

Approved 04/30/2015

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 on FCTV channel 22 and will be rebroadcast during the week.

The Budget Committee meeting was taped and will also be rebroadcast. FCTV volunteers have come up with a tentative schedule of who will be recording or live broadcasting a variety of meetings, and most of the Town's Boards and Committees are now included.

III. LIAISON REPORTS

04/22/2015 Budget Committee – Cordes recapped the meeting from last evening. Town budgets will be prepared in early August. There was discussion about how and when budgets will be presented to the Committee, and a list is being prepared of school items that the Committee wants to see within the budget presentation. There was also continued discussion about the Sanborn tuition contract.

Several items from the Town budget were highlighted as being completed and other planned projects for 2015 underway. There was also discussion about the winter snow removal budget and how we came out. The Town is applying for FEMA assistance, and the Board will meet later this evening with the Road Agent regarding how to realign the budget.

Cordes also reported that the Energy Committee meeting scheduled for April 21, 2015 was cancelled due to scheduling conflicts. The next meeting will be held on May 12, 2015. They have a representative from Granite State Solar to talk about projects at municipal buildings. Other members were encouraged to attend, and the date and time will also be sent to the School Board with an invitation to attend.

IV. APPROVAL OF MINUTES

Selectmen reviewed the minutes of 16 April 2015. Holmes Sr moved to approve the minutes of 16 April 2015. Janvrin seconded and the vote was unanimously approved 3-0.

V. SCHEDULED AGENDA ITEMS

6:45 pm Public Input - none

7:00 pm Department Heads

At 6:55 pm Selectmen met with Road Agent Leon Holmes Jr. He provided a detailed budget recap of the current status of the budget and how he plans to shift remaining funds to be able to do some paving work this summer, and also reserve enough to get through the November and December 2015 winter season. He described the following transfers:

- Allocate \$5,000 from winter sand to salt to purchase the rest of the salt necessary. This will come from the underexpenditure in the sand line.
- Allocate the \$200 in the training line for salt.
- Allocate \$500 to signs and posts, needed to cover the large number of missing and damaged signs.
- Allocate \$1,000 more to cold patch.

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- Allocate \$1,000 to the plow and wing maintenance line. Two plows are out being repaired now. Plow blades have been purchased to get through the 2015 fiscal year.
- Allocate \$500 more to the backhoe maintenance line to cover necessary servicing and routine maintenance.

He explained his thinking that much of the needed monies will come from the underexpenditure in the sand line, and it will also mean cutting back on the amount of money for paving this winter. If the Town can recover some money from FEMA, that will go right back to winter maintenance to cover the end of this year.

He has reviewed the past few years of winter equipment hire for the November/December time period and over the past three years it has been:

2012 \$29,775	2013 \$34,564	2014 \$20,159
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The average is \$28,166 and past history has traditionally been to try and save about \$30,000 for winter. Holmes Jr said he has enough sand but will likely need to buy some more salt this fall, and that is accounted for in his planning.

His calculations are for approximately \$81,000 needed in fixed costs for the rest of the year, leaving approximately \$21,000 for summer equipment hire and \$76,000 for paving. He said that paving and shoulder gravel are put out by the ton, and shoulder gravel on average is \$75 per ton to put out. He described what he wanted to do for summer maintenance and how to allocate the remaining funds.

There was discussion about his obtaining paving quotes and that with only an estimated \$76,000 we would not be able to do much work. It is estimated that cost is approximately \$150,000 per road mile to shim and overlay. Holmes Jr also said that roadside mowing will take place while the rental tractor is here, between August 10 and 31, 2015.

Selectmen thanked Holmes Jr for his time and he left the meeting at 7:20 pm.

At 7:30 pm Selectmen met with Matthew Thomas who presented a list of locations and plantings for the Board to review. The 250th Committee allocated \$500 of the funds raised last summer toward a beautification project to include various plantings in Town. The list was reviewed with the Board and by priority, the list includes:

1. Four (4) purple lilacs at Village Cemetery in proximity to the flagpole.
2. Two (2) purple lilacs at the Hoyt Currier Cemetery, outside the main gate.
3. One (1) purple lilac at the Knowles-Chase-Leavitt Cemetery.
4. One (1) purple lilac at the Town Pound next to the Meetinghouse.
5. One (1) red maple tree at the Historical Society Building on Beede Hill Road. Discussion ensued about planting this tree in a location so as not to affect the building or grow too close to the roof; and not be too close to Main Street.
6. One (1) red maple at Pratt Memorial Park. Thomas will talk with the Pratt Family about planting this tree.
7. One (1) Veteran's spruce tree at the Methodist Church to replace the one taken down that was planted in 1946 in honor of WWII Fremont Veterans. Thomas will talk with the People's United Methodist Church for permission for this tree.
8. Two (2) purple lilacs and daffodils at the Fuller Park on Main Street.

The Board thought this was a wonderful project and some local nurseries were discussed, including folks who live in Fremont who own nurseries locally. Thomas said he will talk to the People's United Methodist Church and to the Pratt Family.

Janvrin moved to approve the list as outlined here with the priorities as indicated by Matthew Thomas, with Thomas to contact the Church and the Pratt Family. Holmes Sr seconded and the vote was unanimously approved 3-0. Thomas thanked the Board for their time and he left the meeting at 7:45 pm.

At 8:15 pm Chief Twiss met with the Board. The public discussion items were completed prior to entering non-public session so that the broadcast could continue.

The Board asked Chief Twiss for his thoughts about the dumpster in the parking lot at the ballfields on Main Street. The Board has discussed getting a smaller one with a lockable cover, as well as placement, or moving it from the site all together, and possible signage to deter the constant problems with illegal dumping.

Carlson indicated that Jeanne Nygren had sent an email to Waste Management this week (copy in the mail folder) looking for suggestions, and that a WM Representative had also been in the office on another matter and he also shared some thoughts on how to potentially alleviate problems of illegal dumping at that dumpster.

Janvrin stated that some years ago there had been a camera installed and some changes made to the location of the dumpster, but that it did not improve the situation.

After further discussion, Holmes Sr moved to remove the Town dumpster at the State parking lot adjacent to the ballfields, with a review of the situation to take place in 30 days. Janvrin seconded and the vote was unanimously approved 3-0. The Board asked for a notice to be posted on the website and in the Newsletter. Additional signage was also discussed and that will be installed in the future as well.

Chief Twiss updated the Board on the job posting updates. The part-time position was posted in February. There were a total of 11 applications received, and an exam held on April 18th. On that day, eight showed up to take the test. It is required to get a score of 70 or better on the written test to be eligible to take the physical agility. One candidate failed the written, and of those taking the physical agility, four people passed. From there, interviews are scheduled for next Wednesday.

For the full-time position, the deadline is May 1. A dozen applications have been received thus far. The test date for the full-time position is May 9th.

Prior to entering non-public session, Selectmen discussed the fire truck contract which was presented by Chief Butler earlier in the week. Cordes outlined his review of the contact, and items that should be addressed. This includes:

- List the Town of Fremont as the legal entity.
- No price is listed on the back side of page 3.
- No money listed as due at signing? Does that mean no down payment is required?
- Item 6. Limited warranty? What is the warranty? Also list it in the contract.
- Item 8 under cancellation – it cannot be cancelled unless material breach by company. What is a material breach?
- Item 13 references a trade in of \$2,500 for a 1977 truck. If we do that, how is old truck getting there and are we responsible for it?
- Early payment discounts: If we pay for it in 15 days there is a \$15,000 discount but the Town would have to borrow that money. We are not expecting to see vehicle for 330-390 days and there was discussion about how the Town would be protected if we were to give them so much money up front. If something happened to the vehicle when do we own it? How do we insure it if we own a portion of it?

Board members agreed that the Town needs to be careful about how we move ahead. They asked for these questions to be sent to the manufacturer for more information.

VI. OLD BUSINESS

1. Selectmen reviewed an abatement on parcel 02-176.001 for interest based on hardship as discussed April 9, 2015. This reflects an interest abatement of \$121.27 on the first issue 2014 and a \$19 cost for the 2014 tax lien. This is in keeping with the principal payments made in full by the owners for 2013 and first issue 2014. Holmes Sr moved to approve the abatement. Janvrin seconded and the vote was unanimously approved 3-0.
2. Selectmen reviewed the Purchasing Policy with updates discussed last week. Board members reviewed the updates. Janvrin moved to update the Purchasing policy as amended. Holmes Sr seconded and the vote was approved 3-0.
3. The Board reviewed the finalized May Newsletter. Updates from last week include the Cemetery Ordinance Public Hearing, Memorial Fields closure notice for June 12 or June 15th (raindate) due to the Ellis School Field Day. Now that it has been finalized, the Historic Building Roof/Painting RFP will also be added, and a notice about the dumpster being removed from the parking lot at 563 Main Street. Janvrin moved to approve the May Newsletter as discussed. Holmes Sr seconded and the vote was approved 3-0.
4. Eversource has made the repairs to Deer Run following the roadway damage from the most recent power outage. The Road Agent is pleased with the work.
5. The revised Cemetery Ordinance has been posted for a public hearing at 6:30 pm on Thursday June 4, 2015 and the Cemetery Trustees have been invited to attend. The notice is in the May Newsletter and has been posted on the Town's website.

VII. NEW BUSINESS

1. Selectmen reviewed the payroll \$19,616.94 and accounts payable manifest \$20,983.95 dated 24 April 2015. Motion was made by Holmes Sr to approve the accounts payable manifest in the amount of \$20,983.95. Janvrin seconded and the vote was unanimously approved 3-0. Motion was then made by Janvrin to approve the payroll manifest in the amount of \$19,616.94. Holmes Sr seconded and the vote was unanimously approved 3-0.
2. Selectmen reviewed the folder of incoming correspondence.
3. The Board discussed a summer meeting schedule. Holmes Sr moved to keep the same schedule for the summer and meet weekly. Janvrin seconded and the vote was unanimously approved 3-0.
4. Cable Revolving Fund Manifests for approval:
2015-005 Cable RF in the amount of \$83.98 for two packages of DVD's needed for recording meetings and events for rebroadcast
2015-006 Cable RF in the amount of \$59.00 to purchase AVS For YOU Software program
Holmes moved to approve the two manifests to be expended from the Cable Revolving Fund. Janvrin seconded and the vote was unanimously approved 3-0.
5. Selectmen reviewed a letter to the Trustees of Trust Funds to remove \$1,443.22 from the Bridge Engineering Capital Reserve Fund for payment of invoice # 896729 from Stantec Consultants for work to

date on the Martin Road Bridge Engineering. Selectmen asked for Dan Tatem to provide a brief project update, to include what has recently been done, and what the near term plan is, as well as seeing what progress has been made relative to the Town being eligible for State Bridge Aid sooner than the original estimate of 2020. Motion was made by Janvrin to approve and sign the letter. Holmes Sr seconded and the vote was unanimously approved 3-0.

7. Selectmen reviewed an Exemption Application for parcel 02-156.001.022.02. Janvrin moved to approve the application as it has been verified as being qualified. Holmes Sr seconded and the vote was unanimously approved 3-0. Carlson indicated that technical advice had been sought from DRA relative to this application as a disabled exemption is already on the property. DRA indicated that once both of the owners are 65 that only the elderly exemption will be eligible. Because one social security is Disability, the second is allowed at this time.

8. Selectmen reviewed and approved a Yield Tax Warrant in the amount of \$830.42 for parcel 04-006 owned by Richard Porter.

9. Selectmen reviewed and approved a roof and painting/repair RFP for the Historic Building at 282 Main Street. This has been reviewed by the Building Inspector and will be posted shortly.

10. Selectmen signed a Cemetery Deed for Section A Lot 17 in the Leavitt Cemetery to Katie Scholes. The check was received for the lot fee.

11. Annette Whitcher submitted a request letter to the Building Inspector/Health Officer requesting permission to quarantine animals (to get a NH License for same). The Board reviewed Meade's response to the owner, acknowledge receipt of the letter and concur with Meade's recommendation that they check in with the Planning Board regarding the applicability of the Home Occupation Ordinance.

VIII. NON-PUBLIC SESSION NH RSA 91-A

At 8:25 pm Holmes Sr moved to enter nonpublic session pursuant to NH RSA 91-A: 3 II (c) to discuss a personnel matter with Chief Twiss. Janvrin seconded and the roll call vote was unanimously approved – Cordes – aye; Holmes Sr – aye; Janvrin – aye.

Carlson left the meeting at this time.

At 9:10 pm motion was made by Janvrin to return to public session. Holmes Sr seconded and the vote was unanimously approved 3-0.

Carlson returned to the meeting at 9:15 pm. Selectmen reported that they met with Chief Twiss to discuss his evaluation from last fall and follow-up goals. They will meet again this summer.

Motion was made by Janvrin and seconded by Holmes Sr to authorize an agreement with Police Chief Twiss relative to 64 hours of paid time off, which had previously been a benefit to the Police Chief. The vote was unanimously approved 3-0.

Selectmen authorized a conditional offer to be sent out such that a background check can be completed, on a candidate for the maintenance position.

The next regular Board meeting will be held on Thursday April 30, 2015 at 6:30 pm.

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IX. ADJOURNMENT – With no further business to come before the Board, motion was made by Janvrin to adjourn the meeting at 9:29 pm. Holmes Sr seconded and the vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson
Town Administrator