

I. CALL TO ORDER at 6:30 pm in the basement meeting room at the Fremont Town Hall. Present were Selectmen Leon Holmes Sr, Gene Cordes, and Brett Hunter; Town Administrator Heidi Carlson. Keith Gagnon and Scott Marsh were also present. All rose for the Pledge of Allegiance.

II. ANNOUNCEMENTS

FCTV Programming February 24 through March 6, 2015
FCTV – Channel 22

Program	SUN	MON	TUES	WEDS	THURS	FRI	SAT
Board of Selectmen	12:00 am and 1:00 pm	1:00 pm	10:00 am and 7:00 pm	2:00 am	7:00 am and 6:30 pm	12:00 am and 7:00 pm	10:00 am
Town Deliberative Session	7:00 pm	12:00 am and 7:00 am	2:00 am		4:00 pm		1:00 pm
School Deliberative Session		6:00 pm	12:00 am	7:00 am	1:00 am	6:00 pm	7:00 pm
Public Budget Hearing	7:00 am		4:00 pm	12:00 am	1:00 pm		4:00 pm
Candidates Night	10:00 am and 6:00 pm		1:00 am and 1:00 pm	6:00 pm	12:00 am and 10:00 am	1:00 pm	7:00 am and 6:00 pm

III. LIAISON REPORTS

02/24/2015 Zoning Board of Adjustment – Holmes said that they reviewed an Equitable Waiver application on Gristmill Road for a house built two feet too close to the front setback; with a deck that is six or seven feet too close. There is a site walk and then they will come back to a future meeting to review it for a final decision.

IV. APPROVAL OF MINUTES

19 February 2015 – tabled until the next meeting.

V. SCHEDULED AGENDA ITEMS

At 6:30 pm Keith Gagnon of NH DRA and Scott Marsh of MRI met with the Board to discuss the 2015 Assessment Review process. Gagnon explained that there was a lot going on in Fremont with regard to assessing in 2015. The process is a review of the entire assessing department. Part of it entails assessing the accuracy of the data on the property record cards; monitoring the revaluation and looking at properties in the field. He explained that a couple of days of the assessment review will be in the office and the rest

is in the field. He will look at sales properties, test for data accuracy and review building permits as part of assessment review. He wanted to make the Board aware that he will be here in Fremont throughout the process. In response to questions, he said he will visit about 35 properties for data accuracy, review somewhere between 20-25 building permit properties and do 12-15 visits to properties that have sold.

He shared the information that is sent out from DRA on a bright yellow postcard. This information will be added to the Town's press release to further discuss this part of the revaluation review process and timeframe. It is likely that most of the field work will be done by Gagnon, but there are a couple of other people in the office who may also help. They will be in marked State cars and will have State issued ID.

Gagnon left a copy of various statutes pertaining to the process for the Board to reference. He also reviewed the cyclical revaluation process, for the Board's future consideration.

With no further questions, Marsh and Gagnon left the meeting at 6:45 pm.

Bob Carr did not come in for his 6:45 pm appointment with the Board.

7:00 pm Department Heads - none

At 7:20 pm Bruce White and Kevin Woods of FCTV met with the Board to discuss the FCTV Policy Manual draft. There was discussion about number of members for the Committee, and it was decided as three. There will also be a representative member from the Selectmen and School Board who are welcomed at every meeting.

There was discussion about nomenclature for the control room and other clarifications for what Fremont has and does not have. Woods said that many of the discussion items from the Committee will normally go through the Town Administrator. There was discussion about how to handle minors, and that if they are to be in any public access recordings, there must be a parental permission or waiver form on file. Public events are considered public and may include children. In general there is no taping of events that happen in school during school hours, but that concerts and other public events are able to be taped and broadcast.

There was discussion about the Board of Selectmen setting a fee for cost of reproduction of DVD's of any meeting or event that may be requested. There was discussion about the ownership of Town events/meetings versus public access presentations which belong to the person who does them.

The Selectmen walked through the updated document discussing changes and indicating that another draft will be reviewed as Woods and White make additional updated in the next couple of weeks.

There was discussion about putting up some additional information on FCTV and the Town's website and Newsletter, with information on how to contact the Committee, how to volunteer and to send comments to FremontCTV@gmail.com regarding issues on broadcasts or follow-up questions.

White and Woods left the Board's meeting at 8:15 pm.

VI. OLD BUSINESS

1. Selectmen reviewed a letter to Bob Allore thanking him for his years of service to the Fremont Police Department. Cordes moved to sign the letter. Holmes Sr seconded and the vote was unanimously approved 3-0.

2. Selectmen discussed the Town Hall HVAC and reviewed the following discussion points data sheet:

Points of agreement:

- *We need to replace the heating systems at the TH*
- *The most practical / least costly options are FHA by oil or propane gas*
- *(reluctantly) 3 units is probably the way to go – one each for each floor*
- *Insulating duct work should be completed for most effective movement of heat and potential A/C*

Decisions to be made:

- *Floor based air distribution for the first floor versus overhead (overhead would require new duct work , perhaps enclosing the new ductwork at the ceiling level, removing the old ductwork and patching the duct openings in the floor) Rooms with ceiling heights over 8 - 10 feet are going to function best with overhead distribution – more important for A/C than heat*
- *Basement level ductwork layout (depends on the floor plan) How can we buy time?*
- *Central A/C now versus some future point in time or partial such as the basement level*
- *Third floor heat and potential A/C now versus some future point in time*
- *Oil versus propane*
 - *Oil costs are more driven by foreign supplies and international relations*
 - *Propane supply is more domestic and reliable*
 - *Oil users own your tanks and can shop readily for a price*
 - *Propane is more costly to own their tank(s) and every time you switch suppliers they will want to inspect the tank and line connections or every time you switch tanks the new propane supply company has to make a deal with previous supplier regarding the installed tank.*
 - *Oil tank needs to be indoors*
 - *Propane tank can be outside (should be)*
 - *Oil is dirty and requires annual cleanings and has potential for unanticipated burner failure*
 - *Propane burns cleaner and should have minor PM and seldom has unanticipated burner failure*
 - *If FHA, both will need routine air filter service / changes (able to be done by building maintenance personnel)*

Discussion resulted in the Board expressing their desire to have a design to include all three floors with an A/C option, but not necessarily exercise that option right away. Ventilation was felt to be most effective installed overhead on the ground level (main floor), putting in a new heat source in the basement and keeping as many options available as we can in the basement level, including a suspended ceiling to work above.

Overall the Board felt that propane was the best option. The Board stressed that keeping basement options open was important due to the future reconfiguration possibilities. The third floor will remain open options at this time as well.

Carlson will relay this information back to the design engineer for consideration.

3. Selectmen reconsidered a request from the PTA for a change in Field Day to June 12, 2015 due to changes in school calendar scheduling. Parks & Recreation Fields Coordinator Jon Benson said they cannot start setup until games finish at 8:00 pm; or they must make prior arrangements made with the

FAA. Motion was made by Cordes and seconded by Hunter to approve this change in date. The vote was unanimously approved 3-0.

4. Selectmen completed a final review of the Mailbox Policy. Cordes moved to adopt the Mailbox Policy as discussed last week, and approve the final version. Hunter seconded and the vote was unanimously approved 3-0.

5. The Town's insurer has sent an appraiser to look at the one ton, and they have recommended a new frame and then putting the Town's truck back together on the new frame. The Road Agent is following up with Coastal Truck, the recommended vendor to do the work. The Town does have a small amount of rental coverage (\$1,500) which may be accessed to pay for the hire truck which is doing the winter plow route the Town's one ton would be normally doing, or used for rental of a truck in the coming weeks for beginning spring work.

The appraiser said that he has seen this happen three other times previously (broken frame); and this is the first time he has seen it in a Ford F550. He did not believe it was due to the wing on the truck.

6. Fire Department Tank 4 is back in service. A silicone line/hose started to disintegrate and had clogged up into the return line in the fuel and clogged up the filters. They have made repairs, and still to be done is a new electric pump and flushing out the remaining debris from the tank.

7. A budget report was distributed for the period ending 02/27/2015. This will be placed on the agenda for next week for any follow-up discussion/questions.

8. The part-time temporary maintenance/cleaning/labor position was included in the March Newsletter and will be put on the website in a day or so.

VII. NEW BUSINESS

1. Selectmen reviewed the payroll \$19,129.88 and accounts payable manifest \$52,605.12 dated 27 February 2015. Motion was made by Cordes to approve the payroll of \$19,129.88. Hunter seconded and the vote was approved 3-0. Motion was made by Cordes to approve the accounts payable of \$52,605.12. Hunter seconded and the vote was approved 3-0.

2. Selectmen reviewed bills and invoices for payment.

3. Selectmen reviewed the folder of incoming correspondence.

4. Selectmen reviewed a Yield Tax Warrant \$491.17 for parcel 05-006.003 owned by Matthew Jensen (at the time of the cut). Motion was made to approve the Warrant by Cordes. Hunter seconded and the vote was unanimously approved 3-0.

5. Veteran Credits

ELIGIBLE for 04/01/2015

a. Paul/Roberta Stevens	01-050	(eligible for regular and disabled)
b. Martin Generous	01-083	
c. Wayne Campbell	03-015.001.019	
d. Tracy Marks	01-054	
e. Bertram White	02-151.005.002	
f. Billy Dolloff	03-169.059.012	
g. John Laurence	03-188.001	

Selectmen reviewed all applicants who have been screened and determined to be eligible. With all documentation in order, Cordes moved to approve the list (each read aloud) above. Hunter seconded and the vote was unanimously approved 3-0.

NOT ELIGIBLE until 04/01/2016

- a. David Duffy 06-017
- b. Brian McGinn 05-005

These two credit applications are not eligible until the April 1, 2016 tax year due to NH Residence requirement. Given that information, Cordes moved to deny the two ineligible applications at this time. Holmes Sr seconded and the vote was unanimously approved 3-0.

6. It is time to update Fremont's Hazard Mitigation Plan. A kick-off meeting is tentatively planned for Tuesday March 17, 2015, time TBA. The kickoff meeting needs to include several of the safety service Department heads, Planning & Zoning, Town Administrator, Building Inspector, and Planner from Rockingham Planning Commission. The Town will receive assistance from RPC on a grant to help write the plan. We will also try to have a Planning Board member and a Selectman present if possible.

7. The Library Trustees have approved the SecondWind contract for water systems maintenance for 2015. This work will be scheduled shortly with the Safety Complex. The Trustees are also making an offer for the Library part-time cleaning position.

VIII. NON-PUBLIC SESSION NH RSA 91-A

The next regular Board meeting will be a work session, to be held on Thursday March 5, 2015 at 6:30 pm.

IX. ADJOURNMENT – at 8:45 pm Cordes moved to adjourn the meeting. Holmes Sr seconded and the vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson
Town Administrator