

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

II. ANNOUNCEMENTS

1. This meeting is live broadcast on Channel 22 and will be rebroadcast throughout the week ahead.
2. Spring Bulky Day will be held on Saturday May 7, 2016 from 8:00 am to 12 noon. Volunteers are needed and anyone interested can contact Jeanne or Heidi in the Selectmen's Office to sign up.
3. Exeter Hospital will host its bi-annual sharps collection on Saturday May 14, 2016 from 8:00 am to 12 noon on the Hospital Campus at 3 Alumni Drive.
4. The Annual Memorial Day Parade and Services will be held on Sunday May 29, 2016. Anyone interested in participating should contact Jeanne Nygren in the Selectmen's Office as soon as possible.
5. Ellis School Field Day will be held at the Town's ballfields on Friday June 10, 2016 (Raindate Monday June 13, 2016) and the fields will be closed for the day while events are held.
6. There are currently openings for a cleaning position at Town Buildings, as well as maintenance and lawn care. Any interested persons should check the website for postings or contact Heidi Carlson in the Selectmen's Office.
7. On Wednesday May 4, 2016, there will be a public event focused on the wise use of fertilizers, pesticides, herbicides and neonicotinoids by the Great Bay-Piscataqua Waterkeeper and Exeter's Healthy Lawns-Clean Water Committee. It will take place at the Exeter High School from 6:00 to 8:30 pm. Local lawn care vendors will be present to showcase eco-friendly products as well. This information is helpful to all communities dealing with the MS-4 permitting, and reduction of source and non-source point pollution in local watersheds.
8. The Budget Committee meets next Wednesday at 7:00 pm at the Town Hall; and the Energy Committee is scheduled to meet on Tuesday at 7:00 pm at the Town Hall.

III. LIAISON REPORTS

04/06/2016 Planning Board – Barham reported that there was a very short meeting as they did not have a lot of agenda items. The next meeting will be held on Wednesday April 20th. Barham did mention that Tom O'Brien may come in some evening convenient for him (during Department time) to discuss his appointment as a full member of the Planning Board.

IV. APPROVAL OF MINUTES

Selectmen reviewed the minutes for meetings of 31 March 2016, 04 April 2016, and 05 April 2016. Motion was made by Janvrin to approve the minutes of 31 March 2016. Barham seconded and the vote was unanimously approved 3-0. Motion was made by Barham to approve the minutes of both 04 April and 05 April 2016. Janvrin seconded and the vote was unanimously 3-0.

V. SCHEDULED AGENDA ITEMS

6:45 pm Public Input - none

7:00 pm Department Heads - none

At 7:25 pm Selectman Cordes opened the Hazard Mitigation Public Hearing for acceptance of FEMA approved final plan. No public was present and there was a recap of the past year of work on updating the Town's Hazard Mitigation Plan. This is required for participation in many FEMA reimbursement storm events, as well as several FEMA, NH Homeland Security and Emergency Management Grant Programs.

The Town of Fremont Hazard Mitigation Plan Acceptance Public Hearing Notice was posted on March 21, 2016 and reads as follows:

The Fremont Board of Selectmen will hold a public hearing on April 14, 2016 at 7:15 pm in the basement meeting room at the Fremont Town Hall to accept the final Natural Hazard Mitigation Plan Update 2016 and sign the document cover page for return to FEMA and NH OEM. This is a working document for the Town's Hazard Mitigation Planning purposes. FEMA requires every municipality in the country to develop a Natural Hazard Mitigation Plan to and to update their Plan every five years.

The Draft Plan is posted on the Town's website and available in the Selectmen's Office. No changes have been made, and the Board will adopt the complete document which has now been reviewed and approved by FEMA.

Selectman Cordes reviewed the Resolution that will become part of the Plan as follows:

*Town of Fremont, New Hampshire, Board of Selectmen
A Resolution Adopting the Fremont Hazard Mitigation Plan Update
14 April 2016*

WHEREAS, the Town of Fremont received funding from the NH Division of Homeland Security and Emergency Management under a Pre-Disaster Mitigation Grant and assistance from Rockingham Planning Commission in the preparation of the Fremont Hazard Mitigation Plan Update; and

WHEREAS, several public planning meetings were held between March 2015 and November 2015 regarding the development and review of the Fremont Hazard Mitigation Plan Update 2016; and

WHEREAS, the Fremont Hazard Mitigation Plan Update 2016 contains several potential future projects to mitigate hazard damage in the Town of Fremont; and

WHEREAS, a duly-noticed public hearing was held by the Fremont Board of Selectmen on 14 April 2016 to formally approve and adopt the Fremont Hazard Mitigation Plan Update 2016.

RESOLVED by the Fremont Board of Selectmen:

- The Plan is hereby adopted as an official plan of the Town of Fremont;*
- The respective individuals identified in the mitigation strategy of the Plan are hereby directed to pursue implementation of the recommended actions assigned to them;*
- Future revisions and Plan maintenance required by 44 CFR 201.6 and FEMA are hereby adopted as part of this resolution for a period of five (5) years from the date of this resolution;*

- *An annual report of the progress of the implementation elements of the Plan shall be presented to the Board of Selectmen by the Town's Emergency Management Director or Town Administrator.*

NOW, THEREFORE BE IT RESOLVED that the Fremont Board of Selectmen adopts the Fremont Hazard Mitigation Plan Update.

IN WITNESS THEREOF, the undersigned has affixed his/her signature and the corporate seal of the Town of Fremont on this 14th day of April 2016.

Selectmen reviewed the plan and the final resolution signature page. Motion was made by Janvrin and seconded by Barham to approve the Fremont Hazard Mitigation Plan 2016 and adopt the items resolved as above. The vote was unanimously approved 3-0. Selectmen all signed the Plan.

Janvrin moved to close the Public Hearing at 7:38 pm. Barham seconded and the vote was approved 3-0.

At 7:40 pm Selectmen took up their appointment with Building Inspector Bob Meade to review further and discuss the basement renovations planning that he has done. Meade presented updated plans of the basement renovations with a sheet comparing sizes of rooms from what they are currently to what they are on these newest drawings. Most offices remain very similar in size to what is currently present. The meeting room is what increases the most (doubles in size). Future consideration can be given to an accordion-type wall in between to have the option for two meeting rooms (similar in size to the one existing now). Consideration also needs to be given for storage of the many required records and documents that are in the basement.

There was lengthy discussion and review of room layouts, sizing, and rationale for the rooms and what they will be. There were ideas circulated for best use of the space available. Carlson circulated Meade's numbers for the renovation work and total estimated costs for materials and labor. This does not include the stone wall work, security and fire alarm wiring, which the Board felt was important.

There was discussion about the electrical plan and layout and taking advantage of any incentives that may be out there. Meade said that he has asked electricians to providing pricing. Meade also explained some floodproofing that would be done at the basement level given that water leakage from the front has happened previously. Carlson also mentioned there is also about \$1,000 in an insurance line that can be used toward the renovations (from the water damage claim a few years ago).

After discussion it was agreed to move out the cable wall two feet to make that room a little larger.

It was also agreed that next steps are to get the oil pumped out of the Town Hall tank and get the tank removed; getting the bathroom quotes finalized so that could get underway; and talk to FCTV about what goes into the walls in their space and their floor covering preference. Meade said that Ideal Temp HVAC was going to start in about a month when the heating season was nearing an end to start moving the duct work out.

Meade is removing the raised mechanical platform (under the old furnaces) and Carlson will get the oil tank taken care of.

Meade was thanked for all his hard work on the project and he left the meeting at 8:30 pm.

VI. OLD BUSINESS

1. Carlson reported that Fran Armstrong is interested in being the Town's Representative to SRRDD 53B Solid Waste District for the ensuing year, having served the past year, and enjoying the experience and getting to know the other Committee members. Janvrin moved to appoint Francoise Armstrong as the Town's Representative to SRRDD 53B. Barham seconded and the vote was unanimously approved 3-0.

2. Carlson discussed the Assessing contract with Selectmen in follow-up to their having signed an extension a few weeks ago, to cover the Town's needs through 06/30/2016. There was a lengthy discussion of how to handle the next revaluation cycle including doing cyclical updates, which in essence does 1/4 of the town in review each year in preparation for the 5th year recertification/revaluation cycle mandate.

There was discussion about pros and cons of each style of revaluation, including doing quarterly reviews versus a more thorough fifth year revaluation style update.

The Board reiterated their sensitivity to tax values and the costs of same; and decided to have Carlson put together an RFP that is for the same type of services currently being used, and to include an option, for cyclical review. This way more information will be available.

3. In follow-up to meeting with the Road Agent last week, Selectmen reviewed an advertisement for Sweeper "for sale by sealed bid." There is a minimum bid of \$3,000 for the sweeper. The Board offered one typographical update needed. This will be posted shortly.

4. Copies of the Town's first quarter 2016 budget report were distributed and Carlson again reviewed the default allocation and where the placeholder had been put of the funds not yet allocated, within the Executive budget. Board members will review in more detail and come back with any questions. This has also been distributed to the Budget Committee for their meeting next week. Cordes asked for a draft agenda for that meeting to be forwarded to the Chair as well.

5. Draft copies of the Personnel Policy revised draft from February and March 2016 work sessions was distributed earlier in the week for Board review. Cordes highlighted the two outstanding issues that were not decided despite earlier discussion, and these include vacation coverage and weapons.

Cordes then recapped for Barham's benefit, that in the past 12 months, the Board has made changes to incorporate paid time off for part-time employees of 20 to 29 hours per week; who are eligible for one scheduled work week off with pay; and those who work 30-39 hours per week eligible for two schedule work weeks off with pay.

Janvrin then discussed another approach in that after 10 years you add one year each year after 10, so that you are at four weeks by the 16th year of employment. After further discussion, Barham moved that as of January 1, 2016, the accrual process for full-time employees change so that they have three weeks after 5 years and four weeks after 15 years of employment (ie: 16+). Janvrin seconded and the vote was unanimously approved 3-0.

With regard to the weapons sections of the Personnel Policy, there was varied and lengthy discussion about employees who are scheduled to work and carrying of a firearm being inappropriate, but making some allowance that some of our personnel get called in to work from other things, and may have what they have with them, with them when they respond (IE: Fire or EMS workers who may be hunting and respond to a call from the woods). It is acknowledged that our scheduled Police Officers carry weapons every day, required to do their job.

There was discussion about equipment or tools employees may have with them or that may be in their possession, such as hunting in a lawful manner, or a Leatherman or knife carried by all fire personnel. There was discussion about leaving firearms in a vehicle secured, and the Statute in this area was also reviewed. Selectmen Barham and Janvrin knew more about the NH Statutes in this area, and were tasked with writing draft language to cover lawful possession.

6. The Property Liability Insurance RFP is nearly complete, and a final draft will be emailed to Board members. Final comments are due back to Carlson by Monday.

7. A Camp Fremont Staff Manual has been drafted by Carlson with assistance from other Town's manuals. This draft was circulated for Board members to review, and any comments are welcomed. This information was also shared with the four candidates interviewed this week for the Director and Assistant Director positions, and it will be completed once the Director staffing is hired.

A Camper Manual will also be drawn up with many of the same guidelines. Plans are to hold an information night for camp and also to hold additional training for all staff members.

VII. NEW BUSINESS

1. Selectmen reviewed the accounts payable manifest \$ 41,181.14 for the current week dated 15 April 2016. Janvrin moved to approve the manifest in the amount of \$41,181.14. Barham seconded and the vote was unanimously approved 3-0.

At 8:43 motion was made by Janvrin to recess for 5 minutes. Barham seconded and the vote was unanimously approved 3-0. At 8:47 pm Cordes reopened the meeting.

2. A Board photo will be taken after the meeting to update the Town Website. (This was omitted due to the late hour, and will be reschedule next week).

3. Selectmen reviewed the folder of incoming correspondence.

4. The Town received the following update from our consultant Michael Morrison, an Entomologist from Swamp Inc: As this is a concern for many given the news coverage, I'd like to address the current Zika Virus outbreak. Zika Virus is a rapidly expanding disease and will be addressed in our 2016 mosquito control program. Two mosquitoes are the primary vectors of Zika in the Caribbean, South and Central America. These mosquitoes are both found in warmer states in America and Zika will likely occur there in 2016. At present, neither mosquito has been identified in our area. However, one of them is very close to us and has been identified in New Jersey, New York and Connecticut. The Asian Tiger Mosquito (ATM), *Aedes albopictus*, will eventually inhabit our area and start to show up in our mosquito traps. It is a day biting mosquito and is found in urban and suburban areas. It flies very short distances and is capable of vectoring Zika Virus as well as West Nile Virus, Eastern Equine Encephalitis, dengue and Chikungunya. The presence of this mosquito does not necessarily mean that Zika will arrive soon after. We plan to identify, monitor and control breeding areas of ATM in each of our communities. Breeding areas include container habitats such as street catch basins, tree holes, abandoned pools, stagnant ditches, cemetery urns, clogged gutters, discarded tires and anything that can hold shallow, stagnant waters. I plan to keep you abreast of the situation throughout the season. For more information on Zika, the CDC Website provides the most up to date information available. <http://www.cdc.gov/zika/>

Additionally the Town's Mosquito Control Permit for the current year has been received. Notices were posted on 04/12/2016 announcing the Annual Mosquito Control Program.

5. The Road Agent has identified a dead maple tree on North Road, 220 feet from Tavern Road on the right, with an orange ribbon around it. Selectmen had each individually been by the location to view the tree. Janvrin stated that he indeed concurred with the Road Agent's determination and that the tree is dead and a hazard, and moved to authorize its removal in accordance with the Road Agent's determination. Barham seconded and the vote was unanimously approved 3-0.

6. The Board reviewed a Ballfields and Library lawncare RFP. Some additional information will be gathered for a final review next week.

7. Selectmen reviewed Land Use Change Tax Bills and Warrants processed by the Assessor for the following lots which have transferred or had recent development undertaken:

a. 02-098.001	\$7,250.00	8 Kelsey Drive	Tiffany Lee Homes
b. 02-098.002	\$7,100.00	2 Kelsey Drive	Tiffany Lee Homes
c. 03-056.010	\$7,000.00	148 Spaulding Road	Beede Spaulding
d. 03-056.012	\$7,000.00	144 Spaulding Road	Beede Spaulding
e. 03-056.013	\$7,000.00	138 Spaulding Road	Beede Spaulding
f. 03-056.019	\$7,000.00	147 Spaulding Road	Beede Spaulding
g. 03-056.020	\$7,000.00	149 Spaulding Road	Beede Spaulding
h. 03-056.021	\$7,000.00	157 Spaulding Road	Beede Spaulding
i. 03-056.023	\$7,000.00	152 Spaulding Road	Beede Spaulding
k. 03-056.011	\$7,000.00	146 Spaulding Road	Beede Spaulding (Keyser)
l. 03-056.014	\$7,000.00	134 Spaulding Road	Beede Spaulding (Rochiltz & Bannister)
m. 03-056.015	\$7,000.00	133 Spaulding Road	Beede Spaulding (Klaassen)
n. 03-056.016	\$7,000.00	135 Spaulding Road	Beede Spaulding (Cloutier)
o. 03-056.017	\$7,000.00	139 Spaulding Road	Beede Spaulding (Klassen)
p. 03-056.018	\$7,000.00	145 Spaulding Road	Beede Spaulding (Morin)
q. 03-015.001.050	\$2,142.85	3 Hoyt Way	Centerview Hollow
r. 03-015.001.054	\$2,142.85	11 Hoyt Way	Centerview Hollow
s. 03-015.001.056	\$2,142.85	15 Hoyt Way	Centerview Hollow
t. 03-015.001.057	\$2,142.85	16 Hoyt Way	Centerview Hollow
u. 03-015.001.059	\$2,142.85	12 Hoyt Way	Centerview Hollow
v. 03-015.001.062	\$2,142.85	6 Hoyt Way	Centerview Hollow
w. 03-015.001.063	\$2,142.85	4 Hoyt Way	Centerview Hollow

Motion was made by Janvrin to approve the list of Land Use Change Tax bills and warrants and read the list of items a. through w. aloud. Barham seconded and the vote was unanimously approved 3-0.

A five minute recess was taken from 9:15 to 9:20 pm. Some pages of the documents above needed to be reprinted to include Barham's name.

8. Tax Exempt Filing Form A-9 for the People's United Methodist Church for parcels 03-047 (Church) and 03-054.001.029 (Parsonage) has been reviewed and found to be in order by the Town's Assessor. Motion was made by Barham and seconded by Janvrin to accept the Assessor's recommendation and approve the exemptions. The vote was unanimously approved 3-0.

9. Selectmen reviewed FCTV Manifest 2016-08 in the total amount of \$144.88 with payments to:
Kevin Woods \$15.08 reimbursement for video amplifier;
NH CCM \$50.00 for annual membership dues in the Association
Comcast \$79.80 for payment of four months of the added IP address for FCTV at \$19.95 per month

Barham moved to approve FCTV Manifest # 2016-08 in the amount of \$144.88. Janvrin seconded and the vote was unanimously approved 3-0.

10. Carlson advised the Board that the Police Department Highway Safety Equipment Grant for replacement radar units has been approved in the amount of \$2,559. This is 50% of a matching grant (total project \$5,118.00). The Town would pay the invoice to purchase two new cruiser units to replace two older (15+ year) radar units, and then be reimbursed half. The Chief is requesting to transfer \$902 from budget line 4210102; and \$1,657.00 from budget line 4210401 to lint item 4210405 to purchase the new equipment, and further to have the Board vote (in accordance with NH RSA 31:95-b to accept and expend the grant funds) to allow the reimbursement to be replaced in the budget line to cover the purchase price.

The Board reviewed the documents and Janvrin moved to approve the NH Highway Safety Grant paperwork as outlined and authorize Cordes to sign on behalf of the Board. Barham seconded and the vote was unanimously approved 3-0.

11. Selectmen reviewed a 2016-2017 Intent to Excavate for Parcel 04-015 owned by Fremont Park Associates LLC. With all in order, Barham moved to sign the Intent. Janvrin seconded and the vote was unanimously approved 3-0.

12. Selectmen reviewed a Current Use application for the 2016 tax year for parcel 05-030 owned by Martin Stollar and Terry Eustis on Loon Way. The Assessor has been through the application, submitted with proper maps and document, and is also recommending it for approval. Barham moved to approve the Current Use Application for parcel 05-030 owned by Martin Stollar and Terry Eustis. Janvrin seconded and the vote was unanimously approved 3-0.

13. Carlson reported that Chief Twiss is in contact with Irwin Motors regarding new cruiser order. This is state bid price for the basic vehicle, and the equipment to outfit new vehicles is encumbered in Purchase Orders from the fall of 2015. One cruiser is in, and the other is coming soon. The Chief will be forwarding the financing options shortly. He is also working on getting trade in values from Irwin Motors and Adamson Industries on the two vehicles to be retired.

14. Selectmen reviewed an Excavation Tax Warrant in the amount of \$110.00 for the 2015-2016 tax year for parcel 04-015 owned by Fremont Park Associates LLC. Motion was made by Janvrin to approve the Warrant in the amount of \$110.00 for parcel 04-015. Barham seconded and the vote was unanimously approved 3-0.

15. Copies of the Stantec engineering report on summer road improvement work for Whittier Drive and Sandown Road were distributed to Board members. Road Agent Leon Holmes Jr and the Engineer will be in to meet with the Board next week to discuss the report and the Road Agent's planned work.

VIII. WORKS IN PROGRESS

1. The Town is looking for interested volunteers for the following positions:
 - a. Zoning Board of Adjustment Member (usually meets once per month)
 - b. Rockingham Planning Commission Metropolitan Planning Organization Transportation Advisory Committee member representative (usually meets bi-monthly)
 - c. Parks & Recreation Commission Member (meets once per month)
 - d. Planning Board Alternate (meets twice per month)

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 9:57 pm Janvrin moved to enter non-public session pursuant to NH RSA 91-A: 3 II (c) and (e) to discuss Camp Fremont summer staffing and the hiring process. Barham seconded and the roll call vote was unanimously approved 3-0; Cordes – yea; Janvrin – yes; Barham – yes.

At 10:30 pm motion was made by Janvrin to return to public session. Barham seconded and the roll call vote was unanimously approved 3-0; Cordes – yea; Janvrin – yes; Barham – yes.

Selectmen reviewed that the summer camp staffing had been discussed. Carlson will continue to work with the Chair of Parks & Recreation to get staffing finalized.

Selectmen also discussed the 2016 pay matrix for uniformed members of the Fremont Police Department. These officers, except the Chief's position, that are still on the matrix were carried in the default budget. Pursuant to the Chief's letter of March 22, 2016, Barham moved to approve the proposed pay matrix for the uniformed personnel currently on the matrix as of the next payroll. Janvrin seconded and the vote was unanimously approved 3-0

The next regular Board meeting will be a work session, to be held on Thursday April 21, 2016 at 6:30 pm.

IX. ADJOURNMENT - At 10:35 pm motion was made by Barham to adjourn the meeting. Janvrin seconded and the vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson
Town Administrator