

Approved 08/18/2016

I. CALL TO ORDER at 6:30 pm in the basement meeting room at the Fremont Town Hall. Present were Selectmen Gene Cordes and Neal Janvrin; and Town Administrator Heidi Carlson. All rose for the Pledge of Allegiance. Selectman Roger Barham arrived at 6:40 pm.

II. ANNOUNCEMENTS

1. This meeting is live broadcast on FCTV Channel 22 and will be rebroadcast during the week ahead.
2. Summer hours are in effect for the Town Clerk Tax Collector. The office is CLOSED on Mondays through September 5, 2016. All Town Offices are CLOSED on Monday September 5th for Labor Day and trash/recycling are delayed one day during that week.
3. The Town's new assessing contract includes provisions to do cyclical updates. This means that 1/4 of the Town will be reviewed each year (data and listing information) toward the end goal of an every fifth year revaluation/recertification process required by the State. Assessors will be out in the field more often looking at all of the housing stock. They will update photos and listing information, and will ask to view your home if you are there when they visit. This is at the owner's discretion, but is most helpful to the Town to ensure we have the best, most up to date information to arrive at your assessed valuation.

MRI personnel are in the field working on these properties, and they carry MRI Photo Identification and have with them, a letter from the Town. Currently Jerry Quintal and Dan Scalzo are working in Fremont collecting the data. The Selectmen's Office will always know when they are working in Fremont, so please feel free to call if you have any questions, Heidi or Jeanne in the Selectmen's Office.
4. The Fall Hazardous Waste Day will be held Saturday September 17, 2016 from 9:00 am to 12 noon at the Brentwood Highway Shed on Middle Road.
5. The severe drought is affecting the Town's playing fields and they are being monitored daily in case use of them needs to be suspended to save on further damage. Some repair work has just been completed to replace broken and worn out sprinkler heads.
6. The NH Primary will be held on Tuesday September 13, 2016. Polls are open 7:00 am to 8:00 pm at the Ellis School, 432 Main Street in Fremont. The Town Clerk Tax Collector is closed on Election Day.

III. LIAISON REPORTS

The Budget Committee will meet on Wednesday August 17, 2016 at 7:00 pm in the Main Floor Meeting Room at the Town Hall.

The Energy Committee will meet on Tuesday August 16, 2016 at 7:00 pm in the basement meeting room at the Town Hall.

IV. APPROVAL OF MINUTES

Selectmen reviewed the minutes of 04 August 2016. Janvrin moved to approve the minutes of 08/04/2016 with one amendment correcting "application" to "warrant" on New Business item 5. Cordes seconded and the vote was approved 2-0.

V. SCHEDULED AGENDA ITEMS

6:45 pm Public Input - none

7:00 pm Department Heads - none

Carlson provided updated from the Road Agent to report how happy he is with the work on Whittier Drive and Sandown Road. The projects are very near completion. Paving was completed last week. Shoulder work took place much of this week. There is one final roll that he plans to undertake shortly. After having spoken with the engineer today, he feels it will come in slightly under budget. He expects to have final numbers in the next week or so.

The roadside mower is due to arrive on Monday for the two week rental period, and he will be busy with that over the next two weeks.

Roger Barham came in to the meeting at 6:40 pm. He was brought up to date on items already addressed. Barham reported a conversation today with Dan Tatem regarding the Galloway Site Plan application. He is confident that by the time of the next Public Hearing in October that many more of the outstanding items will be taken care of.

Additionally there was some discussion about the completion of the Planning Board budget for submission to the Selectmen's Office. Barham met with Casey Wolfe yesterday to do this work.

VI. OLD BUSINESS

1. Carlson stated that in preparation for the Budget Committee meeting next week, she had begun a review of the budgeting calendar draft, including dates for Public Budget Hearing and Deliberative Session. This was shared for Board review and consideration.

The updated budget worksheet with expenses and revenues through 08/12/2016 was circulated for review, and has been posted to the website. This will also be distributed to the Budget Committee.

2. Carlson brought forward again the ZBA Plan Comment Sheet for a variance on parcel 02-001.002 for a garage located within the 100' wetlands setback at 29 Scribner Road. The map from the application was also provided for the Board's review. Selectmen saw no problem with the proposal so long as all appropriate erosion control measures are in place as recommended.

Janvrin moved to offer no objection to the variance for parcel 02-001.002 as long as all erosion control measures are taken when it comes to construction of the garage. Barham seconded and the vote was approved 3-0.

3. Looking ahead to scheduling ahead for fall, Carlson proposed Saturday October 22, 2016 for Bulky Day. Motion made by Janvrin to set Fall Bulky for Saturday October 22, 2016. Barham seconded and the vote was approved 3-0.

Carlson asked the Board to be mindful of other dates which may be needed for budget workshops as we progress through the coming weeks.

4. Carlson had prepared a rough spreadsheet of trades and costs for the Town Hall basement renovation project, working with Bob Meade. The Board took this for further review and consideration and will walk around the basement after the meeting tonight to view progress. They want to keep the project moving quickly and believe that we will need more trades people involved to stay on schedule.

5. The Fire Rescue Department has received a donation of 8 AED (Cardiac Science) units. Carlson is working with Captain O'Connor to get supplies and a check of the units to get them in service at Town

Buildings as planned. The encumbered funds will be used to purchase the housing (brackets, etc) as needed for the mounting ones, batteries and pads.

6. Janvrin discussed the well at the Safety Complex, and said that he had spoken with former Fire Chief Dick Heselton to get additional history. Heselton recollected that the original pump was bogged down after about five years due to sand, and is not in the well any longer (now in use at the cemetery). A new pump was installed and at that time the pump got lodged in the well.

Henry Deboer's of Epping Well & Pump has offered to do a free review of the situation and put a camera in the well to see what is actually going on and propose some options. He suggested that best case scenario is that whatever was blocking it has moved or corrected itself by being knocked loose. With the Board's agreement, Janvrin will contact him again and see about getting this done.

VII. NEW BUSINESS

1. Selectmen reviewed the payroll manifest \$27,613.69 and accounts payable manifest \$44,065.90. . Motion was made by Barham to approve the payroll manifest of \$27,613.69 for the current week dated 12 August 2016. Janvrin seconded and the vote was approved 3-0. Janvrin then moved to approve the accounts payable manifest for the current week dated 12 August 2016. Barham seconded and the vote was approved 3-0.

2. Selectmen had reviewed the draft audit report during this week, and reviewed the MD&A statement and discussed both tonight. Selectmen suggested asking the auditors what we may have to change with regard to the new GASB regulations, including how they may affect Fremont. The Board was comfortable with the MD&A statement and moved it forward as part of the 2015 report.

3. Selectmen reviewed the folder of incoming correspondence.

4. Carlson brought forward a reappoint form for Donald Marshall as RPC Representative Commissioner for a term to expire March 2018. The Town was notified today that in recordkeeping checks, the RPC shows his appointment with them having expired in October 2015. This is a four year term and Don remains active in the Executive Committee and other RPC functions. Selectmen asked that the form be updated to be valid through March 2019 for the four year term, and with that change, Barham moved to appoint Donald Marshall as an RPC Commissioner Representative from Fremont through march 2019. Janvrin seconded and the vote was 3-0.

5. Carlson indicated that beginning next week the open hours for the Planning & Zoning Office will be Monday from 8:30 am to 12 noon and Thursday from 8:30 am to 5:00 pm.

6. There was an overall review of the annual snowmobile grassdrag event. Carlson has reached out to the NH Snowmobile Association to schedule the pre-meeting.

VIII. WORKS IN PROGRESS

1. Currently the Town is in need of members and alternates interested in joining the Zoning Board of Adjustment, and a Rockingham Planning Commission Metropolitan Planning Organization Transportation Advisory Committee member representative. There are also Fremont openings on the Lamprey River Advisory Committee. 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 Janvrin moved to enter non- 91-A:3 II (c) to discuss an employee matter and tax hardship matters. Barham seconded and the roll call vote was unanimously approved 3-0: Cordes – yes, Barham – yes, Janvrin – yes.

At 8:05 pm motion was made by Janvrin to come out of non-public session. Barham seconded and the roll call vote was unanimously approved 3-0: Cordes – yes, Barham – yes, Janvrin – yes.

Janvrin moved to abate \$1,900 on the 2013 tax lien interest for parcel 01-005 in concurrence with the payment plan approved March 2016 and the owner's continued payment plan being formalized. This is 2/3 of the accrued tax lien interest. Barham seconded and the vote was approved 3-0.

Janvrin then moved to approve the identified tax payment plan for parcel 03-002.002.05B. Barham seconded and the vote was approved 3-0.

Carlson updated the Board on other tax payment plans in advance of the pending deed process timeline.

Barham then moved to forward the legal and Building Inspector's letters and reports to Town Counsel for consideration and preparation of a Cease & Desist order for site plan violations at 459 Whittier Drive. Janvrin seconded and the vote was approved 3-0.

The next regular Board meeting will be held on Thursday August 18, 2016 at 6:30 pm. This will be a work session.

IX. ADJOURNMENT – by 9:00 pm

Respectfully submitted,

Heidi Carlson
Town Administrator