

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; Town Administrator Heidi Carlson; Police Chief Jon Twiss, Police Officer Candidates Erich Lutz and Joseph Wyner; and family members Gail Lutz-Tousignant, Marcy Crossan and Paul Lutz. All rose for the Pledge of Allegiance.

II. ANNOUNCEMENTS

1. The Household Hazardous Waste Day, sponsored by the 53B District will be held on Saturday August 29, 2015 in Brentwood from 9:00 am to 12 noon. The flyer is posted on the Town's website.
2. Work on the revaluation continues. Hearings were held at the Fremont Public Library from August 5 through August 10, 2015. Updated letters will be sent out to anyone who attended a hearing. The online database has all of the new values and residents can view this information on line or at the Selectmen's Office. Owners can also obtain a copy of their own property card at no cost at the Selectmen's Office at the Town Hall.
3. This meeting is live broadcast on Channel 22 and will be rebroadcast throughout the coming week.

III. LIAISON REPORTS - None

IV. APPROVAL OF MINUTES

Selectmen reviewed the minutes of 06 August 2015. Motion was made by Janvrin to approve them as written. Holmes Sr seconded and the vote was unanimously approved 3-0.

V. SCHEDULED AGENDA ITEMS

At 6:32 pm Chief Twiss came forward with new police officer candidates Joseph Wyner and Erich Lutz. He outlined the process that has been ongoing for the past six months. The Department had posted in the spring for a full-time and part-time police positions. This was followed by a written exam and physical agility testing sessions held in May. From there the top finishing candidates were selected and began an interview process. The list was narrowed from that, and the Department began doing backgrounds on the top candidates. The Chief explained that the background reference checking is a lot of detailed work, following which, they selected a couple of candidates and did further physical exams and psychological testing, culminating in the two gentlemen he introduced to the Board tonight.

The Chief introduced Joseph Wyner who is currently employed with the NH National Guard, having done a one year tour in Afghanistan in 2009. He returned from the service to work for Sig Sauer in quality control while still working for National Guard and is currently working for the NH State Police as an analyst, employed by the National Guard. He wants to get into police work and passed the process, here this evening as a part-time officer candidate. He would begin the part-time Police Academy (200 hours) shortly, having recently completed their physical process.

He then introduced Erich Lutz who grew up in Derry and attended Pinkerton Academy and Plymouth State University with a Bachelor's degree in Criminal Justice. He was most recently employed by Coca Cola and is here with his parents who are both retired from the Derry Police Department. Erich will go to the full time NH Police Academy on August 31st and is scheduled to do the physical on Monday next week.

Officer Greg Huard joined the meeting.

Janvrin asked about the Town's three year contract, which was discussed and will be part of the process as both candidates will become trained as a result of their employment with the Town. The Board discussed the field training time, which will include many more hours for both candidates than their respective participation in the full and part time NH Police Academy. Chief Twiss said they will work with the full-time officers on a rotating basis and will not be out on their own until they have completed the full training and are ready for that.

With no further discussion and no questions from candidates or their families, Holmes Sr moved to appoint Joseph R Wyner as a part-time police officer for the Town of Fremont with a one year probationary period to end August 2016. Janvrin seconded and the vote was unanimously approved 3-0.

Janvrin then moved to appoint Erich Lutz as a full-time police officer for the Town of Fremont with a one year probationary period to end August 2016. Holmes Sr seconded and the vote was unanimously approved 3-0.

Both of the candidates were sworn in by Carlson, a Justice of the Peace.

Huard, the candidates and their families left the meeting at 6:50 pm.

Chief Twiss then briefly discussed some current budget plans with the Board. He is investigating the cost of lease payments as the Department would be on target to purchase two cruisers in 2016; and then we would be able to get back on a three year replacement cycle for vehicles. He has prepared the budget for 2016 and is looking to be able to plan ahead, as was done prior to the last cruiser purchase, to buy the equipment if there is funding available nearer the end of 2015. New radios and cruiser equipment will be needed for each, which is estimated at approximately \$22,000 total. Buying this would reduce the overall lease payment and still perhaps get it in the currently budgeting cycle of \$25,000 per year.

The two newest cruisers have 32,000 and 35,000 miles on them. If we can purchase two new in 2016 we will be back in good shape for the rotation. The two oldest vehicles have 108,000 and 140,000 miles on them.

This will be revisited as we draw nearer the end of the current budget year.

Chief Twiss then discussed the vacant Investigative Supervisor position (a replacement for Detective Lieutenant Arcieri). He said that there needs to be a main point of contact for investigations and maintenance of the evidence room. He has thought long and hard about it, and feels that Officer Peter Morelli may be a good choice for it as he has many years of being a road sergeant and done investigations, and likes doing investigations. He can't be let go from the patrol rotation at this point due to the shortage of officers, but can do some of his time in investigations. He currently works 30-32 hours per week.

Janvrin reiterated that there has been a Detective Sergeant position previously and that a job description exists within the Department for such a role. The Board was agreeable to Morelli's being moved to this position.

As a housekeeping matter, Janvrin moved to appoint Officer Kurtis Boissonneault as a full-time police officer. Holmes Sr seconded and the vote was unanimously approved. Selectmen signed the form to close out Boissonneault's probation.

Chief Twiss thanked the Board and left the meeting at 7:10 pm.

6:45 pm Public Input - none

7:00 pm Department Heads - none

VI. OLD BUSINESS

1. Selectmen reviewed a newly generated FCTV time log to serve as documentation for the stipend policy. It mirrors the Town's timesheet and is formatted similar to a sample that the FCTV Chairperson had brought forward. Selectmen were fine with the form if it is suitable for the Committee's needs. It can be changed at any time as needed. The Committee had reviewed the log on Tuesday night at their meeting and Carlson will confirm that no other changes are needed based on Committee review.
2. Selectmen discussed the Epping / Fremont Town Line perambulations and a missing boundary marker on San Antonio Drive. The Town of Epping has contacted a surveyor and gotten a proposal and Carlson has contacted a surveyor and will get an alternative price proposal. The goal is to have the work completed this fall when the leaves are off the trees.
3. The Planning Board has decided to change the arrangement of hours for the Circuit Rider Contract (July 1, 2015 to June 30, 2016 contract year). They are taking the time of six scheduled planning Board meetings and using the planner's time to focus on the CIP instead. There is no net change in the cost of the contract, only redefining the scope of work and what she will be doing. The Planning Board will have Circuit Rider Jenn Rowden at the first meeting of each month generally.

VII. NEW BUSINESS

1. Selectmen reviewed the payroll manifest \$20,104.12 and accounts payable manifest \$41,641.07 for the current week dated 14 August 2015. Motion was made by Holmes Sr to approve the payroll manifest of \$20,104.12. Janvrin seconded and the vote was unanimously approved 3-0. Janvrin then moved to approve the accounts payable manifest of \$41,641.07. Holmes Sr seconded and the vote was unanimously approved 3-0.
2. Selectmen reviewed the folder of incoming correspondence. Many items were discussed and circulated.
3. A grid of the HVAC Proposals has been put together and is attached as an addendum to these minutes to record the results of the four proposals received. Selectmen were provided with copies of the proposals and spreadsheet, as were the Building Inspector and HVAC Engineer. Bob Meade returns from vacation next week and will review them at that time. It is hoped that he and John Karpinski can have some follow-up comments ready for the Board's meeting next week.
4. The following 2016 budget submissions were circulated to all Board members and will be discussed next week:
 - 4130 EX Selectmen's Office
 - 4140 Town Clerk Tax Collector
 - 4151 Treasurer
 - 4220 Fire Rescue
 - 4610 Conservation Commission
5. At their meeting on Monday August 10th, the Conservation Commission made a recommendation that Leanne Miner be appointed to the vacant three year term to expire in March 2018. Motion was made by

Holmes Sr and seconded by Janvrin to appoint Leanne Miner as a full Board member of the Fremont Conservation commission for a term to expire in March 2018. The vote was unanimously approved 3-0.

6. Selectmen reviewed Cable Revolving Fund Manifest 2015-012 in the amount of \$119.70 to cover the six months in 2015 (July through December) of the added cost of a static IP address for the FCTV studio. This was an add-on to the Town's monthly Comcast internet/telephone invoice. Janvrin stated that as part of the Cable Contract renegotiation Committee, he distinctly remembers that this was an option the Committee fought for, and was supposed to be provided at all town buildings at no cost. Carlson will see if this can be tracked down through a Comcast representative, and the manifest was tabled.

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

03-015.001.103	\$2,142.85	70 Hall Road
03-015.001.078	\$2,142.85	75 Hall Road
03-015.001.086	\$2,142.85	91-6 Hall Road
03-015.001.065	\$2,142.85	47 Hall Road

Motion was made by Janvrin to approve the four land use change tax bills and Warrants as shown above (read aloud into the record). Holmes Sr seconded and the vote was unanimously approved 3-0.

8. Selectmen reviewed the Town's application/update submission forms completed by the Treasurer for the new administrative company handling PDIP transactions. The NH PDIP has selected a new Investment Advisor and Program Administrator, with new forms and procedures for the investments. This affects Town escrow and bonding accounts, as well as the Trustee of Trust Fund perpetual care and other funds. No action was taken by the Board, and some further information will be gathered about the process.

10. Selectmen reviewed a request from the People's United Methodist Church for a link from the Town's website to theirs. The website policy was consulted, and this is something that could go in the "community" section and will be added.

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. Selectmen met last week to review supervisee progress and goals. Meeting with Chief Butler scheduled for tonight; Chief Twiss for next Thursday evening.

2. Consider budget review schedule and budgets submitted to date – ongoing.

Petition Warrant Articles are due by Tuesday January 12, 2016. The Public Budget Hearing will be held on Tuesday, or Wednesday January 13, 2016.

3. Any follow-up questions on YTD spending or projects or needs the Town should be addressing. The next Budget Committee meeting is scheduled for Wednesday August 26, 2015. Carlson is currently working on painting the shed at the Village Cemetery.

4. 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.

5. KTM updates on timing of Library roof section and Historic Building roof/paint work – no updates on schedule.

6. Hosting the September meeting for Kingston / Newton public officials - Where in Fremont will the meeting be held, food, agenda, how is the meeting chaired etc. We need to present the new Fremont Earned Time Policy. Superintendent Cox-Buteau and School Board Chair Kohlhofer plan to attend, and both Fremont Safety Service Chiefs have been notified. Interim Principal Bridle has also been notified, as he is currently working on Ellis's School Safety Plan.

7. Only two properties are currently left in tax deed status (unpaid 2012 tax lien). One of these is in an informal payment plan and has until November to pay. The other is a currently vacant parcel with a very small amount of taxes outstanding. Action on this was tabled for the present time.

Carlson discussed with the Board a better way to reach residents in terms of volunteer needs and other community activities. Use of the cable channel, newsletter, "sandwich board" announcements and postings were discussed. Ideas were generated including an evening where residents could meet informally with the Selectmen, Department Heads, Town Administrator, Board Chairs, etc, to get information and discuss topics, needs, etc. Any ideas were welcomed.

Currently the Town is in need of members interested in joining the Zoning Board of Adjustment, and a Rockingham Planning Commission Metropolitan Planning Organization Transportation Advisory Committee member representative. The details will be drawn up for posting and circulation. Anyone interested could begin by contacting Heidi Carlson for more information.

IX. NON-PUBLIC SESSION NH RSA 91-A

With no other regular business to come before the Board, a motion was made at 8:25 pm by Janvrin to enter non-public session pursuant to NH RSA 91-A:3 II (c) to discuss personnel matters and work on Chief Butler's – supervisee review (pending his arrival). Holmes Sr seconded and the roll call vote was unanimously approved: Cordes – yes; Holmes Sr – yes; Janvrin – yes.

At 9:30 pm motion was made by Janvrin to return to public session. Holmes Sr seconded and the roll call vote was unanimously approved: Cordes – yes; Holmes Sr – yes; Janvrin – yes.

Motion was made by Janvrin to seal the minutes of the non-public session. Holmes Sr seconded and the roll call vote was unanimously approved: Cordes – yes; Holmes Sr – yes; Janvrin – yes.

The Board worked further with Chief Butler on his evaluation and position goals. Another meeting will be held next week to continue this work. Selectmen also discussed office staffing needs and will look into some temporary help with Planning and Zoning matters.

X. ADJOURNMENT – by 9:00 pm

The next regular Board meeting will be a work session, to be held on Thursday August 20, 2015 at 6:00 pm. At 9:31 pm motion was made by Holmes Sr to adjourn the meeting. Janvrin seconded and the vote was unanimously approved.

Respectfully submitted,

Heidi Carlson, Town Administrator