

I. CALL TO ORDER at 6:30 pm in the basement meeting room at the Fremont Town Hall. Present were Selectmen Neal Janvrin, Leon Holmes Sr and Gene Cordes; and Town Administrator Heidi Carlson. All rose for the Pledge of Allegiance.

II. ANNOUNCEMENTS

1. Bulky Day will be held on Saturday October 17, 2015 from 8:00 am to 12 noon.
2. This meeting is live broadcast on Channel 22 and will be rebroadcast throughout the week ahead.
3. The Grass Drag events will be taking place on Columbus Day Weekend in the North/Martin Road area.

III. LIAISON REPORTS

09/21/2015 Regional Board of Selectmen meeting – Cordes recapped the meeting which was held in Fremont and attended by Fremont, Newton and Kingston Town Officials.

Fremont Selectmen will be contacting the Fremont School Board to set up a meeting in the next month or so.

In follow-up to that meeting, Kingston Road Agent/EMD Rich St Hilaire called to extend an invitation to the next Seabrook Drill. It will be held on November 5, 2015, generally from 8:00 am to 1:00 pm at the Kingston Fire Station. Any of the Fremont Town Officials are welcomed to attend the session, and need to contact St Hilaire for more information and to participate (for an hour or the entire event).

09/22/2015 Zoning Board of Adjustment – Janvrin reported on Tuesday's meeting, well attended by the public. The hearing was a Variance for two short lot lines (less than 100 feet) on the Hamilton subdivision at Main Street in Kelsey Drive. The Variance was granted following a thorough presentation by the applicant.

Janvrin also added that the Zoning Board had adopted a submission deadline calendar for submission of any ZBA application. This calendar is posted on the website and at the Town Hall on both floors, and the Fremont Post Office.

09/23/2015 Budget Committee – Meeting was not held due to lack of a quorum. The agenda will be carried forward to next week. Some legal research is being obtained on what number constitutes a quorum. The Board membership is officially eight, but there are only seven members at the present time due to resignations and one position unfilled.

There was discussion about asking the Fremont School Board to have a backup representative to the Budget Committee in case the primary person is unable to make the meeting.

IV. APPROVAL OF MINUTES

Selectmen reviewed the minutes of 17 September 2015. Motion was made by Janvrin to approve the minutes of 09/17/2015. Holmes Sr seconded and the vote was approved 3-0.

Selectmen reviewed the minutes of the 21 September 2015 Regional Meeting with Newton and Kingston that was held in Fremont. Motion was made by Holmes Sr to approve the minutes of 09/21/2015. Janvrin seconded and the vote was approved 3-0.

V. SCHEDULED AGENDA ITEMS

6:45 pm Public Input - none

7:00 pm Department Heads - none

VI. OLD BUSINESS

1. Selectmen were asked to review the Town information handout and provide any comments or additional items to include. This has also been provided to Department Heads and other Town Officials to supplement information.
2. The WEX card agreement for Police Department fuel cards has been revised to be in the Town's name with a Selectman to sign it. With information in order, Janvrin moved to authorize the application and have the Chairman sign the agreement on behalf of the Board. Holmes Sr seconded and the vote was approved 3-0.
3. The CIP Department Head kickoff meeting will be held at the Fremont Public Library on Monday September 28, 2015 at 3:30 pm. Selectmen were asked to consider what items should be included for CIP for the next six years, for Town Buildings, Emergency Management, and Bridges, for a few examples. All of the Town and School Departments with infrastructure needs have been invited to the kickoff meeting.

The CIP Committee will meet on November 2 and 16, and December 7, 2015 to prioritize and formulate the plan following the Department submissions.

4. There was follow-up discussion on Town safe at Ellis School and records protection. Carlson relayed information from the Town Historian and Town Clerk regarding use of the safe. Cordes discussed the procedural standpoint of involving the School Board in the decision. There was discussion about the Town's requirement to protect these records, and have only limited access to the area. The Town Clerk indicated that she is happy to make those arrangements as needed with the Special Education staff who will have access to their locked file cabinets.

After further discussion, the Board would like to approve the use but have the procedure be that the Town Clerk or Town Administrator be present to open the safe.

Holmes Sr moved to grant the request for the school to store records in the safe with the Town Clerk or Town Administrator present. Janvrin seconded and the vote was approved 3-0. As per the discussion next week, this is a temporary solution and will be reconsidered at such time as the Town needs additional records retention space.

At 7:05 pm Conservation Commission members Bill Knee and Janice O'Brien came into the meeting.

VII. NEW BUSINESS

1. Selectmen reviewed the payroll manifest \$23,594.16 which includes quarterly town official stipends. Motion was made by Janvrin and seconded by Holmes Sr to approve the 09/25/2015 payroll manifest. The vote was approved 3-0. Selectmen then reviewed the accounts payable manifest in the amount of \$1,017,360.50 which includes \$1,000,000 to the Fremont School District, for the current week dated 25 September 2015. Motion was made by Holmes Sr to approve the 09/25/2015 accounts payable manifest. Janvrin seconded and the vote was approved 3-0.

There was some discussion about utility pole licensing and the rationale behind it.

2. Selectmen reviewed the FCTV Cable Revolving Manifest # 2015-018 in the amount of \$383.85 to cover September payroll costs for FCTV operators. Motion was made by Holmes Sr to approve the FCTV Manifest #2015-018 for \$383.85. Janvrin seconded and the vote was approved 3-0.

3. Selectmen reviewed the folder of incoming correspondence.

4. Selectmen reviewed a letter from Gerry Tilley requesting permission for the annual Wreaths Across America Ceremony to be held in Fremont on Saturday December 12th; to hang approximately 400 stars on the large Christmas tree in front of the Town Hall; and to continue fundraising for the Wreaths Across America program. Tilley has also made a request to the Fremont Cemetery Trustees to honor Veterans in Fremont Cemeteries. Holmes Sr moved to approve the request to hang approximately 400 stars on the Town Hall Christmas Tree. Janvrin seconded and the vote was approved 3-0.

Motion was made by Holmes Sr to approve the Wreath's Across America Remembrance Ceremony to be held at the Town Hall at noon on Saturday December 12, 2015. Janvrin seconded and the vote was approved 3-0.

5. The Board scheduled the Veteran's Open House for 5:00 to 7:00 pm on Wednesday November 11, 2015 at the Town Hall.

6. Budget: Carlson circulated 4197 Advertising & Regional Association and 4199 Town Report for Board member review. Carlson reported that there were no further quotes received from the Town's mailbox last week, and that Country Press was the lowest responsible bidder. Jeanne Nygren had contacted them, and sent follow-up letters this week.

4197 Advertising & Regional Association – Request is \$8,045. The dues for Rockingham Planning Commission have increased by \$0.01 per capita with a current population of 4,531; making the request \$4,395 at the total per capita rate of \$0.97. This is an annual due paid by the Town to a Planning Commission, which is required. The NHMA dues have been estimated based on prior history, and after some discussion, were kept at the 2015 budget amount of \$3,500. Motion was made by Janvrin to recommend \$7,895 for 4197 Advertising and Regional Association. Holmes Sr seconded and the vote was approved 3-0.

4199 Town Report – Request is \$2,450 to cover the bid printing price with a \$100 allowance for photographs; and also includes \$100 in postage to mail the reports to State agencies as required. Motion was made by Holmes Sr and seconded by Janvrin to recommend \$2,450 for Town Reports. The vote was approved 3-0.

7. The October Newsletter was reviewed. Some typos were corrected, and an article will be added for a Veteran's Medical benefits informational meeting next Wednesday. Holmes Sr moved to approve the Newsletter with the edits as discussed. Janvrin seconded and the vote was approved 3-0.

VIII. WORKS IN PROGRESS

1. Board quarterly meetings with supervisees, Town Administrator and Police/Fire Chiefs. Meeting with Chief Butler scheduled to be continued on 10/01/2015.

2. Consider budget review schedule and budgets submitted to date – ongoing. Work continues on the basement door replacement. The door was framed and installed this past Monday.

Petition Warrant Articles are due by Tuesday January 12, 2016. The Public Budget Hearing will be held on Tuesday January 12, 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 September 16, 2015. An RFP is out for stone wall restoration and rehabilitation at the Village Cemetery. Due date is Monday 09/28/2015 and proposals will be reviewed by the Cemetery Trustees at their meeting of 10/06/2015. The Library received one proposal for the stack repair work which Trustees reviewed on Wednesday September 23, 2015 at their meeting. They do not feel they can accept the proposal as presented and are still considering how to move ahead.

4. The Snowmobile Grassdrag event will again be held in Fremont on Columbus Day Weekend. The follow-up meeting has been moved up one week to 7:30 pm on Thursday October 29, 2015.

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

6. 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.

At 7:30 pm Conservation Commission members Bill Knee and Janice O'Brien met with the Board to discuss a potential land purchase. Packets of information were submitted for the Board to review and also gave a quick presentation. The subject is Map 5 Lot 61 and it is approximately 112 acres. A portion would be proposed to be funded from the existing bond authority approved by voters.

This has been identified as a high priority location due to wildlife on the site, and important area in regional plans, and included in the Natural Resource Inventory of the Master Plan. The Open Space Committee and Conservation Commission have been looking at this property for about 10 years. The first discussions with the homeowner happened 5-6 years ago and at that time the family said they may be interested in the future. They would like to see it conserved.

O'Brien further explained that the intent is for the Town to buy the fee simple interest and convey an easement to another agency such as SPNHF or the Southeast Land Trust. They do not yet have a hard number for sales price as no appraisal has yet been done.

With regard to an appraisal, they are looking at estimates from the two certified appraisers that the Town has used for such work previously, with estimates of \$2,800 and \$3,000 to do the work. If authorized this fee would come out of the LUCT fund overseen by the Conservation Commission. The current assessed value of the property is \$200,400; and O'Brien said they feel the appraisal will be somewhere near that.

Given this potential sales price, Carlson had obtained bond schedules from the NH Municipal Bond Bank for that amount over 3, 5, and 10 years. O'Brien reviewed the potential tax impacts of these amounts, with the highest tax impact being \$0.21 in the first year of the shortest term bond. This is using the 2014 assessed valuation information available at the time the schedules were drafted.

O'Brien said that if the project moves ahead, they would ask for approximately \$200,000 (sales price) from the voter authorized bond money. They will cover the other costs, including a deposit to contract with the landowner, survey, legal fees, stewardship fee and other acquisition costs, from the LUCT fund. They are only requesting the funding of the purchase price of the land from the authorized bond money. As with past acquisitions, they would try and get additional grants to offset the cost as well.

The landowner is also willing to allow some access over another parcel they own that accesses Beede Hill Road.

In response to Selectmen's questions, Knee said that his estimate is 2/3 of the parcel being dry. The wet portion drains into the aquifer area. He described it as a healthy town forest which is well-managed. Knee said he was impressed with the quality of the work that has been done up there. A local forester and log worker Wayne Towle works there and it is very low impact. The wetland area is the headwaters of the Piscassic River.

They have had general discussions with the landowner but have not done anything formally because they wanted the Board of Selectmen's authorization to move forward prior to entering any formal discussion or agreement. This parcel abuts another parcel that the Town owns (05-052), which is primarily wet.

Holmes Sr discussed his concern about the tax impact of this proposal, coming at a time when the Town is considering other significant cost needs.

There is not that much available right now in terms of grants, but with the project not being ready to close until we are in to the 2016 calendar year, there may be more available in that year.

The family has not provided a timeline in terms of sale of the lot. Southeast Land Trust could also be consulted about their potential assistance with the project, including grants.

Cordes suggested a MOU with the property owner to discuss items like how to handle an appraisal and how it would move forward if the landowner was to change their mind (IE: how to recover appraisal or other costs in the event the sale does not go through). He also suggested an exploratory conversation with the Southeast Land Trust and how they could assist with the project.

Cordes asked if there is any additional money in the LUCT Fund that could be brought forward to the project. Knee said there is approximately \$60,000 in the LUCT fund now, and there would be another deposit at the end of 2015. Carlson will gather the amount accrued to date that would be due to the LUCT fund by year end.

They will keep some money in the LUCT fund for other budgetary expenses, but are willing to use funds to assist the project.

Selectmen asked for them to get some more information while Board members considered the project, and Conservation folks were asked to talk to Southeast Land Trust or another organization about grants opportunities and their ability to assist with the project in other ways, and develop a Memorandum of Understanding with the landowner. They scheduled time to come back on Thursday October 22, 2015 with more information and answers to some of the questions.

They thanked the Board for their time and left the meeting at approximately 7:55 pm.

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

At 7:59 pm motion was made by Janvrin to enter nonpublic session pursuant to NH RSA 91-A:3 II (c) to discuss a tax hardship abatement request. Holmes Sr seconded and the roll call vote was unanimously approved 3-0; Cordes – yes; Holmes Sr – yes; Janvrin - yes.

At 8:13 pm motion was made by Janvrin to come out of non-public session. Holmes Sr seconded and the roll call vote was unanimously approved 3-0; Cordes – yes; Holmes Sr – yes; Janvrin - yes.

X. ANY OTHER BUSINESS

The next regular Board meeting will be a work session, to be held on Thursday October 1, 2015 at 6:30 pm.

XI. ADJOURNMENT – by 9:00 pm

With no further business to come before the Board, motion was made by Janvrin and seconded by Holmes Sr to adjourn the meeting at 8:14 pm. The vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson
Town Administrator