

I. CALL TO ORDER at 6:30 pm in the basement meeting room at the Fremont Town Hall. Present were Selectmen Gene Cordes, Neal Janvrin and Roger Barham; and 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. 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.
3. On Saturday May 14th in Fremont several events are taking place including the Fremont Public Library Book Sale and Fremont Garden Club Plant Sale from 9:00 am to 2:00 pm at the Fremont Public Library; and the town wide yard sale. The map for the yard sale is on the Town's website homepage.
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. This year children, youth teams and clubs should line up at Spaulding Road (with parking in the KTM lot) no later than 8:45 pm.
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. The Town has advertised for sale by sealed bid a 2000 Sweepster Tow-Behind power broom. The ad can be seen on the Town's website and more information or an appointment to view it can be made by contacting the Road Agent.

III. LIAISON REPORTS

From the Building Inspector: He is working with the HVAC Company and KTM regarding order of some work, including initial duct work, then asbestos removal, then more work by the Town; and then the HVAC contractor back to finish. The work is underway on the egress door and quotes are still coming in for the other trades.

IV. APPROVAL OF MINUTES

Selectmen reviewed the minute of 05 May 2016 regular meeting and 09 May 2016 non-public session. One edit was added to the Minutes of May 5th. With no other changes, Janvrin moved to accept them as amended. Barham seconded and the vote was unanimously approved 3-0. Janvrin moved to approve the minutes of 09 May 2016. Barham 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

VI. OLD BUSINESS

1. Selectmen reviewed current updates on Shirkin Road, and Carlson indicated that a meeting has been established with Chief Twiss and NH Fish & Game. Barham had circulated an article from NH Town and City related to mud season and the Town's ability to close a Class VI road during mud season annually.
2. Saturday's Bulky Day Drop-off was extremely busy and successful despite the rainy weather! There was discussion about including on the Town's website, a map of the area so that people might better pack their cars in the order in which they can unload when entering the site. Carlson has such a map and will refresh it and see about getting it to the website in advance of Fall Bulky Drop-off.
3. Carlson presented the Police Cruiser lease paperwork and application forms. Janvrin moved to authorize Town Administrator Heidi Carlson to sign the lease application paperwork and contracts on behalf of the Town. Barham seconded and the vote was unanimously approved 3-0. Barham then moved that the Board certify to Ford Motor Credit that the approved 2016 budget includes, within the Police Department line items, an appropriation of \$25,000 annually for the current payment and that said sum is included in the town's annual default budget for lease payments. Janvrin seconded and the vote was unanimously approved 3-0.

VII. NEW BUSINESS

1. Selectmen reviewed the accounts payable manifest. Barham moved to approve the manifest in the amount of \$531,168.08 dated 13 May 2016. Janvrin seconded and the vote was unanimously approved 3-0.
2. Selectmen reviewed two mowing proposals for Library and Ballfields work which were received by the deadline of May 10, 2016 at 4:00 pm. Both were opened by Board members and read aloud. A cursory review of the totals show that Troy Bolduc is the low bidder for the ballfields and that Dan Knight is the low bidder for the Library. The current plan is that this will be on-call, if the Town's current staff can't keep up with mowing once the season is fully underway. Both contractors will be contacted and added to the Town's vendor system.
3. Selectmen reviewed the folder of incoming correspondence.
4. Carlson reviewed with the Board the process being undertaken relative to the DARE Expendable Trust Fund for the current year. The invoicing came in too late to be processed as per the normal setup from the Trustees of Trust Funds, as the Town's general fund check had not yet been sent to the Trustees. With documentation from the Auditors, the invoices for next week's DARE Graduation will be paid from the general fund, and the balance will be sent by check to the Trustees to establish this new Expendable Trust Fund.
5. Selectmen reviewed the two pending Elderly Exemptions which have been reviewed and found to be eligible with information submitted. Janvrin moved to approve the exemption for Donald Denney on parcel 01-092. Barham seconded and the vote was approved 3-0. Barham then moved to approve the exemption for Donald & Roberta Faxon on parcel 03-015.001.030. Janvrin seconded and the vote was unanimously approved 3-0.
6. Selectmen reviewed the CAI Technologies Annual Contract for WEBGIS Support. The contract is \$1,800 annually and it provides all of the Town's tax map data on line. Carlson discussed the services, and Barham added it is user friendly. Janvrin moved to approve the contract, including the increase in fee

for additional services beginning July 2017. Barham seconded and the vote was unanimously approved 3-0.

7. Selectmen reviewed an Intent to excavate for Martin Ferwerda at Governor's Forest on parcel 03-002. Carlson explained the current/on-going Planning Board process relative to all gravel operations being reviewed and bonds updated. Barham added that the Town's regulations require no more than 5 acres open at a time. Carlson further explained that the Town's Excavation Permitting process (with the Fremont Planning Board) is independent of this form and it's approval. With all in order for this Intent, motion was made by Barham to approve it. Janvrin seconded and the vote was approved 3-0.

8. Selectmen had been contacted to check the area of 278 North Road for three 10" trees that are hanging over the road which the Road Agent feels are a hazard. Board members had viewed them individually in the past couple of days. After some discussion, Janvrin moved that the Selectmen authorize the Road Agent to remove the clump of trees near 278 North Road because he has identified them as a hazard. Barham seconded and the vote was unanimously approved 3-0.

9. A draft Vendor list RFP process form was circulated for Board review. This is a work in progress, and the Board suggested checking with other towns to see how it works.

10. Selectmen reviewed a Land Use Change Tax for parcel 02-001.014 in the amount of \$9,000 based on sale of the lot. Barham moved to assess the Land Use Change Tax for parcel 02-001.014 in the amount of \$9,000. Janvrin seconded and the vote was unanimously approved 3-0.

It was noted for the record that the Board met on Monday night and voted to approve a performance appraisal document for the Fire Chief, and the final copy was available for the Board to sign tonight. Carlson was directed to have Chief Butler sign, and release his copy to him.

VIII. WORKS IN PROGRESS

1. Memorial Day Planning – Selectmen briefly reviewed the requirements for speeches and order of presentations. Janvrin offered to do the opening remarks and Barham the closing remarks. Cordes will do the introductions throughout the event. Carlson is also working on another presentation to be made during the Ceremony.

2. The Town is still in need of members interested in joining the Zoning Board of Adjustment, one full member and a couple of alternates. A Rockingham Planning Commission Metropolitan Planning Organization Transportation Advisory Committee member representative is also needed. 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 7:40 pm a motion was made by Janvrin to enter non-public session pursuant to NH RSA 91-A:3 II (c) to discuss a personnel matter. Barham seconded. The vote was unanimously approved 3-0 on a roll call vote. Cordes – yes; Janvrin – yes; Barham – yes.

At 7:55 pm motion was made by Janvrin to return to public session. Barham seconded and the vote was unanimously approved 3-0 on a roll call vote. Cordes – yes; Janvrin – yes; Barham – yes.

Selectmen reviewed the final performance evaluation for Richard Butler for the 2015 year and signed the document.

Approved 05/19/2016

The Board was also updated on status of conditional offers for the Parks & Recreation Summer Camp Director and Assistants.

The next regular Board meeting will be a work session, to be held on Thursday May 19, 2016 at 6:30 pm.

IX. ADJOURNMENT – by 9:00 pm

With no further business to come before the Board, motion was made by Barham and seconded by Janvrin to adjourn the meeting at 8:00 pm. The vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson
Town Administrator