

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

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.
3. The Town's new assessing contract includes provisions to do cyclical updates. Assessors are in the field about once per week. 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 with their name and vehicle information. The Selectmen's Office will always know when they are working in Fremont, so please feel free to call Heidi or Jeanne if you have any questions.
4. The Fall Hazardous Waste Day will be held Saturday September 17, 2016 from 9 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.
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.

III. LIAISON REPORTS

08/16/2016 Energy Committee – Cordes updated the Energy Committee on the status of the HVAC installation and the Town Hall renovations. They also talked about the solar array at the Safety Complex and are still waiting on pricing. Janvrin added that they are going to focus on additional community education, reaching out via the cable channel and web page on the purpose of the Energy Committee and information on energy efficiency, etc.

08/17/2016 Planning Board – Barham said that questions regarding impact fees were raised. Growth has slowed in Fremont right now, and there is particularly not a lot of school growth. The impact fee was designed to help with growth, and the Planning Board is going to look at other functions or purposes since there is not growth right now. They will also look further at current growth numbers and trends.

Additionally, the Planning Board had a preliminary discussion about a Conditional Use Permit and Site Plan Review for 827 Main Street (the former Provider Bus site). The Building Inspector reported in on issues at Governor's Forest including emergency access at the end of the project and a potential wetlands issue that he is working with DES on. The Inspector also updated the Planning Board on the information which is being put together to send to the Attorney on the Surprenant matter.

Lastly, Barham reported a new property owner is requesting information on upgrade of Loon Way (a Class VI road) in order to obtain a building permit. The owner has not been able to be reached, but needs to talk with the Selectmen's Office and Road Agent before about said upgrade prior to obtaining a building permit. There was general discussion about the Town of Fremont's process for upgrading a Class VI road.

Approved 08/24/2016

08/17/2016 Budget Committee – Cordes provided an update to include the Committee's organization for the upcoming fall work on all of the budgets. A schedule was adopted to include meeting weekly on Wednesdays at 7:00 pm beginning September 14 through December 21, exempting the week of Thanksgiving.

The Committee received a 06/30/2016 unaudited School District financial report. The Committee has not yet decided which Town departments to meet with, but updated financial reports for all agencies were requested to be mailed out the Committee ahead of that next meeting (by the Town and by the SAU Office).

IV. APPROVAL OF MINUTES

Janvrin moved to approve the minutes of 11 August 2016. Barham seconded and the vote was approved 3-0.

V. SCHEDULED AGENDA ITEMS

6:45 pm Public Input - none

VI. OLD BUSINESS

1. Town Hall Renovations progress reported: The blue safe has been emptied and will be removed from the basement tomorrow. K P Electric is due next week to begin work on the corner by the door to be removed; and immediately thereafter Steve Tomasz will be here to put the window in where the old door was (mason work around it). Town crews are also removing the old door tomorrow and working on additional framing.

The Board asked that Carlson set up a meeting with Bob Meade for some evening next week. There was discussion about overall storage space for records retention and use of the building by other organizations.

2. Safety Complex well updates – Janvrin reported that Epping Well & Pump will be at the Safety Complex at 8:00 am on Wednesday August 24th to put a camera in the well. Mike Malloy will be asked to be present, and Department Heads will be advised of the schedule.

3. Selectmen reviewed a list of towns provided by Carol Granfield for comparison for the wage study. Of the list, Selectmen chose nine towns that are similar in size and layout, to Fremont. This included Auburn, Candia, Chester, Danville, Deerfield, Epsom, Northwood, Nottingham, and Sandown. The Board asked about Newfields as a comparison as well, and this will be posed to MRI. Newfields is significantly smaller. The excluded towns were Brentwood, Kingston and Epping due to their population size and commercial development.

3. Carlson provided updates regarding a visit today from Primex, the Town's new PLT Insurance carrier. This was an instructional session regarding operations and claims, and the representative also provided additional information, vehicle packets, and multiple training options which have been distributed to all Town Departments.

At 7:00 pm the Fire Chief came in to the meeting to give the Board some updates on the new truck, which came on Monday evening to be viewed by the Department. They hope to have it finished and back in Fremont by the end of the month. The lettering needs to be done, and a few minor changes and compartment setups.

Once they do some training, they will hold an Open House for the public to come and see the truck. Cordes had advised the Budget Committee of this new acquisition and they were also looking forward to its arrival.

There was some discussion about dry hydrants in town, including the Sandown Road Bridge (in need of some repair), Sand Hill (water level is down below the intake pipe); but the Chief said Spaulding Road now has two cisterns, and the wellhouse is operational. Dale Turner is putting the boards back in the dam, and the water is beginning to come up very slowly.

Chief Butler left the meeting at 7:13 pm.

VII. NEW BUSINESS

1. Selectmen reviewed the accounts payable manifest \$21,490.19 and asked several questions about vendors. Barham moved to approve the accounts payable manifest in the amount of \$21,490.19 for the current week dated 19 August 2016. Janvrin seconded and the vote was approved 3-0.
2. The Town Forest Ordinance is being updated to reflect the Town Meeting designation of Parcel 03-056 (Beede Spaulding Conservation Land) as Town Forest. Carlson has done the edits and forwarded it to the Conservation Commission for review. As it was a Town Meeting vote, no further action is necessary, this is a housekeeping update.

Additionally, it has been made clear that several of the Conservation Easements do not allow for vehicular traffic, so that the earlier request for handicap access is not allowed by vehicular means. This needs to be shared with the resident who made the request. Selectmen questioned this and the desire to not exclude someone who wants to use the Town forests. They suggested that the Conservation Commission contact the easement holder to get their thoughts on the matter and what options may be open.

3. Selectmen reviewed the folder of incoming correspondence.
4. The Board's meeting next week will be held on Wednesday August 24th. Selectmen will attend election training in Derry next Thursday evening.
5. Selectmen reviewed the cemetery deed for Elizabeth Beaulieu for Lots 11 and 12 in the new Section B of the Leavitt Cemetery. With all in order and the fees paid motion was made by Janvrin to sign the deed. Barham seconded and the vote was approved 3-0.
6. Selectmen had reviewed the September Newsletter circulated yesterday. Cordes noted some edits and Barham moved to accept the draft as edited. Janvrin seconded and the vote was approved 3-0.
7. Selectmen reviewed the MS 535 which has been prepared by the Town's Auditing firm. Motion was made to sign three copies of the signature page of the 2015 MS 535. Barham seconded and the vote was approved 3-0.
8. The following budgets were distributed for Board review and discussion next week: 4220 Fire Rescue, 4414 Animal Control, and 4550 Library.

Carlson noted that Highway, Police, and Cemetery have also been submitted, and that she is working on formatting and will distribute within the next week for review.

Approved 08/24/2016

Selectmen discussed looking at pay increases based on the allocation of the default budget, as the Board continues to be interested in looking at this as the Town's employees are the mainstay of Town operations.

9. Carlson referenced the Municipal Records Board and governing statute NH RSA 33-A as well as the Town of Fremont Record Retention Policy. Carlson suggested removing the statute wording from the Town policy and making a reference to it, as the statute is updated frequently, and all Departments must continually reference the changes. The Board felt this was acceptable and will look at a draft of the revised policy once completed.

VIII. WORKS IN PROGRESS

1. Currently the Town is in need of members and interested volunteers for various Boards, Committees, and Representative positions. Anyone interested could begin by contacting Heidi Carlson for more information or attend an upcoming meeting.

Anyone who is looking to volunteer is welcomed to come forward. Cordes also added that the Energy Committee is currently a group of about 4, they meet monthly and are looking into additional community participation and education.

The upcoming municipal law lecture series was also mentioned, for any of the Land Use Boards or the Selectmen. A copy will be circulated and put into the mail folder next week.

IX. NON-PUBLIC SESSION NH RSA 91-A

At 7:55 pm motion was made by Janvrin to enter non-public session pursuant to NH RSA 91-A:3 II (c) and (e) to discuss a legal matter and a tax hardship matter. The roll call vote was unanimously approved: Cordes – yes; Janvrin – yes; Barham – yes.

At 8:30 pm motion was made by Janvrin to return to public session. Barham seconded and the roll call vote was unanimously approved: Cordes – yes; Barham – yes; Janvrin – yes.

Selectmen directed Carlson to schedule time with Bob Meade next week regarding basement renovations and personnel time and resources.

Selectmen also directed Carlson to follow-up with Town Counsel about the LOSAP plan and NH RSA 100-B.

The next regular Board meeting will be held on Wednesday August 24, 2016 at 6:30 pm. Board members will attend election training on Thursday August 25, 2016 in Derry.

IX. ADJOURNMENT – by 9:00 pm

With no further business to come before the Board, motion was made by Janvrin to adjourn the meeting at 8:35 pm. Barham seconded and the vote was approved 3-0.

Respectfully submitted,

Heidi Carlson, Town Administrator