

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; Road Agent Leon Holmes Jr, and Derek Hines, observing for work on Merit Badges. All rose for the Pledge of Allegiance.

II. ANNOUNCEMENTS

The Household Hazardous Waste Day, sponsored by the 53B District will be held this Saturday August 29, 2015 in Brentwood at the Highway Shed on Route 111A from 9:00 am to 12 noon.

III. LIAISON REPORTS

There was no ZBA meeting held on Tuesday due to no cases or applications being received. A Variance application has been received in conjunction with the Hamilton Subdivision at 909 Main Street and has been posted for Public Hearing on Tuesday September 22, 2015 which is the next regular ZBA meeting.

08/26/2015 Budget Committee – Cordes reported that the Committee began their fall schedule last night. Mary Anderson was elected Chair and Mark Kidd elected Vice Chair. The Committee reviewed current Town and School budgets and set their fall meeting schedule which includes September 16, 23, 30; October 7, 14, 21, 28; November 4, 9, 18; December 2, 9, 16, 23. All dates are Wednesdays with the exception of Monday November 9th.

IV. APPROVAL OF MINUTES

Selectmen reviewed the minutes of 20 August 2015. Cordes offered an amendment to record the vote on the discussion about having a 5K race, which was authorized by the Board conditioned upon all State DOT approvals necessary and making arrangements with the Fremont Police Department. Janvrin moved to accept the minutes with that amendment. Holmes Sr seconded and the vote was approved 3-0.

V. SCHEDULED AGENDA ITEMS

At 6:35 pm Road Agent Leon Holmes Jr met with the Board to review the 2016 Highway Department budget proposal. He began a line item review of the budget. He explained his rationale in arriving at the 2016 figures. Salt is up due to the winter we had last year, and actual usage. State bid for salt has risen over \$3 per ton. Sand is also budgeted based on need. Last year more salt than sand was used due to how cold it was.

Winter equipment hire is well overspent for 2015 due to the severity of the winter. Holmes Jr averaged the past three years November/December and figured the actuals based on history. The severe storm took money from other project (paving roads) in order to make it through November and December 2015.

Summer equipment hire was lowered to allocate funding in other places. It has gone down in recent years due to the amount of work the Town is doing with the backhoe. He allocated \$3000 to general supplies for guardrails to do that type of work (4 guardrails in 2016); and \$3,000 for cracksealing to see if that will work as a preservative.

Wages have not been increased and are submitted at current levels. The summer hire line has been increased by two weeks of work time.

Winter part-time wages are underspend in 2015 due to the months that the one ton was down this year. Next year the budget returns back to its normal level.

Road Agent Salary is proposed at the same amount of \$4,200. Training is budgeted for three classes at \$65 each. This year was budgeted, but spent on other necessities.

Hand tools, power tools are level funded. Signs and posts is increased due to the large amount of vandalism and theft of signs. One weekend in the spring was over \$500 in replacement signs from vandalism. It is overspent this year due to the damages.

Cold patch is increased due to the large amount of work needed this past spring. Erosion control supplies covers all of those needs, and is budgeted the same.

Backhoe fuel is less because fuel prices are down. It does vary greatly due to the locations where the backhoe needs to work. Some changes were made to how material is delivered which has saved time and fuel as well. Other fuel covers all of the small tools that need fuel (chipper, weed wacker, etc).

Plow maintenance is overspent because he took advantage of a sale on cutting edges this spring. He stated that in a normal (less harsh winter) you can get two years from a cutting edge, but a winter like last, only one year.

Backhoe maintenance is up this year but the machine is now in good shape, with four new tires and repair work recently completed. Sweeper maintenance will cover one brush set. Other equipment maintenance includes the chipper, generators and the like. Truck maintenance is oil changes and routine maintenance. It needs tires before this winter season and it will be done before December. He got state bid pricing on this work.

Holmes Jr is initiating more of a sealing program, which will be used to seal cracks and add time to the life of the roadways. This process was discussed.

The largest change to the budget is the paving line. He wants to start at Chester Road on Sandown Road in an area with a lot of problems, for a distance of 1,400. He will tack it, put a leveler course of pavement and do an inch and a half overlay for \$41,700.

This year, starting from Sandown working back toward town to continue work done in 2013, from house # 343 to Abbott Road (3,000 feet) will be shimmed heavy and then an overlay; and next year he proposing to start at Abbott Road and come further toward town to Kimball Way. This section would be ground, reclaimed and regraded, putting down a 2.5 inch base and inch and a half top coat. It had been planned for this year but there was not enough money to do it right. From Abbott Road just needs to be shimmed and a final overlay.

Holmes Jr said he is proposing two miles of roadway be repaired next year in an effort to work on getting caught up. He is also proposing to do Whittier Drive. He has received pricing to show that it would cost \$327,000 to overlay the whole road; and nearly twice that to reclaim all of it from start to finish, \$627,000. He is proposing \$163,500 to shim and overlay 5850 feet beginning at Sandown Road. This will do about half of the road.

Derek Hines left the meeting at 7:00 pm.

All agreed that there is a lot of road work to do and it is expensive.

The Town is still anticipating some FEMA funding, but it is unknown when it will arrive. This led to discussion about how much money is needed for winter (estimated).

There was some discussion and review of the upcoming schedule, to choose Saturday October 17, 2015 for Fall Bulky Day from 8:00 am to 12 noon.

Holmes Jr was thanked for his time and he left the meeting at 7:15 pm.

6:45 pm Public Input - none

7:00 pm Department Heads - none

At 7:30 pm Building Inspector Bob Meade came to meet with the Board to review the HVAC proposals received, and discuss the project. Meade expressed concern that completion of the walls needed to be included as part of the overall plan. He had worked out an estimate to complete the walls, and there was a lengthy discussion about the plan layout originally done by David Gleason to complete the wall work as part of the HVAC so that walls are in place as the duct work is completed and that is all coordinated.

He circulated copies of all of his drawings and sketches as well as estimations on the cost to complete the work. He arrived at an estimated cost to do this work and has also talked to the lowest bidder. It was discussed that the Board may want to decide on a contractor and take the primary furnace option for now and make it work, and then move it when the second half can be completed. There was lengthy discussion on how to finish the work.

This included approach a contractor now about changing out the furnace now; move it in another season, and continue to work on the plans for downstairs and get more detailed pricing on finishing the basement renovations. It was concluded that Meade will talk to the low bidder about availability and see if he can meet the Board at the Town Hall for a walk-through of the proposal sometime next week.

There was then some discussion about the 2016 budget submission for the Building Department. Meade reviewed the current permitting for the month of August. He discussed with the Board planning for additional time if needed if it continues to get busier.

The Board thanked Meade for all his help and time and he left the meeting at 8:25 pm.

At 8:40 pm Fire Chief Richard Butler came in to the meeting to review the 2016 Fire Rescue Department budget proposal.

Chief Butler explained that the cost of Firefighter I is up to \$1,300 through the IEU and there is also the added cost of physicals for each person who will attend certain training classes. He reviewed recent service on the trucks. W D Perkins (our pump servicer/tester) is sending a quote for Engine 1 because the engine packings cannot be adjusted and it has to be pulled down. Butler is also getting a quote to replace the tank in Tank 4, and suggested he may present a warrant article for that.

There was discussion about pump service, which is done every other year. Butler said that a couple of budget lines are overspent this year, including repairs and protective gear and uniforms for new members. He said they have purchased gear for new members along with alterations to have items fit other members.

Dues and membership has increased due to START team increase (this is our regional Haz Mat Team support). It is based on population number and it caused an increase on our annual dues. Questions were posed about dues and subscriptions, which includes NFPA updates.

Butlers plans for the funds remaining this year also include replacement equipment and to buy some new items for the new truck if funds permit. EMS personnel are looking at a RAD 57 CO monitor.

The Board's recent discussion about buying an AED for the Fire Station and Town Hall were reviewed with Butler. Butler said that the Department's CPR instructor Vinnie O'Connor did a CPR class at Rock Your Body studio, who then ran a fundraiser and raised enough funds to purchase an AED for the studio. Butler suggested looking at one that would be compatible with the LP12 unit so you do not have to change out defibrillator pads with the transporting service. Butler also suggested looking at buying the same unit the Fire Rescue Department has, but this is not the current State bid vendor. These items will be considered as the pricing information is gathered.

Butler discussed the preventive maintenance underway for the equipment items, and looking for a poly tank replacement for Tank 4, which he estimates could be as much as \$20,000 to fix.

Butler said that the Repair budget line may be changed for the packings to be replaced on Engine 1. This may be able to be done this year, depending on what the quote looks like.

With no further discussion, a motion was made by Holmes Sr moved to recommend \$187,619 for the Fire Rescue budget. Janvrin seconded and the vote was unanimously approved 3-0.

Chief Butler has reviewed the Ambulance contract renewal and is comfortable moving it forward. It is another five year contract as the past several have been. There are modest \$500 increases each year, and RAI bills the patient for transport services. Janvrin moved to recommend Ambulance Service at \$8,000. Holmes Sr seconded and the vote was unanimously approved 3-0.

Janvrin then moved to sign the five year agreement with Raymond Ambulance Inc through 03/31/2021. Holmes Sr seconded and the vote was unanimously approved 3-0

VI. OLD BUSINESS

1. The September Town Newsletter was approved as amended with discussed additions (Budget Committee schedule and Bulky Day). Holmes Sr moved to approve the September Newsletter as presented and discussed. Janvrin seconded and the vote was unanimously approved 3-0.

2. FCTV members who are trained and eligible for the stipend have been entered into the payroll system and were paid for the first time this week. A separate "other expense" line item has been established in the general fund to track the stipend amount. Separate tracking has to be done of FICA & Medicare costs due to the funding and payment of liability accounts. Monthly a check will need to be cut from the Cable Revolving Fund to the General Fund to fund the expenses.

3. Library Trustees have completed RFP for roof/stack work. RFP contains language for both, but they do not believe they will have funding for all the work needed to repair rot and damaged areas.

VII. NEW BUSINESS

1. Selectmen reviewed the payroll manifest \$21,366.79 and accounts payable manifest \$523,915.73 for the current week dated 28 August 2014. Motion was made by Janvrin to approve the payroll manifest of \$21,366.79. Holmes Sr seconded and the vote was unanimously approved 3-0. Motion was made by Janvrin to approve the accounts payable manifest of \$523,915.73. Holmes Sr seconded and the vote was unanimously approved 3-0.

2. Selectmen reviewed Cable Revolving Fund Manifest #2015-013 in the total amount of \$33.15 to cover the added expense to property liability insurance coverage for all of the FCTV equipment and studio setup. The invoice is payable to the Town's PLT insurer. Holmes Sr moved to approve the manifest amount of \$33.15. Janvrin seconded and the vote was unanimously approved 3-0.

3. Selectmen reviewed Cable Revolving Fund Manifest #2015-014 in the total amount of \$269.13 to cover the August payroll costs for FCTV operators as explained above. Holmes Sr moved to approve the manifest #2015-014 in the amount of \$269.13. Janvrin seconded and the vote was unanimously approved 3-0.

4. Selectmen reviewed the folder of incoming correspondence.

5. Budgets - review earlier distributions – Due to the schedule this evening, a work session was set for 5:00 pm on Wednesday September 2, 2015 to work on budgets.

- 4130 Executive
- 4191 Planning & Zoning
- 4210 Police (updated to include FT officer information)
- 4240 Building Inspection (updated)
- 4415 Health
- 4610 Conservation Commission (updated)

6. Budgets distributed this evening:

- 4195 Cemeteries
- 4215 Ambulance – Review ambulance contract renewal (discuss with Chief Butler)
- 4290 Emergency Management
- 4312 Highway Department (with Road Agent appointment)
- 4550 Library

7. Selectmen reviewed a Cemetery Deed for six lots (A21 through A28) in the new section of the Leavitt Cemetery to John L and Joan F Lennon. Holmes Sr moved to execute the deed for sale of lots A21 through A28 in the new section of the Leavitt Cemetery to John L and Joan F Lennon. Janvrin seconded and the vote was unanimously approved 3-0.

8. Fall Bulky Day was scheduled for Saturday October 17, 2015 from 8:00 am to 12 noon.

VIII. WORKS IN PROGRESS

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 to be continued tonight. Chief Twiss completed last week, Carlson to be scheduled.

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, with the snow date for the following evening.

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. Painting is underway at the Village Cemetery shed. An RFP is out for stone wall restoration and rehabilitation at the Village Cemetery. Ramp repair will be underway shortly at the Old Meetinghouse.

4. The Snowmobile Grassdrag event will again be held in Fremont on Columbus Day Weekend. Maps and an introduction letter were received at the end of last week, and were circulated for Board review, as well as to Chief Twiss, Sergeant Laroche, Chief Butler, Road Agent and the Building Inspector/Code/Health Officer. The abutters informational meeting will be held on September 10, 2015 at 7:30 pm. Letters are being prepared for mailing.
5. KTM updates on timing of Library roof section and Historic Building roof/paint work – Tara Saxton said this week in an email reply that they will get to us, but do not yet have a date certain.
6. Hosting the September meeting for Kingston / Newton public officials – The meeting will be held at the Fremont Safety Complex at 6:30 pm on Monday September 21, 2015. Arrangements are being made for food preparation. The meeting will be hosted by Fremont and chaired by Fremont, who is also to prepare the agenda. Other safety services including EMD's and Road Agents from the other towns have also been invited. We need to present the new Fremont ETO 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. Extension of the invite will also go to Fremont's EMD and Road Agent.
7. In follow-up to the discussion last week about a better way to reach residents in terms of volunteer needs and other community activities. This week, the Town received notice that the Ellis School will hold a Community Information Night on Thursday September 17, 2015. Carlson has reserved a table for the Board of Selectmen for the evening and is beginning to prepare some town information for dissemination.
8. 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. Anyone interested could begin by contacting Heidi Carlson for more information or attend an upcoming meeting.

IX. NON-PUBLIC SESSION NH RSA 91-A

At 9:07 pm motion was made by Janvrin to enter non-public session pursuant to NH RSA 91-A: 3 II (c) to discuss Chief Butler's review. Holmes Sr seconded and the roll call vote was unanimously approved 3-0; 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 3-0; Cordes – yes; Holmes Sr – yes; Janvrin – yes.

No decisions were made.

The next regular Board meeting will be a work session, to be held on Thursday September 3, 2015 at 6:30 pm. Work sessions will be held on Tuesday September 1, 2015 at 6:30 pm at the Town Hall for HVAC design review; and on Wednesday September 2, 2015 at 5:00 pm for budget preparation.

X.ADJOURNMENT – With no further business to come before the Board, motion was made by Janvrin and seconded by Holmes Sr to adjourn the meeting at 9:31 pm. The vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson, Town Administrator