

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. A weekly schedule of meetings and events is available on FCTV and the Town's website. FCTV was down overnight Monday due to a power problem with some of the equipment.

The Memorial Service for Children's Librarian Lynda Miller at 2:00 pm on Sunday at the Fremont Public Library. All are welcomed to attend.

III. LIAISON REPORTS

06/22/2015 Regional meeting in Newton – Cordes reported on the meeting which occurred on Monday in Newton. Newton and Kingston Boards of Selectmen, one member from the Fremont Board of Selectmen, and the Sanborn Regional School Board members were there. Andy Kohlhofer of the Fremont School Board also arrived at the meeting. The attendees talked about three main topics including PTO for part-time employees, trash disposal methods, and joint training opportunities. Some topics for the next meeting were discussed including emergency preparedness planning in each of the communities.

The next meeting will be held on September 21st in Fremont, preferably at the Fremont Safety Complex in the training room. The Police and Fire Chief will also be requested to be there.

The Zoning Board meeting was cancelled on June 23rd as no applications or business had been received that the Board needed to act on.

IV. APPROVAL OF MINUTES

Selectmen reviewed the minutes of 18 June 2015. One amendment was made to the non-public minutes to include a parcel number. Motion was made to accept them as amended by Neal Janvrin. Leon Holmes Sr seconded and the vote was unanimously approved 3-0.

V. SCHEDULED AGENDA ITEMS

6:45 pm Public Input - none

7:00 pm Department Heads - none

VI. OLD BUSINESS

There was discussion about a plan for approval of manifests next week. In the past, two Selectmen or one Selectman and Heidi have reviewed and approved manifests when no meeting is scheduled to take place around a holiday. The Board discussed a similar approval for next week, as Friday is a holiday, and the Board did not see a need to meet on another evening next week. Motion was made by Janvrin to establish a plan to approve of accounts payable and payroll manifests next week by authorizing two Selectmen or one Selectman and Heidi to approve the payroll and vendor manifest dated July 2, 2015. Holmes Sr seconded and the vote was unanimously approved 3-0.

2. A nearly final draft of the Earned Time Policy was distributed for all to read. Calculations also need to be done to see who qualifies for what amount of benefit, based on the first year time period of qualification, July 1, 2014 through June 30, 2015. Board members found the revisions to be satisfactory, and will review a final draft at the next meeting. The intent is to adopt the policy effective as of July 1, 2015 for employees who meet the current criteria.
3. Selectmen again reviewed the DayStar quotes for the Town Clerk's office replacement computers for the State MAAP system. Chris Janvrin has looked at the quotes and found them to be reasonable. The Board agreed the Town will indeed purchase them from DayStar and move ahead with the State conversion computers. A Purchase Order was prepared and signed.
4. Carlson provided an update on computer status at the Town Hall to include that the Town Administrator computer was restored on Friday last week, and the Vision computer is OK and they are working on the Tax office computer and the Treasurer's computer, which likely have to be restored. At this point if the old tax office computer needs replacing, it will likely be put off. The BMSI program can be linked from another in the office and that will be done as a short-term fix.
5. The finishing touches are being placed on the Town Hall HVAC RFP. Bob Meade is working on language to include the insulation completion while ceilings and duct work are in progress so that they do not have to be moved later to install it. Once complete, the RFP will be posted on the Town's website, with bids due Friday August 7, 2015 by noon. A walk-through is tentatively scheduled for Friday July 10th at 1:00 pm which will be attended by John Karpinski and Bob Meade.
6. Selectmen reviewed the fuel oil contract as presented by Hartmann Oil & Propane for the July 1, 2015 to June 30, 2016 service year. After talking with Tracy at Hartmann yesterday, Carlson has also drafted an Addendum to include further detail on some of the generic contract items. These were discussed, to include that the Town Hall may not need oil again this year given the proposed update to propane, but those gallons will be allocated toward the direct assistance budget. Holmes Sr moved to have Cordes sign all three oil contracts on behalf of the Town, and the Board to accept them with the Addendum as drafted. Janvrin seconded and the vote was approved 3-0. Cordes signed the contract documents, and all three Selectmen signed the Addendum which was prepared in letter form to Hartmann Oil. The Board felt that all buildings should be on automatic delivery. The Library Trustees had requested to be "on call" to avoid spending money up front, but this will be worked out with Hartmann, and is also expected to be less of an issue given the cost of oil is down by \$1 a gallon from the prior contract year.

VII. NEW BUSINESS

1. Selectmen reviewed the accounts payable manifest \$27,394.72 dated 26 June 2015. Holmes Sr moved to approve the manifest. Janvrin seconded and the vote was unanimously approved 3-0.
2. In follow-up to discussion last week on hardship application, Selectmen were asked to consider abatement of a portion of the interest on 2013 tax lien (principal paid) on parcel 03-001.001.02B. The owner has paid more than 1/3 of the interest on the 2013 tax lien, and the amount outstanding on that lien year is \$255.65. Motion was made by Holmes Sr to approve an abatement of \$255.65 for the 213 tax lien interest and costs for parcel 03-004.001.02B. Janvrin seconded and the vote was approved 3-0.
3. Selectmen reviewed the folder of incoming correspondence. The Board also reviewed outgoing correspondence to NH DOT for working with the Highway Department to fix the intersection of Jackie Bernier Drive and Main Street. Motion was made by Holmes Sr to sign the letter to NH DOT. Janvrin seconded and the vote was approved 3-0. The State is thanked for their assistance in getting this intersection improved.

4. Selectmen reviewed the July Newsletter. Motion was made by Holmes Sr to approve it and Janvrin seconded. The vote was unanimously approved 3-0.

5. Selectmen reviewed an Intent to Excavate for parcel 05-039.001 owned by Mark and Laurie Pitkin. Motion was made by Holmes Sr to approve it and Janvrin seconded. The vote was unanimously approved 3-0.

6. Yield Tax Warrant (additional Report filed) for parcels 04-090, 091, and 092 owned by Southeast Land Trust of NH in the amount of \$106.56. Janvrin moved to approve the Yield Tax Warrant as presented on parcels 04-090, 091, and 092. Holmes Sr seconded and the vote was unanimously approved 3-0.

7. Carlson reviewed with the Board a request from Bruce Farris for consideration of an interest waiver on a 2002 welfare lien for property at 9 Bruce Avenue (07-118). There was discussion about the process and this property in general, which Mr Farris had paid approximately \$27,000 in outstanding property taxes on through the years 2002 to the present after the former owner died. The principal amount of the lien is \$2,398.82. After further discussion about the Town recovering their principal costs, Holmes Sr moved to waive any interest on the assistance lien on parcel 07-118, and accept the amount of the original lien and release the lien. Janvrin seconded and the vote was unanimously approved 3-0. Carlson asked the Board about lien preparation and Holmes Sr further moved to authorize Carlson to prepare and sign the lien release paperwork at such time as the principal amount is paid, if it is outside of a regular Selectmen's Meeting. Janvrin seconded and the vote was approved 3-0.

8. Selectmen reviewed the Contribution Assurance Program (CAP) document for Workers Compensation Insurance for CY 2016 and CY 2017 with Primex. There was discussion about pooled insurance and the benefits to the Town versus private insurance, as well as the return of contribution experiences in good claims years. There was discussion about the wide variety of coverages needed in the municipal government sector. The Board asked Carlson to explore coverage for events like Bulky Day. After discussing the pooled program, Cordes moved to accepting the Contribution Assurance Program offered by Primex for the CY 2016 and 2017 years. Holmes Sr seconded and the vote was unanimously approved 3-0. Carlson then read aloud the resolution as follows:

RESOLVED: To hereby accept the offer of the New Hampshire Public Risk Management Exchange (Primex3) to enter into its Workers' Compensation Contribution Assurance Program (CAP) as of the date of the adoption of this resolution, and to be contractually bound to all of the terms and conditions of Primex3 risk management pool membership during the term of the Workers' Compensation Contribution Assurance Program (CAP). The coverage provided by Primex3 in each year of membership shall be as then set forth in the Coverage Documents of Primex3.

Holmes Sr moved to adopt the Resolution as read and have Cordes sign on behalf of the Board. Janvrin seconded and the vote was unanimously approved 3-0.

9. Selectmen reviewed the list of unlicensed dogs for 2015 as presented by the Town Clerk. Janvrin explained that there is a lot of time involved in this process, and that each unlicensed dog is now subject to a \$25 civil forfeiture. Janvrin moved to sign the 2015 Unlicensed Dog Warrant. Holmes Sr seconded and the vote was unanimously approved 3-0.

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

The next regular Board meeting will be a work session, to be held on Thursday July 9, 2015 at 6:30 pm.

IX. ADJOURNMENT – by 9:00 pm

With no further business to come before the Board, motion was made to adjourn by Janvrin and seconded by Holmes Sr at 7:56 pm. The vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson
Town Administrator