

Approved 03/26/2015

I. CALL TO ORDER at 6:30 pm in the basement meeting room at the Fremont Town Hall. Present were Selectmen Gene Cordes, Leon Holmes Sr, and Neal Janvrin; and Town Administrator Heidi Carlson. All rose for the Pledge of Allegiance.

II. ANNOUNCEMENTS

This meeting is live broadcast and will be rebroadcast throughout the week ahead.

This is a work session of the Board.

There is at least one vacancy on the Budget Committee, and a meeting has been set for Wednesday April 22, 2015. A notice is posted to advertise the vacancy with letters to be submitted no later than April 22 for review at that Budget Committee meeting.

Neal Janvrin read aloud his resignation letter from the Budget Committee due to the conflict in holding position of Selectman and Budget Committee member. Carlson will scan and sent it to the Budget Committee remaining members. There are now two vacancies on the Committee.

III. LIAISON REPORTS

03/17/2015 Hazard Mitigation Plan Update – Carlson provided an update of the kickoff meeting. It was established to get all of the Departments together and review the process and timeline with Rockingham Planning's Theresa Walker, who will be assisting the Town in updating the plan. A new template is being used by FEMA. The Fire Rescue Department has the two maps for update of hazard areas and critical facilities. They will be passed around the group for update and comment, as will the 2009 plan. The next meeting of the Committee is April 16th.

03/17/2015 Energy Committee – Cordes provided an update to include current pending tasks of the Energy Committee. Cordes updated the Energy Committee on the HVAC Design Engineering for the Town Hall and how that is progressing. There was further review of the discussions with Solar Gardens regarding solar electrical generation on Town property and group net metering. The Highway site is not considered an option at this point due to the supplier to that building. With energy costs going up and installation costs going down, these are more attractive projects right now.

03/18/2015 Planning Board – Holmes Sr reported that some residents had come in for an informational session with the Board relative to a potential proposal for a hot top plant on Shirkin Road. There is also a proposal for grant funding which may be available to Fremont to help with layout of roadways and current conditions in Fremont, as a Capital Planning Tool. Jeremy Lennon was in with LCB Transport about an addition to the maintenance garage on Martin Road.

03/19/2015 Safety Committee – Carlson provided an update of the quarterly meeting. There were several ongoing projects that were updated, as well as a review of the winter's safety concerns and actions.

IV. APPROVAL OF MINUTES

Selectmen reviewed the minutes of 12 March 2015. Holmes Sr moved to accept the 12 March 2015 minutes. Cordes seconded and the vote was approved 2-0-1 with Janvrin abstaining.

V. SCHEDULED AGENDA ITEMS

6:30 pm Board reorganization

Motion was made by Holmes Sr to elect Gene Cordes as the Board's Chair. Janvrin seconded and the vote was approved 2-0-1 with Cordes abstaining.

Representative to Planning Board – Janvrin moved to nominate Holmes Sr as the Selectmen's Ex Officio Representative to the Fremont Planning Board. Cordes seconded and the vote was approved 3-0.

Representative to Budget Committee – Holmes Sr moved to reaffirm the Board's Ex Officio Representative to the Budget Committee be Gene Cordes. Janvrin seconded and the vote was unanimously approved 3-0.

Cordes then nominated Neal Janvrin as an Alternate Ex Officio Budget Committee Representative. This will run with his term of office as a Selectman. Holmes Sr seconded and the vote was unanimously approved 3-0.

Cordes nominated Neal Janvrin as an Alternate Ex Officio Planning Board Representative, also to run with his term as Selectman. Holmes Sr seconded and the vote was unanimously approved 3-0.

6:45 pm Public Input - none

7:00 pm Department Heads

Fire Chief Richard Butler and Deputy Joe Nichols met with the Board. They offered thanks to voters for support of the fire truck. Deputy Nichols also reported on a CO call this week that had been handled by the Department and a recent medical call that had resulted in kudos for Fremont crews. They expressed pride in the Department's accomplishments and the thanks they had received from the community for the Department's good work.

Deputy Nichols reported meeting with Bulldog fire apparatus and that the Truck Committee will be reviewing further documents shortly. They hope to bring a contract to the Board within the next couple of weeks. Chief Butler reported that it is a KME custom chassis and Cummins motor.

Chief Butler also reported that Tank 4 came back tonight from recent repairs.

Kevin and Danielle Zukas came in to the meeting at 7:10 pm.

Candidate Danielle Zukas was introduced by Chief Butler and that she comes to us as a certified AEMT and Firefighter Level II. Janvrin moved to appoint Danielle Zukas as a member of the Fremont Fire Rescue Department with the standard probationary one year period to be overseen by the Department's Officers. Holmes Sr seconded and the vote was approved 3-0. She left her contact information and was asked to complete a payroll employment package in the coming weeks with Carlson.

Butler, Nichols and the Zukas' left the meeting at approximately 7:20 pm.

VI. OLD BUSINESS

1. Holmes Sr moved to appoint Brett Hunter as an Alternate Member of the Planning Board for a three year term to expire March 2018. Janvrin seconded and the vote was approved pending a review with Meredith Bolduc of the available positions open on the Planning Board.

2. Selectmen reviewed the two Mosquito Control contracts to include:

Municipal Pest Management Services for Larval Mosquito Control Program \$12,000
SWAMP Inc for Biological Monitoring for Larviciding and Adulthooding \$37,550

It is noted for the record that this is a renewal of the contracts previously in place, and was approved by voters at Town Meeting (Warrant Article 15).

Motion was made by Holmes Sr to approve the contracts with Municipal Pest Management Services for Larval Mosquito Control Program in the amount of \$12,000; and SWAMP Inc for Biological Monitoring for Larviciding and Adulthooding in the amount of \$37,550. Janvrin seconded and the vote was unanimously approved 3-0.

3. Holmes Sr asked about the status of the Town's one ton truck. Carlson reported that the frame is on backorder from Ford, and the entire situation about the broken frame was recounted for Janvrin. At this time it is at least 4-6 weeks out from being repaired and back in service in Fremont. Holmes Sr said that he had gotten a price from LCB Transport in Fremont for a one ton dump truck rental of \$600 per week and it is fully registered and insured. Cordes suggested Singer Automotive in Hooksett as another possible location to seek a rental.

Carlson was asked to look at the Town's non-owned hired vehicle coverage. The Board requested that Carlson work with the Road Agent on a cost-effective rental as needed for day to day operations.

The Town is eligible for up to \$1,500 in rental coverage reimbursement. There is an underexpenditure in the current year budget as fuel has not been used in the one ton for more than a month. This may also help to cover some of the cost of a rental.

VII. NEW BUSINESS

1. Selectmen reviewed the accounts payable manifest \$1,017,547.84 dated 20 March 2015. Motion was made by Holmes Sr to approve the manifest totaling \$1,017,547.84. Janvrin 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. Selectmen reviewed the April Newsletter. An article will be added about emergency preparedness. Holmes Sr moved to approve the April Newsletter with that addition. Janvrin seconded and the vote was unanimously approved 3-0.

5. Cordes moved to approve the Town Administrator's request for vacation May 1 to May 8, 2015. Holmes Sr seconded and the vote was unanimously approved 3-0.

6. Selectmen reviewed some of the appointments prepared for the coming year.

Selectmen reviewed the Deputy Treasurer Appointment executed by Treasurer Kimberly Dunbar. Holmes Sr moved to approve the Treasurer's appointment of Rachel Edwards as Deputy Treasurer. Janvrin seconded and the vote was unanimously approved 3-0.

Joyce Booker Janvrin does not know how long she will be able to continue as Emergency Management Director, so no action was taken on that appointment.

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Motion was made by Holmes Sr to appoint Richard D Butler as Fire Chief, Forest Fire Warden and Heating Inspector for the ensuing one year period. Janvrin seconded and the vote was unanimously approved 3-0.

Motion was made by Holmes Sr to appoint Robert N Meade as Health Officer and Carla Smith as Deputy Health Officer for one year. Janvrin seconded and the vote was unanimously approved 3-0.

No action was taken on Phil Coombs reappointment to the Planning Board pending conversation with Land Use AA Meredith Bolduc on the Board's current status.

It is noted that the Town is in need of volunteers for open positions on the Zoning Board of Adjustment and Conservation Commission. Long-time Conservation Commission member Janice O'Brien is not accepting reappointment at this time, and this is a loss to the Town. Any interested resident is encouraged to attend a meeting and become involved!

Holmes Sr discussed that if he is the Selectmen's Representative to the Planning Board, he cannot be an Alternate to the Zoning Board and will be preparing a resignation letter.

7. Selectmen reviewed an Intent to Excavate for parcel 02-151.002 located at 662 Main Street for the 04/01/2015 tax year. The owner has also made application to the Fremont Planning board for renewal of the Excavation Permit at this site. Motion was made by Holmes Sr to approve the Intent to Excavate for parcel 02-151.002. Janvrin seconded and the vote was unanimously approved 3-0.

8. Selectmen reviewed a PSNH Pole License #65-0541 for eight poles located on Gristmill Road. The poles are identified as 100/9, 100/10, 100/11, 100/12, 100/13, 100/14, 100/15, and 100/16. It has been reviewed as being compliant with the required Town's language. Motion was made by Holmes Sr and seconded by Janvrin to approve PSNH Pole License # 65-0541. The vote was unanimously approved 3-0.

9. Selectmen reviewed letters to Governor Hassan, Senator Prescott, Representatives Itse and Woitkun regarding passage of Fremont Warrant Article 16 for education funding alternatives. Holmes Sr moved to send this letter to the Governor, Senator, and Representatives. Janvrin seconded and the vote was unanimously approved 3-0.

10. Selectmen reviewed a Cable Revolving Fund Manifest # 2015-004 in the amount of \$140.30 payable to Citizen's Bank for the last component of the video room setup portion that was done by the Town. Holmes Sr moved to approve the Cable Revolving Manifest in the amount of \$140.30. Janvrin seconded and the vote was unanimously approved 3-0.

11. It was noted that the Child Advocacy Center of Rockingham County had a bowl-a-thon on Monday and that the Fremont Police Department team won the event with most points scored. It was a great event and raised money for an organization that does a lot for victims in Rockingham County.

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

The next regular Board meeting will be held on Thursday March 26, 2015 at 6:00 pm.

IX. ADJOURNMENT – With no further business to come before the Board, motion was made by Holmes Sr and seconded by Janvrin to adjourn the meeting at 7:50 pm. The vote was unanimously approved 3-0.

Respectfully submitted,
Heidi Carlson, Town Administrator