

Approved 01/08/2015

I. CALL TO ORDER at 6:10 pm in the basement meeting room at the Fremont Town Hall. Present were Selectmen Brett Hunter and Gene Cordes; and Town Administrator Heidi Carlson.

II. ANNOUNCEMENTS

Town Offices will be closed on Thursday January 1, 2015 for New Years Day. Some offices are closing early on Wednesday evening as well.

The next Budget Committee meeting is Wednesday January 7, 2015 in preparation for the public hearing, which will be held on Tuesday January 13, 2015. The snow date, or holdover night, if needed, is Wednesday January 14, 2015. Any petition warrant articles are also due by noon on Tuesday January 13, 2015.

III. LIAISON REPORTS - None**IV. APPROVAL OF MINUTES**

Selectmen reviewed the minutes of 11 December 2014 and 18 December 2014. Cordes moved to accept both sets of minutes with some typographical errors corrected. Hunter seconded and the vote was approved 2-0.

V. SCHEDULED AGENDA ITEMS

6:45 pm Public Input - none

7:00 pm Department Heads

Police Chief Jon Twiss came in to the meeting at 7:00 pm. There was a discussion about the trespass and shooting problems occurring on Shirkin Road. This has been an increasing problem. The Police Department is working with neighboring landowners to refresh files, and any person found on private property in this area will be given a warning and told to leave, and the next time they are found in the area, they will be arrested for trespassing.

The Chief's recommendation is to have all of the no trespassing letters refreshed from all of the property owners, as well as sharing with property owners, the Town's growing concern about trash, fires, and other illegal activity occurring in the woods and roadway. Chief Butler has been contacted and will also be part of the decision-making process due to the access for emergency fire and EMS equipment.

One of the neighbors had asked for time on a Selectmen's agenda coming up in January, and this will be scheduled after the public hearings are completed nearing the end of January. This evening by phone, Mark Pitkin, as a private citizen, made a verbal request to do work on Shirkin Road so that emergency vehicles could get in. The Board is not opposed to this, but Chief Twiss thinks it needs to wait until progress is made on the gating issue or else access will increase if the road is more passable.

Several vehicles have been stuck out there requiring tow trucks to have them removed. Parking within any part of the roadway is subject to towing as well. There were several gate options discussed and it will be a matter of what the neighbors are willing to support as the Town cannot undertake regular maintenance on a Class VI roadway.

At 7:30 pm Chairman Hunter opened the Fee Schedule Public Hearing. Present were Selectmen Hunter and Cordes; Carlson and Twiss. Cordes read aloud the Notice of Public Hearing and schedule of changes:

**TOWN OF FREMONT
FEE SCHEDULE PUBLIC HEARING**

The Public is invited to attend a public hearing held by the Board of Selectmen on December 30, 2014 at 7:30 pm at the Fremont Town Hall, basement meeting room, 295 Main Street in Fremont NH. The hearing will discuss the following changes to the Town's Fee Schedule:

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| CREMATION CEMETERY BURIAL | \$250.00 |
| FULL CEMETERY BURIAL | As per fee schedule of Contractor C Hayes Charles G Hayes Jr 57 Hayes Park Exeter NH 03833 |
| Traditional Opening | \$650.00 |
| Winter Fee (Dec 1 – April 1) | \$175.00 additional |
| Cremation (if not done by Town Staff) | \$280.00 |
| With vault or box | \$100.00 additional |
| Winter Fee (Dec 1 – April 1) | \$100.00 additional |
| Infant Grave | \$250.00 |
| Winter Fee (Dec 1 - April 1) | \$100.00 additional |
| Child Grave (with vault) | \$650.00 |
| Winter Fee (Dec 1 – April 1) | \$175.00 additional |

PLEASE NOTE: Some cemeteries may have additional fees

SURCHARGES:

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|---|-------------------------|
| Double Depth | \$200.00 additional |
| (Due to dangerous or bad location, some double depths may be denied) | |
| Saturdays | \$50.00 additional |
| Holidays & Sundays | \$500.00 additional |
| New Year's Day, Martin Luther King Day, Presidents Day, Easter Sunday (double), Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, Christmas Day | |
| Funeral Services starting 2-4 pm | \$100.00 additional |
| Beyond 4 pm | \$50.00/hour additional |
| Complication Fees: | To be determined |
| Example: Walls, Foundations, Benches, Monuments, Shrubs, Ledge, etc. | |

In general, the Town of Fremont does not do winter burials (December through April).

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| DUPLICATE TAX BILL FEE | \$2.00 |
| TAX DEED LIST | \$5.00 plus \$1.00 per page beyond first page |
| ROADWAY EXCAVATION PERMIT | \$100 per excavation To do road crossing, ROW trenching, etc |
| POLICE DETAILS | \$63.00 per hour / officer and cruiser \$53.00 per hour / officer only |
| AFTER THE FACT BUILDING PERMIT | Second offense \$200.00 Third offense \$300.00 etc |
| SIMPLE MECHANICAL PERMIT | \$35.00 to cover gas line to cook top, oven or dryer only (one inspection only) |

Anyone unable to attend the hearing who wishes to submit comments should do so no later than 12 noon on December 30, 2014 in person, by mail, or email to FremontTA@comcast.net. The public is welcome to attend the hearing.

It is noted for the record that the notice of Public Hearing was published in the Union Leader on December 15, 2014. Chief Twiss described the new police detail rate schedule and current status of police details. The new detail rate covers \$38 for the officer's hourly rate, \$15 to cover the Town's administrative costs (FICA, Medicare, NH Retirement, worker's compensation, liability insurance, etc); and \$10 for the cruiser (if applicable).

There was discussion about the Hayes schedule for cemetery burial costs. The Town is currently using Hayes for burials, and the resident pays him directly for needed services in Fremont Cemeteries. In general the Town handles cremations, done byTown staff.

With no further discussion and no public comment (in person or submitted in writing), Cordes moved to adopt the revised fee schedule effective immediately. Hunter seconded and the vote was unanimously approved 2-0.

VI. OLD BUSINESS

1. Selectmen reviewed the accounts payable manifest dated 12/22/2014 in the amount of \$525,642.76 that was reviewed by Chairman Hunter and TA Carlson pursuant to the vote of 12/18/2014. Cordes moved to approve this manifest as presented. Hunter seconded and the vote was unanimously approved 2-0.

2. Selectmen reviewed the references received for Integrated Engineered Systems, who is the low bidder for the HVAC engineering proposals. References were positive, and the cost for the services as outlined is \$6,450. With all information in order, Cordes moved to accept the proposal from Integrated Engineered Systems Inc in the amount of \$6,450 and have Chairman Hunter sign the proposal, encumbering the necessary funds to complete this work. Hunter seconded and the vote was unanimously approved 2-0.

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3. Selectmen reviewed and approved several Purchase Orders including \$28,568 for the Fire Rescue radio purchase. The Board reviewed the 2014 budget expenditures to date. Motion was made by Cordes to encumber up to \$2,900 for the repair work needed on the south chimney at the Library pursuant to the quote from KTM Properties for this work. Hunter seconded and the vote was unanimously approved 2-0. Selectmen also discussed paying the balance due on the cruiser. Other bills and projects currently in progress that will be paid from 2014 funds include the fire panel connection work at the Fremont Safety Complex (Fire Alarm & Safety Technologies – connection to fire panel; and Economy Monitoring - programming); tires for the backhoe (Stratham Tire); and completion of the head gasket repair on the backhoe (TRH Heavy Equipment Repair).
4. An updated 2015 Warrant and budget report was sent out to the Budget Committee 12/23/2014. Additionally information from questions posed at the meeting of December 17th was distributed for review to be discussed at the next meeting.
5. The Library north roof repairs were done on Friday December 19, 2014 at less cost than originally anticipated. None of the plywood needed to be replaced. The total invoice was \$2,155.00 and was paid in the manifest dated 12/29/2014.
6. Selectmen discussed the one remaining tax deed status property. A large payment was made today that will pay the principal of 2011 and 2012 and some of the 2013 lien. In accordance with the plan discussed with the landowner, Selectmen decided they would grant a partial interest abatement for the two years which have completely paid principal amounts based on hardship. Motion was made by Cordes to abate \$1,942.99 in 2011 property tax lien interest, which is a portion of the interest due, based on payment of the lien principal in full, on parcel 03-169.006. Hunter seconded and the vote was unanimously approved 2-0. Motion was then made by Cordes to abate \$970.50 in 2012 property tax lien interest, which is a portion of the interest due, based on payment of the lien principal in full, on parcel 03-169.006. Hunter seconded and the vote was unanimously approved 2-0. Selectmen still want to meet with the homeowner in January 2015 as previously discussed.

VII. NEW BUSINESS

1. Selectmen reviewed the payroll manifest \$20,636.71 dated 31 December 2014 and accounts payable manifest \$44,225.22 dated 29 December 2014. Motion was made by Cordes to approve these manifests. Hunter seconded and the vote was approved 2-0.
2. Selectmen reviewed and approved bills and invoices for payment.
3. Selectmen reviewed the folder of incoming correspondence. Members reviewed and signed outgoing correspondence to Trustees of Trust Funds requesting disbursement from the Bridge Capital Reserve Fund in the amount of \$6,590.21 for payment of invoice # 855796 from Stantec for work to date.
4. Sue Perry is interested in the Conservation Commission clerical duties and is planning to attend the meeting of January 5th with Meredith Bolduc. This would be done on a contract basis for the time being, similar to the arrangement for Budget Committee minute-taking and preparation.
5. Selectmen discussed a wide variety of topics for the annual Selectmen's Town Report submission. Cordes will work on a draft for review at the next meeting. The Board would like to highlight accomplishments of 2014.
6. Selectmen have reviewed the revaluation contract from Vision. DRA's written comments are pending, but the preliminary email suggests that they are fine with the proposed contract and would only

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additionally recommend a performance bond. This is not required and the Town's ongoing relationship with Vision makes it seem unnecessary from the Town's perspective, and would only add to the cost of the contract price. Cordes moved to accept the proposed contract from Vision Appraisal in the amount of \$39,500 for the Town's 2015 revaluation/recertification. Hunter seconded and the vote was approved 2-0.

7. Selectmen discussed arrangements for review of additional 2014 bills next week so that they can be paid with the January 8th manifest. This is needed to prepare all of the final budget reports prior to the public hearing. Cordes moved to authorize Heidi Carlson and one Selectman to authorize additional 2014 vendor payments next Wednesday evening for payment of 2014 invoices at the next Board meeting. Hunter seconded the motion and it was voted all in favor. It is anticipated that Cordes and Carlson can review the invoices following the Budget Committee meeting on Wednesday January 7, 2015 at the Town Hall.

8. Selectmen reviewed a request from Heidi Carlson to carry over a portion of unused vacation time from 2014 until April 1, 2015. Motion was made by Cordes and seconded by Hunter to allow the carry forward of 44 unused hours through April 1, 2015. The vote was unanimously approved 2-0. Carlson discussed tentative plans for time away in 2015.

9. The January Newsletter was reviewed and approved for posting.

VIII. NON-PUBLIC SESSION NH RSA 91-A

The next regular Board meeting will be a work session, to be held on Thursday January 8, 2015 at 6:00 pm.

IX. ADJOURNMENT – At 9:10 pm motion was made by Hunter to adjourn the meeting. Cordes seconded and the vote was unanimously approved 2-0.

Respectfully submitted,

Heidi Carlson
Town Administrator