

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; Police Chief Jon Twiss and Town Administrator Heidi Carlson. All rose for the Pledge of Allegiance.

Due to a scheduling issue, a non-public session had to be scheduled at the beginning of the meeting. The meeting will return to public session as soon as possible.

II. ANNOUNCEMENTS

1. The Library has invited Selectmen to participate in the Summer Reading Program Kick-Off event on Saturday July 18th from 12:00 to 2:00. This year's theme is "Heroes" and they are celebrating local heroes who serve the Town at the event. Children's Librarian Nancy Mason is running the event.

2. Vision Appraisal, who is contracted with the Town to complete the 2015 revaluation, is finishing up the "call back" inspections for sales that have happened in the past two years, and will be visiting properties tomorrow, and Monday and Tuesday next week. The value letters should be prepared within the next couple of weeks and will be going out to all owners advising of their new assessment. Hearings are tentatively scheduled for Monday and Tuesday August 3 and 4 at the Fremont Public Library. Appointments are all made through Vision Appraisal by using the contact information that comes on the value letter that all owners will get in the mail.

III. LIAISON REPORTS

Cordes highlighted the Memorial Service for Lynda Miller which was held on June 28th at the Fremont Public Library. The service was well-attended.

IV. APPROVAL OF MINUTES

Selectmen reviewed the minutes of 25 June 2015. Motion was made by Janvrin and seconded by Holmes Sr to accept them as reviewed. The vote was unanimously approved 3-0.

V. SCHEDULED AGENDA ITEMS

At 6:33 pm a motion was made by Janvrin to enter Non-Public Session pursuant to NH RSA 91-A:3 II (c) to discuss a matter potentially harmful to a person's reputation. Holmes Sr seconded and the vote was unanimously approved 3-0; Cordes – aye; Holmes Sr – aye; Janvrin – aye.

At 7:45 pm motion was made by Janvrin to return to public session. Holmes Sr seconded and the vote was unanimously approved 3-0; Cordes – aye; Holmes Sr – aye; Janvrin – aye.

Janvrin then moved to seal the minutes of non-public session indefinitely. Holmes Sr seconded and the roll call vote was unanimously approved 3-0; Cordes – aye; Holmes Sr – aye; Janvrin – aye.

Chief Twiss then updated the Board that they have been notified by NH Fish & Game that the patrol grant money for OHRVs in Rockingham County has been suspended due to lack of funds. There was discussion about using the OHRV Revolving Fund for this purpose as having some proactive enforcement on the trails helps a great deal.

The NH Department of Safety has also notified Fremont PD that we are non-eligible for NH DOS grants for increased traffic enhancement, as the Town has to have greater than 45 traffic accidents in a year

period to qualify. Fremont only has about 25 a year. Grants are drying up some, and State money will no longer come forward for these purposes.

Lastly, the Chief advised that Lt Ellen Arcieri who has worked with us for the past year and a half will work her last day this coming Monday. Ellen has been with the Department for a year and a half and has been a great asset to the Department. She is making a change in her career path and it has been great to have her as she brought a great deal to the Town.

The Chief also updated the Board that he is working through background checks on one full-time and two part-time candidates as well. It is anticipated the new full-time candidate will begin the next full-time Police Academy in mid-August. The Chief will be back when the background checks are complete and he can bring the candidates forward.

Carlson had one additional item for discussion relative to the Police Department. The current fuel invoice from NH DOT has charges on it for OHRV use. As there is no line item in the PD budget for OHRV items, since conversion to an OHRV Revolving Fund, this portion of the invoice should be paid from that fund. Selectmen agreed and a Warrant for expense from that fund will be prepared to that portion of the invoice.

The budget process is upcoming and Chief Twiss was asked to get his budget ready by early August.

6:45 pm Public Input - none

7:00 pm Department Heads - none

VI. OLD BUSINESS

1. Carlson reviewed with the Board the properties in tax deed status for 2012 taxes unpaid. There are three properties in total. Two are currently in payment plans with the Town which will need to be formalized (ie: done in writing) to avoid the deed; and the third involves a vacant property wherein the owner is in a nursing home. Selectmen reviewed and signed letters to each of the property owners regarding current status. This includes parcels 05-057.001.001, 03-002.002.05B and 07-072. Holmes Sr moved to approve and sign the letters. Janvrin seconded and the vote was approved 3-0.

2. Selectmen reviewed the final Earned Time Policy for adoption. With all in order, the Board adopted the policy and began a review of statistics for time earned. This will affect approximately six part-time permanent town employees and more information will be calculated so that the pertinent employees can be notified.

3. Selectmen considered a letter to Trustees of Trust Funds for release of \$3,222.05 from the Bridge Capital Reserve Fund for work to date on the Martin Road Bridge engineering contract. In terms of updates from Stantec, they are working on the preliminary design of the box culvert, as presented to the Selectmen last fall. This invoice includes payment to the sub-consultant who completed the engineering study. No further information has been received from NH DOT about our getting Bridge Aid funding, if or when.

Holmes Sr suggested that Stantec should at some point come in to meet with the Board to include residents and neighbors to be able to review and discuss the project. The Board asked Carlson to discuss with Stantec the appropriate time to hold such a meeting with the public, including neighboring residents, to discuss the project, relative to completion of their work and construction of the project. The Board also

asked Carlson to contact Bridge Aid Administrator Nancy Mayville to inquire about funding and if Fremont should move ahead this year with a Warrant Article, if funding can be guaranteed by the State.

Holmes Sr moved to approve the letter to the Trustees of Trust fund requesting disbursement of \$3,222.05 from the Bridget Engineering Capital Reserve Fund. Janvrin seconded and the vote was unanimously approved 3-0. The contract to date is approximately 2/3 complete.

VII. NEW BUSINESS

1. Selectmen reviewed the accounts payable manifest \$207,496.52 for the current week dated 10 July 2015. Motion was made by Janvrin and seconded by Holmes Sr to approve the manifest of \$207,496.52. The vote was unanimously approved 3-0.

2. Selectmen reviewed and signed the payroll \$21,286.33 manifest and accounts payable manifest \$37,448.09 as approved 06/30/2015 by Selectmen Janvrin and Cordes as per vote of meeting on June 25, 2015. Janvrin moved to approve the payroll manifest of \$21,286.33. Holmes Sr seconded and the vote was unanimously approved 3-0. Janvrin then moved to approve the accounts payable manifest \$37,448.09. Holmes Sr seconded and the vote was unanimously approved 3-0.

3. Selectmen discussed a plan to review payroll and accounts payable manifests next week prior to the meeting in Brentwood at the Hilton Auditorium at 6:00 pm. Janvrin moved to use the same procedure for next week's manifests as we did for the manifests of July 2 which is that either Heidi and one Selectman or two Selectmen can review and sign, with a final review and vote at the next regular Selectmen's Meeting on July 23, 2015. Holmes Sr seconded and the vote was unanimously approved 3-0.

Fire Chief Richard Butler came into the meeting at 8:25 pm.

4. Selectmen reviewed the folder of incoming correspondence. This included some code enforcement letters, an a letter from Continental Paving that the paving on Route 107 is expected to begin tomorrow and take place for about one week.

5. Selectmen reviewed Cable Revolving Fund manifest #2015-010 in the amount of \$26.48 for FCTV business cards. Janvrin moved to approve CFR manifest #2015-010 for \$26.48. Holmes Sr seconded and the vote was unanimously approved 3-0.

6. The July 6, 2015 budget report was distributed to Board members for review and future discussion. This will be forwarded to the Budget Committee as well as it is the mid-year report.

7. Selectmen reviewed a Disabled Exemption application for parcel 03-002.002.05B which is all in order and qualifies for 2015. Motion was made by Janvrin to approve the exemption as stated for 03-002.002.05B. Holmes Sr seconded and the vote was unanimously approved 3-0.

8. Due to a return of contribution, the Town's workers compensation premium is paid to date, and the most recently monthly payment check has been returned. This will leave an approximate \$10,000 overage in that budget line, and may help to cover budget overages in other areas.

9. The Road Agent has reported for the Board's information that the fork slider (the mechanism that shifts the gears) on the backhoe has broken. It is currently being repaired and the total cost is estimated to be \$1,500 to \$2,000. It is expected to be back in service by the weekend.

10. This summer, Rockingham Planning Commission (RPC) is continuing a regional project aimed at identifying stream crossings (culverts and bridges) that may pose a hazard to our communities. Using state stream crossing assessment protocol, RPC will have staff members out collecting data on state and local roads. The RPC plans to share all information collected with our member communities and work with those communities during the course of the summer to help identify areas known to be problematic. We also plan to work with municipalities, specifically public works departments, to see how this information can best be used by each community.

This multi-year assessment of stream crossings in the region is intended to assist municipalities in identifying critical and hazardous culverts and bridges, particularly those susceptible to failure due to flooding or those that cut off critical evacuation routes. Municipalities can use this information as a guide to prioritize those stream crossings most in need of retrofit or replacement. Last year assessments were done in New Castle, Rye and North Hampton, with data analysis being completed this year. This summer's data collection will focus on East Kingston, Kingston, Newton, Fremont and Danville where RPC has identified over 200 stream crossings (out of 1,216 in the RPC region). **RPC anticipates conducting this assessment in Fremont the week of July 13, 2015.** Along with prioritizing infrastructure modifications, results of these assessments can also be incorporated into municipal and regional hazard mitigation plans and vulnerability assessments.

RPC will have staff inventorying stream crossings in the communities mentioned previously during the course of the summer into early fall. The assessments will involve staff accessing crossings from public right of ways along state and local roads. This notification is for informational purposes only and no action is being requested by municipalities at this time.

VIII. NON-PUBLIC SESSION NH RSA 91-A:3 II

At 8:40 pm motion was made by Holmes Sr to enter non-public session pursuant to NH RSA 91-A:3 II (c) to discuss an employee matter with the Fire Chief. Janvrin seconded and the roll call vote was unanimously approved 3-0; Cordes – aye; Holmes Sr – aye; Janvrin – aye. Carlson left the meeting at this time.

At 9:00 pm motion was made by Holmes Sr to return to public session. Janvrin seconded and the roll call vote was unanimously approved 3-0; Cordes – aye; Holmes Sr – aye; Janvrin – aye.

Carlson returned to the meeting at 9:05 pm. Selectmen discussed the budgeting process and Chief Butler was also advised of the pending budget submission dates. Budget reports will be circulated to all Departments tomorrow.

Chief Butler left the meeting at 9:10 pm.

Selectmen discussed staffing in the Town Clerk Tax Collector's Office this week as an additional employee was included in the payroll as the Town Clerk Tax Collector was out on vacation this week. The Board indicated that such requests for employees employed by the Town must be brought to the Selectmen, and also discussed budgeting and how they would be paid. The Town Clerk will be asked to attend a future meeting to review these items with the Board.

The Board further discussed the upcoming budget process.

The next Board meeting will be part of a regional Forum held in Brentwood, on Thursday July 16, 2015 at the Rockingham County Nursing Home in the Hilton Auditorium at 6:00 pm. The next regular Board meeting will be held in Fremont on Thursday July 23, 2015 at 6:30 pm.

Selectmen asked to be contacted next week when the manifests were ready for review, as well as to see if Jeanne Nygren would remind all of the Brentwood meeting at the same time.

IX. ADJOURNMENT – by 9:00 pm

With no further business to come before the Board, motion was made by Janvrin to adjourn the meeting at 9:30 pm. Holmes Sr seconded and the vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson
Town Administrator