

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

All Town Offices will be closed on Monday September 7, 2015 in observance of Labor Day. Trash and Recycling collections are delayed one day during the holiday week.

Community Information Night will be held at Ellis School on Thursday September 17, 2015 from 6:00 to 7:00 pm.

Bulky Day will be held on Saturday October 17, 2015 from 8:00 am to 12 noon.

This meeting is live broadcast on Channel 22 and will be rebroadcast throughout the week ahead.

III. LIAISON REPORTS

09/01/2015 Meeting between Planning Board Chair Roger Barham, Town Administrator Heidi Carlson and RPC Circuit Rider Planner Jenn Rowden – The meeting established the working guideline for the upcoming CIP work. A subcommittee of the Planning Board will be established, with a representative to be voted from the Board of Selectmen, School Board, and two each from the Budget Committee and Planning Board. The kickoff meeting will be held at the end of September; with other committee meetings to be held Mondays November 2 and 16, 2015 and December 7, 2015.

09/01/2015 Selectmen's Work Session with HVAC Contractor – Cordes stated that there were minutes on file from this meeting, but that it had gone well and given everyone a better idea about the project. Bob Meade is doing several follow-up items including making contact with propane vendors for that portion of the work. Ideal Temp HVAC is working a quote for the phasing of the work.

09/02/2015 Planning Board – Holmes stated that the Board had completed the Barthelemy Site Plan Review. Applicants came in for the old FMT Motorsports site (family members who wish to continue to run the business), as they are looking to move the motorcycle repair from one building at 810 Main street to the other building (the former Fremont Machine building). They are currently working on a variance application to the ZBA for the business to be operated in the Aquifer Protection District.

IV. APPROVAL OF MINUTES

Selectmen reviewed minutes of 27 August 2015, 01 September 2015, and 02 September 2015. Motion was made by Janvrin to approve the minutes of 27 August 2015 as written. Holmes Sr seconded and the vote was unanimously approved 3-0. Janvrin then moved to approve the minutes of 01 September 2015 as written. Holmes Sr seconded and the vote was unanimously approved 3-0. Holmes Sr moved to approve the minutes of 02 September 2015. 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 Nicole Cloutier came to meet with the Board to discuss the Town Clerk Tax Collector budget. Her total request is \$67,261 compared to \$60,188 in the current year. Mileage had been completely cut in 2014 and needs to be reinstated to cover the trips to the bank, which is three in a regular week and five during heaviest tax collection weeks.

There was discussion about pay rates and hours open and hours worked. Cloutier said she is asking for a \$5,000 increase in her salary to be comparable to other Towns she surveyed as similar to Fremont. She described working some long days for elections, which fluctuate throughout the years.

Cloutier said she wanted to maintain continuity in the office and pay people more so they would remain here now that they are trained. There have been many ups and downs in the office in recent years. She also presented a 2008 Town Report listing of the old salaries for when the positions of Town Clerk and Tax Collector were separate. She highlighted that she is the Town's first combined Tax Collector Town Clerk. She is also asking for an increase in hourly wage for the clerical worker from \$12.14 to \$14 per hour, again comparing to what other towns are paying. It was agreed by all that Fremont is not a leader in pay scales in any of our positions.

Janvrin noted that the budget is for the entire year of wage increases, and questioned that the Town has most recently been budget for wage increases to begin April 1. If recommended, this would be adjusted to begin April 1, 2016.

Cloutier stated that the increase in pay did not include changing the current office hours. She did also want to let the Board and the Town know that she had tried holding Saturday hours for 8 months before deciding that it just was not being utilized to make it effective to have the building open. She did not want anyone to believe she had run on that platform and then not followed through. There was just not the use of Saturday hours as had been anticipated.

The Board discussed that they would further review this, and also wanted to see other wage information in comparison. They felt that at a minimum, they would level fund the wage lines and include any proposed changes in a warrant article for voter consideration for the \$5,000 increase.

The Parks & Recreation budget is not yet complete and been reviewed by the entire Committee. They will do this at their meeting next week so the budget is ready for the Board's next meeting.

The Board thanked Cloutier and she left the meeting at 7:50 pm.

VI. OLD BUSINESS

1. The Board discussed the timing of the schedule meeting night of September 17th. Board members will be available from 6:00 to 7:00 pm for the Community Information Night at Ellis School, and the meeting will be posted to begin at 6 at the School. At the completion, the Board will recess and return to the Town Hall for a work session.

2. Holmes Sr moved to nominate Neal Janvrin as the Board of Selectmen representative to the Capital Improvements Plan Subcommittee. Cordes seconded and the vote was approved 3-0. Janvrin moved to nominate Leon Holmes Sr to be the alternate representative to the CIP Committee. This vote was also approved 3-0.

3. The contract with Yankee Timing for the Parks & Recreation 5K Road Race scheduled for October 18, 2015, was reviewed. The NH DOT permit application for highway closure (Route 107) was also reviewed.

Janvrin moved to approve the NH DOT permit form and have Cordes sign it on behalf of the Board. Holmes Sr seconded and the vote was approved 3-0. A check will be processed for the company who is doing the race timing with next week's invoices. The Board asked for Cloutier to also have Chief Twiss sign the permit form.

VII. NEW BUSINESS

1. Selectmen reviewed the accounts payable manifest \$15,201.64 for the current week dated 04 September 2015. Holmes Sr moved to approve the 09/04/2015 manifest of \$15,201.64. Janvrin seconded and the vote was unanimously approved 3-0.
2. Selectmen reviewed the folder of incoming correspondence.
3. Selectmen reviewed a request from Narrow Street Films to use the upstairs room at the Town Hall on October 3 and 4 for movie filming. Several questions were generated about power needs for lights and sound equipment, a deposit for the key and having someone check the building at arrival and departure for both days. Carlson will contact the filming company to gather more information before the Board acts on the application.
4. Carlson presented budget proposals for 4323 Solid Waste Collection, and 4324 Solid Waste Disposal. The Solid Waste Collection proposal is \$219,555 and is a flat 3% increase as per contract terms. The Solid Waste Disposal budget has been adjusted for the current tipping fees, which are good through 06/30/2016 and will cap at 3% increase for the ensuing year. Tonnage is trending up slightly as the economy improves, and the current rate trended to approximately 1,400 tons per year, which is the figure used to arrive at the budget number of \$88,000 in tipping fees for 2016.

After some review and discussion, motion was made by Janvrin and seconded by Holmes Sr to recommend \$101,450 for Solid Waste Disposal. The vote was unanimously approved 3-0. Holmes Sr then moved to recommend \$219,555 for Solid Waste Collection, which is a fixed price contract. The vote was unanimously approved 3-0.

5. It was reported from the Planning Board meeting last night that Andy Kohlhofer has invited Selectmen to see the new floor in the gymnasium as that project is now complete.

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. Carlson will be completed this 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, with the snow date for the following evening.

3. Follow-up questions on YTD spending and projects or needs the Town should be addressing - The next Budget Committee meeting is scheduled for Wednesday September 16, 2015. Painting of the Village Cemetery shed is complete. An RFP is out for stone wall restoration and rehabilitation at the Village Cemetery. Ramp repair began this week at the Old Meetinghouse.

4. The Snowmobile Grassdrag event will again be held in Fremont on Columbus Day Weekend. Abutter notices were mailed out on Friday August 28, 2015 announcing the informational meeting on September 10, 2015 at 7:30 pm.

5. KTM updates on timing of Library roof section and Historic Building roof/paint work – On schedule, not date certain yet.

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. The agenda has been prepared, posted and circulated with RSVP needed no later than Monday September 14th for refreshments.

The meeting will be hosted by Fremont and chaired by Fremont. 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. School Board Chair Kohlhofer plans to attend, and both Fremont Safety Service Chiefs, Road Agent, and EMD have been notified. Interim Principal Bridle has also been notified.

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 7:50 pm Janvrin moved to enter non-public session pursuant to NH RSA 91-A:3 II (c) to discuss a personnel evaluation. Holmes Sr seconded and the roll call vote was unanimously approved 3-0; Cordes – yes; Holmes – yes; Janvrin – yes.

At 8:25 pm motion was made by Janvrin to return to public session. Holmes Sr seconded and the vote was unanimously approved 3-0.

Members completed the Supervisor update with Carlson with no decisions made.

The Board did ask Carlson to gather additional wage and salary information using the same towns that Nicole Cloutier had researched for the Town Clerk Tax Collector salary information, to get some better comparisons on a few other positions as well.

The next regular Board meeting will be a work session, to be held on Thursday September 10, 2015 at 6:30 pm.

IX. ADJOURNMENT – by 9:00 pm

With no further business to legally come before the Board, motion was made by Janvrin to adjourn the meeting at 8:30 pm.

Respectfully submitted, Heidi Carlson, Town Administrator