budget updates for presentation to the Budget Committee at their next meeting. This included:

Budget details on changes:

4130 Executive

- Wages for Town Administrator and Selectmen's Clerk updated to reflect a 2% increase proposed to begin 04/01/2015.
- 2014 final payouts based on partial year of increase.
- New total 2015 requested budget \$99,739.

4140 Town Clerk Tax Collector

- Hourly wage for TCX Clerical Assistant proposed increased by 2% beginning 04/01/2015.
- New total 2015 requested budget \$60,188.

4155 Personnel Administration

- Workers Compensation Premium higher than originally submitted to BC.
- FICA and Medicare updated to reflect actual numbers from 2014 budget reallocation and for 2% increases proposed for 2015.
- NHRS - adjusted for current actual and State rate.
- Retirement Other - adjusted for wage increase for the 3 non-police full-time employees (using a 2% increase in wages)
- **The net here is slightly lower than already recommended by the Budget Committee.
- New total 2015 requested budget \$275,414.

4191 Planning & Zoning

- Clerical wage adjusted to allow for 2% wage increase as of 04/01/2015.

4194 Government Buildings

- Maintenance wages adjusted to allow for 2% wage increase as of 04/01/2015.
- New total 2015 requested budget \$39,331.

4210 Police Department

- Clerical wage adjusted to allow for 2% wage increase as of 04/01/2015.
- Police Chief wages separated out per Budget Committee request (into individual line item). This will be shown beginning January 1, 2015.
- New total 2015 requested budget \$486,972.

4240 Building Inspection

- Wage adjusted to allow for 2% wage increase as of 04/01/2015.
- New total 2015 requested budget \$34,771.

4312 Highway Department

- FT wage adjusted to allow for 2% wage increase as of 04/01/2015.
- PT Summer wage adjusted to \$15 per hour to be consistent with other seasonal highway laborers.
- PT Winter wage adjusted to allow for 2% wage increase as of 04/01/2015.

- New total 2015 requested budget \$402,470.

4414 Animal Control

- Wage adjusted to allow for 2% wage increase as of 04/01/2015.
- New total 2015 requested budget \$9,920.

4445 Vendor Payments

- Vendor requests submitted. Selectmen's recommendation totals \$26,154.

The Board's new 2015 budget recommendations include changes of a 2% pay increase for the new year as well. Not all budgets were adjusted, given the funding already recommended within them, being reorganized.

Carlson reviewed the upcoming change for a recycling compost bin sale. The Board did not want to add funds to the budget at this time and suggested collaborating with the Garden Club for the endeavor in 2015.

Selectmen discussed the building winter maintenance schedule and how this is being accomplished.

9. The Town was notified on Wednesday that the 4th quarter Library water test showed some bacteria. This is likely due to the fact that the chlorination system needs to be refreshed, and this information was never provided to the Town when the system was installed. The chlorine had been updated mid-day on Wednesday when the annual nitrite/nitrate test was taken for submission. Additional testing is now required for December 2014 and January 2015. The December repeat tests were taken on Wednesday night. The Library Trustees have also been advised.

10. The Library roof repairs did not take place on Monday as scheduled due to cold weather. The new rubber roofing membrane cannot be laid down in extreme cold temperatures. The lift is on site and KTM is planning to get the work done as soon as weather conditions permit. The rain this week did not result in any additional leakage as yet.

VII. NEW BUSINESS

1. Selectmen reviewed and approved a payroll manifest in the amount of \$1,979.18 and accounts payable manifest in the amount of \$562,698.17 for the current week dated 12 December 2014.

2. Selectmen reviewed bills and invoices for payment next week.

3. Selectmen reviewed the folder of incoming correspondence; and reviewed and signed outgoing correspondence to employees regarding performance evaluations.

4. Selectmen reviewed a request from the Planning Board for a Beede Spaulding bond reduction request. Additional information was needed and it will be tabled until next week.

5. Carlson passed on compliments from Mark Marino of Cavil Mill Road regarding the hard work done by Fremont snow removal crews this winter. In particular today he noted that many other towns this morning were in terrible condition, and Fremont roads were in great shape early on for commuters. He wanted the Board and the Highway Crews to know.

6. Meredith Bolduc has indicated that she is looking to cut back on a night meeting and has decided to step back from the Conservation Commission clerical duties to include the monthly meeting and minute

preparation. She has talked with the Commission about this, and the goal moving forward would be to find someone to attend meetings and do the minutes. The records will all remain in the Land Use Office accessible to the public whenever it is open. Bolduc feels that this will reduce her workload by an hour or two per week, which would fund a clerical option.

This led to discussion about the Budget Committee's reduction of that operating budget to zero. Selectmen felt that this work needs to be done, and if needed, some allocation of clerical wages will be separated to track the costs.

7. Selectmen opened the one FCTV proposal received by the due date on the cable studio design. This was from Access AV in Concord NH. This is going to be reviewed by the Committee with a recommendation and be brought back to the Board.

8. Selectmen approved FCTV proposals (lowest prices for four separate components) to replace a bad computer used for the bulletin board. The Board does want the Town's old hard drive and CPU to remain at the Town Hall for proper disposal.

VIII. NON-PUBLIC SESSION NH RSA 91-A

The next regular Board meeting will be a work session, to be held on Thursday December 18, 2014 at 6:00 pm.

IX. ADJOURNMENT – At 9:15 pm motion was made by Hunter to adjourn the meeting. Holmes Sr seconded and the vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson
Town Administrator