

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

1. This meeting is live broadcast on FCTV channel 22 and will be rebroadcast during the following week. An updated schedule for Board and Committee Meetings has been posted, as well as a separate schedule for Special Programs & Events, on the FCTV bulletin board and on the Town's website.
2. The first Fremont Day Planning Committee Meeting will take place at 12 noon at the Town Hall on Sunday April 19, 2015. All are welcome! Resident Sara Cloutier is spearheading this effort.

III. LIAISON REPORTS

04/09/2015 ZBA Site Walk – Janvrin indicated that the ZBA completed an exterior site walk earlier this evening at Fremont Early Learning. They confirmed boundary lines and walked the site.

IV. APPROVAL OF MINUTES

Selectmen reviewed the minutes of 02 April 2015. Janvrin moved to approve the minutes as written. Holmes Sr seconded and the vote was approved 3-0.

V. SCHEDULED AGENDA ITEMS

At 6:30 pm John Karpinski of Integrated Engineered Systems met with the Board again to review the HVAC Design Engineering drawings presented for the Town's consideration. Building Inspector Bob Meade was also at the meeting.

Karpinski said that he has provided one extra proposal for consideration to the Town at no cost, and that is to use the existing underfloor ductwork system to serve the main floor. This will be existing basement plan Option 1 to price from the drawings. This will retain existing ductwork. This duct is sized adequately for the space and would have to be lowered, removed, insulated and reinstalled. Karpinski said that heating is the predominant load, and A/C air delivery will usually match or is somewhat lower. We may have more ductwork than is needed.

The second option for the main floor is to demo the existing systems that are here now and replace with overhead ductwork for the main floor and either keep some of it for the basement or revise for the basement renovation.

The second floor is a completely independent option and will remain an option to see if the Town has the money to do that part now, but it can be an add-on at any time.

The options are all listed on page one of the drawings, and the fourth pricing alternate is for air conditioning, which should be broken out separately for each floor/unit.

When we go out to bid, Karpinski will review the RFP. He said that his practice on public bids is that any questions must be submitted in writing (email or mail) and the Town should receive them and copy Karpinski at the same time. Everyone needs to get the same information.

Karpinski explained that in the design reusing the existing ductwork, it would sit under the existing joists and return in the floor. The new lower basement plan will be along the perimeter of the building just clear of the window crowns so that soffits can be built later if needed. He said the only time the system needs outside air is when it is in an "occupied" mode. With the second option of removing all existing ductwork and installing new with a new distribution system, that it would run along the sides of the beams in the main hall, which could be exposed, soffitted or have a dropped/suspended ceiling.

In response to questions, Karpinski did say that overhead ductwork is the most efficient when doing heat and air. Air does not work well in floor vents.

It is estimated that the main and second floor will each need a 5-6T 2000 CFM air handler. With the second floor area having an occupancy load of 49, it is configured for average attendance only. As this space is not used frequently, this would be used only when occupied. He mentioned that the unit would be placed above the stage area high, and they would enter into the attic space and use diffusers.

Karpinski will do final drawings and stamp them for the Town's use in the bid process. There was lengthy discussion about the options and what the renovations might include

Karpinski also added that the capacity of the electrical distribution would also have to be considered. This can be done with an as-built procedure or an electrical engineer could be hired at additional cost.

Karpinski said that he would assist the Town in the RFP process and suggested that the bid detail require as much detail as possible in terms of trades as well. This will help the Town make good comparisons between vendors and each of the trades within.

Karpinski and Meade left the meeting at approximately 7:15 pm.

6:45 pm Public Input - none

7:00 pm Department Heads - none

VI. OLD BUSINESS

1. A monthly project status report has been received for the Town's ongoing revaluation. Commercial letters and questionnaires went out to businesses to assist in gathering market rent data. Field work on sales and sales review has been done over the past two weeks. The DRA State Monitor Keith Gagnon was doing field work on Tuesday April 7, 2015 and is preparing to send postcards to properties that may be visited for his review.

There was discussion about commercial property questionnaires and the overall revaluation process. It is done every five years now and makes necessary adjustments in the market over time.

2. Selectmen discussed removal of \$13,568 from the Communications Capital Reserve Fund for payment of Motorola invoice #13055808 pursuant to Purchase Order #2014-135 encumbered at year end 2014 for the purchase of replacement portables for the Fremont Fire Rescue Department. Janvrin moved to remove \$13,568 from the Radio Communications Capital Reserve Fund in payment of invoice # 13055808 for the Fire Rescue Department. Holmes Sr seconded and the vote was approved 3-0. Selectmen signed a letter to the Trustees of Trust Funds making the request for disbursement of that amount.

3. The Safety Complex generator did not auto start on Saturday last weekend during the power outage. It was finally started in the manual mode and then returned to automatic. Fire Chief Butler is planning to contact the Town's original installation vendor to see if they can reestablish the auto-start/test function that was formerly in place on the generator.

The Board felt that a long-term solution for this generator needs to be planned.

4. There is money in the 2015 budget for reroofing at the Historic Museum on Main Street, as well as some tree work. There is a large spruce tree in the rear of the building that is damaging the roof and needs to be limbed up at a minimum. After some discussion, as the Town would like to keep the tree if at all possible, the Board suggested consulting with a tree company to make a further decision.

Carlson has spoken with abutters on both sides of the Town's property, who have given permission for the Town to undertake the work as needed.

5. The Historic Building work will be added to tree work being proposed by the Road Agent. This includes limbing and cutting dead trees Sandown Road, Chester Road, and South Road. Currently it is anticipated that there is about 2 days of work and rates are being gathered accordingly. The Road Agent and Town equipment are going to work with the vendor to save money and work more efficiently.

6. KTM has been contacted about the library roof work and expects to be back down there within the next few days. The fan work (leftover from last fall's roof project) is scheduled for an electrician on Monday.

VII. NEW BUSINESS

1. Selectmen reviewed the payroll \$18,674.58 and accounts payable \$ 73,277.76 manifests dated 10 April 2015. Janvrin moved to approve the payroll warrant in the amount of \$18,674.58. Holmes Sr seconded and the vote was unanimously approved 3-0. Holmes Sr moved to approve the accounts payable warrant in the amount of \$73,277.76. 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. Chief Twiss and Derek Franek will be honored at the annual Hero Award ceremony hosted by the Union Leader and Citizens Bank. The ceremony will be held on Wednesday May 6, 2015 at the State House in Concord from 3:00 to 5:00 pm. Selectmen will try to attend this event.

5. The Treasurer is beginning the process to get a new Town Credit Card in the Chairperson's name. By way of background, the Town's Credit Card Policy was discussed. Board members felt that having a credit card for emergent purposes was a good idea. Members reviewed and signed the Treasurer's request letter to Citizen's Bank.

6. Some damage was done on Deer Run on Easter Sunday by Eversource in conjunction with power restoration. They have spoken with the Road Agent and will fix the damage (an area approximately 35 x 4 feet at the road shoulder) as soon as the weather is a little better and paving plants have reopened.

7. Cordes said that he was contacted last week by GDS Associates as the Town's contact of the Fremont Energy Committee. GDS is part of a group making an application through the Department of Energy and is looking for the Town to support the project. Cordes has drafted a letter for the Board's consideration given the Town's relationship with GDS regarding projects done in Fremont. Selectmen reviewed letter

to Vermont Energy Investment Corporation relative to GDS Associates proposal for a “SPARC-Plus” project for the US Department of Energy, and were in agreement with sending it.

This may be of interest to Fremont in the future with regard to solar power, which is becoming more financially attractive. Janvrin moved to approve the letter of support for GDS relative to the SPARC-Plus project. Holmes Sr seconded and the vote was unanimously approved 3-0.

8. An updated Board photo needs to be taken for the Selectmen’s website page.

VIII. NON-PUBLIC SESSION NH RSA 91-A

At 8:00 pm motion was made by Cordes to enter non-public session pursuant to NH RSA 91-A:3 II (c) to discuss a tax hardship abatement request. Janvrin seconded and the roll call vote was unanimously approved 3-0; Cordes – aye; Holmes Sr – aye; Janvrin - aye.

At 8:10 pm motion was made by Janvrin to return to public session. Holmes Sr seconded and the vote was unanimously approved 3-0.

Selectmen asked about scheduling Department Heads for evaluation follow-up. Chief Twiss is scheduled for 8:00 pm on April 23 and Carlson is still waiting to hear back from Chief Butler.

There was a brief discussion about Waste Management’s pickup of extra toters last week.

The next regular Board meeting will be a work session, to be held on Thursday April 16, 2015 at 6:30 pm.

IX. ADJOURNMENT – With no further business to come before the Board, motion was made by Janvrin and seconded by Holmes Sr to adjourn the meeting at 8:15 pm.

Respectfully submitted,

Heidi Carlson
Town Administrator