

**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; Town Administrator Heidi Carlson; and Emergency Management Director Nathan Draney. 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 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.
5. 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.
6. Bulky Day is scheduled for Saturday October 22, 2016 from 8:00 am to 12 noon but the Town is still searching for a suitable electronics vendor. People with electronics should be mindful of the Hazardous Waste Day on September 17<sup>th</sup> to get rid of those items if needed.
7. All Town Offices are closed on Monday September 5<sup>th</sup> for Labor Day. There is a one day delay in trash and recycling collections during that holiday week.
8. Neal Janvrin said that this coming Tuesday evening August 30<sup>th</sup> at 7:00 pm at the Fremont Public Library, that Dennis Howland is doing a presentation on the Town hiking trails and Town Forest Properties. All are welcome.

Selectmen took up meeting with the Emergency Management Director Nathan Draney. He had some follow-up information on a potential water source ("buffalo" storage unit). He contacted the National Guard and then was directed to NH Homeland Security for this type of use. There is now a charge for this type of service and he discussed some of the associated costs. Some questions were discussed about how long it would take them to mobilize as well as how long we could keep it. Draney will follow-up further to get this additional information.

Draney said that he had contacted the resident on Riverside Drive in follow-up to a well going dry. They were pleased to have the information and follow-up. He also said they had contacted a pool company to have their well filled up, and that type of service is not unusual for dry wells. There is one additional resident we know of that has a well problem, located on Main Street.

Draney left the meeting at 6:45 pm.

## **III. LIAISON REPORTS**

08/23/2016 Zoning Board of Adjustment – Janvrin reported on the meeting for a variance to build a garage that encroaches on the wetland setback at parcel 02-001.002. A site walk was scheduled for Monday August 29, 2016 at 5:30 pm.

#### **IV. APPROVAL OF MINUTES**

Janvrin moved to approve the minutes of 18 August 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 Payment request #1 from Stantec for GMI Asphalt in the amount of \$215,914.78. There is still some additional invoicing to be received, but the project is under the projected overall budget. Barham moved to approve the payment to GMI in the amount of \$215,914.78 for work on Sandown Road and Whittier Drive. Janvrin seconded and the vote was approved 3-0.

Selectmen then discussed encumbering the balance right now so that it is taken care of and carried properly in the Town's financial reports. Barham moved to encumber the amount of \$4,406.42 for one year as payment to GMI Asphalt Inc conditional on the road work being satisfactory for the one year period. Janvrin seconded and the vote was approved 3-0.

2. The Grassdrag preliminary meeting will be held at 7:30 pm on Thursday September 15, 2016 as part of the regular Selectmen's Meeting. Letters to the abutters and Martin Road residents will go out at the end of the week.

3. Selectmen reviewed and signed a previously agreed to payment plan for parcel 01-005. This has been signed by the property owners as well.

4. Selectmen reviewed some follow-up information from Mike Malloy on the Safety Complex well exploration attempt today by Epping Well & Pump. Janvrin will follow-up with Epping Well as soon as possible on additional options.

#### **VII. NEW BUSINESS**

1. Selectmen reviewed the payroll manifest \$24,633.94 and accounts payable manifest \$18,564.95 for the current week dated 26 August 2016. Selectmen also reviewed and approved Department Head timesheets. Motion was made by Barham and seconded by Janvrin to approve the accounts payable manifest of \$18,564.95 and the payroll manifest \$24,633.94 dated 08/26/2016. The vote was approved 3-0.

2. Selectmen reviewed a Purchase Order 2016-012 for wifi upgrade and firewall hardware unit to include all installation \$1,685.00 through DayStar; and Police Department Purchase Order 16-3 for \$2,467 for purchase of ammunition through AAA Police Supply. Motion was made by Barham to approve PO 2016-012 for the computer upgrades and have Cordes sign on behalf of the Board. Janvrin seconded and the vote was approved 3-0. Janvrin then moved to approve PD PO #16-3 for \$2,467 to AAA Police Supply

and have the Chairman sign on the Board's motion. Barham seconded and the vote was unanimously approved 3-0.

3. Selectmen reviewed the folder of incoming correspondence. They asked about a letter received in support of Police Sergeant Larochelle for his organization of the Arkell softball event. The Board applauded this effort and wanted to get that information back to Larochelle. Selectmen also noted a letter from the UNH Technology Transfer Center recognizing Leon Holmes Jr and his achieved status of Safety Champion given his safety training seminars through the Road Scholar Program.

Selectmen then signed outgoing correspondence to Trish Coulombe in follow-up to her resignation from the election worker position due to the current scheduling needs. She was thanked for her years of service in this position.

4. Carlson prepared an MS 1 extension form for additional time to complete the data entry of utility values and updated current use values still pending from Assessors. Barham moved to approve the MS 1 extension request to 09/15/2016. Janvrin seconded and the vote was unanimously approved 3-0.

5. Selectmen reviewed Cable Revolving Manifest FCTV 2016-013 in the amount of \$376.77 to cover reimbursement to the General Fund for August payrolls. Motion was made by Janvrin to approve the manifest of \$376.77. Barham seconded and the vote was approved 3-0.

6. Selectmen discussed a requested use of the Town Hall for a Shagg's event this fall around the re-release of one of their albums. The Board is reluctant to engage in such an activity given the increased storage of town materials, files and equipment up there during the renovations. The applicant has been sent a form and advised of the limitations at the present time.

#### **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. 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 7:30 pm motion was made by Janvrin and seconded by Barham to enter non-public session pursuant to NH RSA 91-A: 3 II (c) and (e) to discuss a personnel matter and a legal matter. The roll call vote was unanimously approved 3-0; Cordes – yes; Barham – yes; Janvrin – yes.

At 9:00 pm motion was made by Janvrin to return to public session. Barham seconded and the roll call vote was unanimously approved 3-0; Cordes – yes; Barham – yes; Janvrin – yes.

In follow-up to the meeting with Meade, Selectmen made the following decisions and work plan for the coming weeks:

- Carlson was directed to set up a meeting with the Food Pantry volunteers regarding the relocation of the pantry shelves and the location, as well as to discuss the space within the basement.
- The heating contractor due to be in during the week of September 19<sup>th</sup>. The meeting room will be moved to accommodate this work as quickly as possible. Carlson will begin scheduling meetings offsite as needed to accommodate a second meeting at the Town Hall. The first floor meeting room will be utilized as much as possible with overflow at the Fremont Public Library.

- Carlson to contact several members of town maintenance staff to ask them to work on Saturdays for the next few weeks, as well as contacting other local employees.
- The Board decided to hire additional per diem unskilled laborers at \$10.00 to assist in the next couple of weeks. There was discussion about additional contracted help which may also be utilized
- The Board authorized overtime for bob Meade for the next few weeks to get the work done in a more timely fashion and minimize interruptions to daily work of the Building Inspector's Office.
- The Board asked for a weekly update, simple bullet points of completed items.

At 9:10 pm Bob Meade left the meeting.

Selectmen reviewed a draft of the 2016 Form MS 434 with currently updated revenues. This report shows some increase in revenues, approximately \$30,000 more than originally planned with formation of the 2016 budget. This will be a direct tax rate offset.

Carlson distributed budget worksheets for 4151 Treasurer and 4290 Emergency Management.

Selectmen discussed the Library submission and the added wages, encompassing a percentage increase as well as some additional services.

Selectmen again discussed raises for Town Employees and noted that the 2017 Animal Control (4414) submission does not include a percentage increase in wages.

The Fire Rescue budget was also reviewed and discussed, including the amount request for LOSAP. Selectmen asked for additional data on actual expenses in past years, as the budget includes all possible eligible members, and some will not meet the criteria (% of calls, meetings, training sessions).

Selectmen asked Carlson to contact the Chief Fire Officers for a meeting with the Selectmen in the coming weeks.

The next regular Board meeting will be held on Thursday September 1, 2016 at 6:30 pm.

**IX. ADJOURNMENT – by 9:00 pm**

With no further business to come before the Board, motion was made by and seconded by to adjourn the meeting at 9:35 pm. The vote was approved 3-0.

Respectfully submitted,

Heidi Carlson  
Town Administrator