

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. Work on the revaluation continues. The hearings are scheduled to be held at the Fremont Public Library beginning Wednesday August 5 and running through Monday August 10, 2015. Letters were sent out to all owners with the 2015 value on Tuesday from the Vision office in Northboro MA. Homeowners should watch for the letter from Vision Appraisal with value information and the review process, within the coming week. The online database has all of the new values and residents can view this information on line. Owners can also obtain a copy of their own property card at no cost at the Selectmen's Office at the Town Hall.

Carlson added that residents should be receiving their letters by the end of the week with the preliminary values, and that all appointments must be scheduled through Vision, using the information contained in that value letter.

2. The meeting is live broadcast on Channel 22 and will be rebroadcast throughout the coming week.

3. The 2015 Miss Fremont Scholarship Pageant will be held on Saturday August 1, 2015 at the Old Meetinghouse at 10:00 am. The public is welcomed to attend. 2014 Miss Fremont Amanda Arsenault will crown a new Miss Fremont!

4. The Household Hazardous Waste Day, sponsored by the 53B District will be held on Saturday August 29, 2015 in Brentwood.

III. LIAISON REPORTS

07/28/2015 Zoning Board of Adjustment – Janvrin reported that the Board met Tuesday and heard a case for an Equitable Waiver on Pigeon Lane that was approved.

IV. APPROVAL OF MINUTES

Selectmen had reviewed the minutes for 23 July 2015. Motion was made by Holmes Sr to approve them with the amendment as noted to include the Board's approval of the use of the Old Meetinghouse for Old Home Day if sufficient personnel can be garnered for the event. 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 - none

At 7:30 pm Fire Chief Richard Butler and Deputy Chief Nichols came in with Fire Rescue candidate Brendan Tangney. Nichols reported that Tangney's application and background check are complete and on the Chief's desk, and that the Officers met this week to recommend him as a member. Tangney said he has lived in Fremont all his life, is currently an EMT and would like to take the upcoming Fire I course and be able to do more to give back to the community. With little further discussion, Holmes Sr moved

to appoint Brendan Tangney as a member of the Fremont Fire Rescue Department. Janvrin seconded and the vote was unanimously approved 3-0.

At 7:40 pm Janvrin made a motion to recess for five minutes so that Carlson could address some administrative paperwork issues with the Fire Department members. Holmes Sr seconded and the vote was unanimously approved.

The Board meeting returned to session at 7:45 pm. Butler, Nichols and Tangney left the meeting at this time.

VI. OLD BUSINESS

1. Selectmen discussed the memo presented last week from Chief Twiss requesting OHRV Revolving Funds to be removed from the OHRV Revolving Fund and transferred to the general fund to cover cost of 40 hours of patrol on the ORHV trails to help minimize abuse of the area as well as increase safety. Board members discussed at length the logistics of paying these items and the bookkeeping aspect but were in support of the strategy. Janvrin moved to support the Chief's request for funding 40 hours and the associated payroll costs for OHRV patrols through October of 2015. Holmes Sr seconded and the vote was unanimously approved 3-0.

2. Carlson followed up on the FCTV camera operator stipends plan that Bruce White submitted to the Board last week. Carlson and White met on Monday this week to review the proposal in detail and what it would current. The current proposal is to live broadcast or tape approximately 13 meetings per month to include the Selectmen, Planning Board, ZBA, School Board, Cable Committee, Parks & Recreation Commission, Conservation Commission, Energy Committee

The Board also discussed a Warrant Article for reinstatement of the franchise fees. Board felt that they wanted to continue with the programming and be able to expand it, and over time that will mean that additional fees need to be collected to cover the incidental costs. FCTV is in hopes that over the next nearly two years, they can expand programming and give people even more reason to want to support continued broadcasting.

The cost is estimated to be approximately \$8,000 for the 19 month period of August 1, 2015 to February 2017 for live (and rebroadcast) meetings and events, to include all of the payroll costs. There was discussion about how to keep funding the cable revolving fund, which must be done through reinstatement of franchise fees on the monthly bills of Comcast subscribers.

With little further discussion, Janvrin moved to accept the proposal as outlined, to pay the following stipends to authorized FCTV camera operators:

- \$30.00 for a meeting up to two (2) hours in length
- \$40.00 for a meeting over two (2) and up to three (3) hours in length
- \$25.00 for meetings of ½ hour or less
- \$10.00 additional lump sum for a meeting over three (3) hours in length
- \$40.00 minimum sum for Town and School Deliberative Sessions with \$10.00 additional lump sum for a meeting over three (3) hours in length

Holmes Sr seconded the motion and it was voted unanimously in favor.

Carlson then went on to discuss briefly the FCTV information document drafted by Kevin Woods regarding the Remote Origination Project. The report was circulated to Board members to review over the coming week but basically highlights that the Fremont Public library and Ellis School origination sites

are wired. Some additional equipment is needed to use either site for live broadcasting, and the Selectmen are being asked to look at which site they would like to pursue first. FCTV Committee has this on their agenda for their next meeting to make a recommendation. The Board suggested that FCTV also speak individually or as a group, with members of the Fremont School Board and the Librarian and Library Trustees to get their thoughts and feedback.

3. In follow-up to the discussion item last week regarding the Library RFP for the Tower Repair, the Trustees are planning to take this out of the Expendable Town Trust Fund established for this purpose in 2015. There is \$3,500 in that fund, and there may be some additional monies in the insurance reimbursement, IF the front (and final) roof repair work does not use it all. The Board asked for follow-up from the Trustees about the process and if they have identified any current year operating funds if the project warrants additional monies.

4. Last week the Board approved use of the Meetinghouse on August 16, 2015 for the Old Home Day Service, but it is doubtful at this point that enough help can be garnered to get it scheduled. The Town Historian did know of the plan for the event. Due to illness and a dwindling membership in the Universalist Society, it is unlikely it will take place this year. There is some thought to work on holding it again next year. The Board did approve the use for 2015 in case they can make it happen.

5. Cordes stated that several weeks ago the Bed Rock Gardens Homeowner's Association had been in to meet with the Board with some questions on covenants. In response to an inquiry sent by Carlson, Selectmen reviewed the return information from the NHMA legal staff. After some discussion about the Developer's responsibilities and the covenants direction, Janvrin moved to forward the legal information to the Homeowners Association and to draft a letter to the owner of the Governor's Forest development outlining some of his responsibilities as the covenants are by design, part of the approved Site Plan (noted on the recorded plan). Holmes Sr seconded and the vote was approved 3-0.

VII. NEW BUSINESS

1. Selectmen reviewed the payroll manifest \$19,382.28 and accounts payable manifest \$535,128.38 for the current week dated 31 July 2015. Motion was made by Janvrin to approve the accounts payable manifest \$535,128.38. Holmes Sr seconded and the vote was unanimously approved 3-0. Homes Sr then moved to approve the payroll manifest \$19,382.28. Janvrin seconded and the vote was unanimously approved 3-0.

2. With support from the NH Fire Standards and Training Commission, the Division of Fire Standards and Training & Emergency Medical Services has officially implemented a very important step forward in our health and safety initiative for our students as well as those in the fire service. Though the number of fires has declined over the years, the number of firefighters who die from heart attacks and other health issues has not. As our awareness of health issues improves, so must our commitment to fostering physical fitness in the Fire Service.

The Board discussed firefighter physicals and pricing as there are two candidates from FFRD looking at taking the Fall Firefighter I class in Raymond which begins in August. Beginning immediately, a "[Student Medical Release Form](#)" shall be submitted prior to the first day of a program in order for the student to attend. The purpose of the form is to obtain verification from a licensed healthcare professional that a student is physically capable of performing the 13 essential job functions required in the fire service. The Fire Academy recommend that students submit their applications and medical release forms at the same time in order to guarantee enrollment.

With regard to the form, **Section A:** If the student elects to have this section filled in and signed by his/her department chief/designee, then **documentation from a physician or healthcare professional which verifies the student's ability to perform physical tasks must also be attached to the form.** It is also important for students and chiefs to know that medical clearances cannot be older than 3 years from the last day of the course for which the student is applying.

Section B: If the student elects to have a physician or licensed healthcare professional complete and sign-off on this section, then no further documentation is required.

The following programs now require a "Student Medical Release Form": Airport Firefighter, Firefighter I and II, Firefighter III: Confined Space Rescue Technician, Firefighter III: Ice Rescue Technician, Firefighter III: Rope Rescue Technician, Firefighter III: Swiftwater Rescue Technician, Firefighter III: Trench Rescue Technician, IAFF Fire Ground Survival, Rope Rescue Operations, Swiftwater Rescue Level I and II, Swiftwater/Flood Rescue Boat Operator, Training for Rapid Intervention Crews, Wildland Firefighter I, Hazardous Materials Operations, and Hazardous Materials Technician.

This led to Board discussion if physicals should be required for all fire department hiring as it is with Police Department hiring. This will be a discussion point upcoming with Chief Butler.

3. Selectmen reviewed the folder of incoming correspondence including several reports from the Building Inspector.
4. Selectmen reviewed the Circuit Rider Contract with Rockingham Planning Commission for the 01 July 2015 – 30 June 2016 fiscal year. This has been recommended by the Planning Board and there may be some reallocation of how the funds are used by the Planning Board.
5. The July budget report was distributed and there was discussion about some expense items. Selectmen have agreed to keep this as a working item to be sure we can follow through on the budget plans through the end of this year. Conversations were had with representatives from Parks & Recreation, the Library, and the Cemetery Trustees about getting budgeted projects completed this fall.
6. Selectmen reviewed and approved the following abatements for the 2014 tax year based on listing adjustments, corrections to data, and sales information:

Rezendes	03-002.002.31B	57 Linda Lane	Abate \$24,500 in value
Hatch	03-015.001.081	91-1 Hall Road	Abate \$18,000 in value
Goss	02-104	951 Main Street	Abate \$21,700 in value

Motion was made by Janvrin to accept the Assessor's recommendation and grant the abatements as stated. Holmes Sr seconded and the vote was unanimously approved 3-0.

7. Selectmen reviewed Land Use Change Tax bills and warrants for the following lots:

03-015.001.070	\$2,142.85
03-015.001.072	\$2,142.85
03-015.001.079	\$2,142.85
03-015.001.069	\$2,142.85

Motion was made by Janvrin to approve and assess land use change tax warrants on the lots, with an amendment to the reading of the lot numbers (initially lot 72 was shown as lot 71 due to a typo). Holmes Sr seconded and the vote was unanimously approved. The Board signed LUCT bills and Warrants for each lot which will be forwarded to the Tax Collector.

8. Carlson presented draft letters to the six eligible employees regarding the Earned Time Policy implementation. Calculations are complete with the payroll data from July 1, 2014 through June 30, 2015 and each eligible employee will get half of the approved amount for the balance of fiscal year 2015.

Selectmen approved letters to the eligible employees and they will be printed later in the evening to be sent out this week.

9. Motion was made by Holmes Sr to authorize PO 2015-011 for use of the Town credit card to purchase the renewal program for the Town's QuickBooks Payroll program in the amount of \$469.00 and to have Cordes sign on behalf of the Board. Janvrin seconded and the vote was unanimously approved 3-0

10. Selectmen reviewed the August Newsletter. Motion was made by Janvrin to approve it for web publication. Holmes Sr seconded and the vote was unanimously approved 3-0.

VIII. WORKS IN PROGRESS

This is a new item added to the agenda to keep track of current projects that need to be frequently reviewed and updated.

1. Board quarterly meetings with supervisees, Town Administrator and Police/Fire Chiefs. These should be scheduled to occur before the budget meetings start.

2. Time will be set aside for a work session for August 6th to prepare for meeting with Chief Butler on August 13th. Some of the work session will be held in non-public session at the end of the regular Board meeting.

3. Set fall budget review plans / time line. It would seem that we should have the Town's budget submission substantially complete October 15th if not sooner. Review School District calendar and town tentative calendar. Petition Warrant Articles are due by Tuesday January 12, 2016. The Public Budget Hearing will be held on Tuesday, or Wednesday January 13, 2016. Carlson circulated a draft budgeting schedule for review.

4. Selectmen reviewed YTD spending and will begin to start projecting what we have for funds for the rest of the year and if there are any projects or needs the Town should be addressing. There was some discussion about the purchase of AED's for public buildings in light of the State bidding price packaging that was received this week from EMS contact Bill Wood. This will be passed on to the Public Safety Chiefs as well.

5. Grassdrags will again be held in Fremont on Columbus Day Weekend. Sergeant Larochelle talked this week with the new coordinator about the event. Plans would be to hold an abutters meeting in early September, with arrangements to be made by the Snowmobile Association in early August.

6. KTM has the Town on their calendar for the historic building roof and painting. Carlson contacted Tara Saxton this week to see about any update to the schedule, without response as yet. KTM is also looking at the last section of library roof (front round section) and has been asked to provide an update on timing and price to get that fixed as well.

7. Town Hall HVAC bids are due by 12 noon on Friday August 7, 2015. This will require significant and quick review to get the work completed by the target deadline this fall.

8. Hosting the September meeting for Kingston / Newton public officials - Where in Fremont will the meeting be held, food (Pizzeria?), the agenda, how is the meeting chaired etc. We need to present the new Fremont ETO policy. See if the Fremont School Board wants to offer input and who will be attending for SB, etc.

9. Carlson updated the Board on back tax matters including three that are potentially in tax deed status.

IX. NON-PUBLIC SESSION NH RSA 91-A

At 8:40 pm a motion was made by Janvrin and seconded by Holmes to enter non-public session pursuant to NH RSA 91-A:3 II (c) to discuss a tax hardship and payment plan update; and pursuant to NH 91-A:3 II (e) to discuss a legal matter. Holmes Sr seconded and the roll call vote was unanimously approved: Cordes – yes; Janvrin – yes; Holmes Sr – yes.

At 8:50 pm motion was made by Janvrin and seconded by Holmes Sr to return to public session. The roll call vote was unanimously approved: Cordes – yes; Janvrin – yes; Holmes Sr – yes.

Motion was made by Cordes to abate \$603.22 on the 2012 tax lien, interest and costs for parcel 05-057.001.001 based on principal payments being made in full by prior agreement, and the interest abatement being a reduction in interest charged from 18% to 6%. Holmes Sr seconded and the vote was unanimously approved 3-0. This is conditioned on the owner continuing with monthly payments.

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

X. ADJOURNMENT – With no further business to come before the Board, motion was made by Janvrin to adjourn the meeting at 9:05 pm. Holmes Sr seconded and the vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson
Town Administrator