

Approved 09/08/2016

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.

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 will be closed next Monday, September 5th in observance of Labor Day. Trash and recycling are delayed one day due to the holiday. The following week, on Monday September 12th, the Town Clerk Tax Collector will be open again on Mondays from 9:00 am to 12 noon.
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 the 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. 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. If you have any questions, please contact Jeanne or Heidi in the Selectmen's Office.
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. The Town continues to monitor the situation as some local wells are going dry. All residents are asked to be cautious about water use, and conserve whenever possible.
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 last time to get an absentee ballot is on Monday September 12th with the Town Clerk, and YOU CAN ONLY leave off an absentee ballot with the Town Clerk.
7. Fall Bulky Day will be held on Saturday October 22, 2016 from 8:00 am to 12 noon at the Fremont Highway Shed. Electronics may not be available (depending on vendor availability); so anyone with those items should also consider the Hazardous Waste Drop-off on September 17th.

III. LIAISON REPORTS

08/29/2016 ZBA Site Walk at 29 Scribner Road – Janvrin reported the members all met on site with Conservation Commissioners Bill Knee and Leanne Miner. They toured the site and there was discussion about drainage. Owners have agreed to put a crushed stone barrier around the foundation of the garage for drainage, and the Conservation Commission will be writing a letter to the ZBA.

The Grassdrag informational meeting will be held on September 15, 2016 at 7:30 pm.

IV. APPROVAL OF MINUTES

Janvrin moved to approve the minutes of 24 August 2016. Cordes seconded and the vote was unanimously approved 2-0.

V. SCHEDULED AGENDA ITEMS

6:45 pm Public Input - none

7:00 pm Department Heads - none

At 7:15 pm Selectmen met with Todd O'Malley, who has expressed interest in becoming a ZBA member. He has been in touch with Casey Wolfe and Heidi Carlson to begin discussing the appointment. Janvrin, as a member of the ZBA welcomed a new participant as the Board is currently short one full member. O'Malley introduced himself to the Board and discussed his background and their home on Beede Hill Road. Some details about the ZBA's task was discussed, and Carlson indicated she will put together a package of information for O'Malley. With his interest and the Town's need, Janvrin moved to appoint Franklin Todd O'Malley as a member of the Fremont Zoning Board of Adjustment for the open term to expire in March 2017. Cordes seconded and the vote was approved 2-0.

Carlson and O'Malley stepped outside the meeting room so that O'Malley could be sworn in, and then he returned to thank the Board. He left the meeting at approximately 7:25 pm.

At 7:30 pm Food Pantry representatives Debbie Burke and Laurie Pitkin met with the Board for an update on the Town Hall basement renovation work. Carlson printed a sketch of the updated renovation plan which they used to mark up for their cabinets. Burke said she has been in touch every couple of weeks with Bob Meade, who is sometimes at the Hall when she comes to prepare food baskets. It was explained that their space will be more organized, and not stretch out as long throughout the hallway as it has in past years with no finish space in the basement.

It was noted that during big collection times for the holidays, that we would need to coordinate around meetings if they need to use a portion of the sitting area of meeting room to lay out the prepared baskets.

They were thanked for all their work, and patience through the coming months where all of our supplies and equipment will be in a state of flux as we work around the renovations, and get them moved into their final location.

Pitkin and Burke left the meeting at 7:40 pm.

VI. OLD BUSINESS

1. Carlson discussed a training she attended last week sponsored by our PLT Insurance carrier. A sample Insurance and Indemnification language handout was distributed for use in future contracts as recommended by Primex. Selectmen will review at their convenience.

2. Selectmen reviewed the Change Order as approved last week in vote to approve the GMI invoice for work done to date on Sandown Road and Whittier Drive. The engineer needs the signed form back to complete processing of the GMI contract. Janvrin moved to approve Change Order #1 in the net decrease (credit) amount of \$2,386.80. Cordes seconded and the vote was approved 2-0.

3. The NHSA has submitted another update for the Grassdrag event to include of a band instead of a DJ on the grounds. An updated letter has been sent to abutters and Martin Road residents and NHSA. NHSA met with public safety officials this week in preparation.

4. Updates from Bob Meade regarding basement renovations:

Approved 09/08/2016

- Heating prep work done early this week, to continue Friday to hook it up and we will have heat upstairs. Ductwork is scheduled for the two weeks after. Next week he also plans to connect the other furnace which is now set in place.
- We have swapped the storage room and mechanical room (again, this is not the first time) so the ductwork running upstairs will work – we will Not need to tear down walls or move meetings.
- Once the furnace is removed, we will put up the remaining two walls for the pantry, have the electrician's back and move the food pantry which will be in plenty of time for upcoming holiday season.
- Last Friday: Electrical: Switches entering the building were moved as were the electrical outlets (inside & out). Receptacle was added for freezer. Light is above the new door. Building: more walls were built. All through this week we have moved trash to the dumpster.
- Last Saturday, some walls were insulated and sheetrocked.
- Last Monday more walls were built. More were marked out and plan to continue around the meeting room and move offices accordingly. Sent request to Fire Chief about Fire alarm (NFPA code).
- Carlson met with fire alarm and phone vendors and began working on RFP's
- We will Not need to tear down walls or block door to the meeting room and there will be no need to relocate meetings. Drawings are being revised.

5. Janvrin reported a conversation with Henry DeBoer this week about the Complex well. He is suggesting that we need to be prepared to drill a new well. Carlson relayed a conversation with retired Fire Chief Dick Heselton yesterday on the same matter and some of those options were also discussed. Heselton suggested using Town equipment to try and lift the pump, but it was felt to be too risky.

Estimates are being obtained to have for future reference regarding a well and pump options.

VII. NEW BUSINESS

1. Selectmen reviewed the accounts payable manifest \$746,934.17 for the current week dated 02 September 2016. Janvrin moved to approve the manifest in the amount of \$746,934.17. Cordes seconded and the vote was approved 2-0.
2. Carlson is working on a Town Hall telephone/data/cabbling RFP with additional input to come. A volunteer consultant with IT and communications experience has come forward to assist the Town in this endeavor.
3. Selectmen reviewed the folder of incoming correspondence. Board members reviewed and signed outgoing correspondence to Leon Holmes Jr regarding Safety Champion status through UNH Technology Transfer Center and thanks for all his work this summer on the paving projects (Motion: Janvrin; Second: Cordes 2-0); and to Jason Larochelle regarding work on the Arkell Fundraisers in Memoriam.
4. The next Budget Committee meeting will be held on September 14, 2016. The August budget report and several 2017 budget submissions will be mailed out to the Committee tomorrow for preliminary review. The end of August 2016 budget report was distributed to members this evening.
5. Selectmen discussed setting a date for Veteran's Open House, possibly Thursday November 10th. With Veteran's Day being on a Friday, it is thought that people will not be as available that night for Open House. The Board decided to hold the Open House on Thursday night November 10, 2016 from 5:00 to 7:00 pm; and the Board will decide as events dictate, when they would meet during that holiday week.

Approved 09/08/2016

6. Janvrin moved to approve vacation days for the Town Administrator on 11/18; and a portion of 10/6; 10/7 and 10/10. Cordes seconded and the vote was approved 2-0.

7. The following budgets were distributed: 4240 Building Inspection, 4414 Health, 4195 Cemeteries, 4196 Insurance. Selectmen briefly discussed other pending budget submissions and decided to block off the entire meeting next week for this type of work, with no appointments to be scheduled.

8. Selectmen reviewed a request from the Boy Scouts to use the Town Hall (second floor meeting room) for meetings every other Monday from 5:00 to 6:30 pm, beginning on Monday September 12th. This was discussed, and felt to be acceptable at this point given the current basement schedule. Carlson has been talking to the troop leader about the renovations and need to make last minute adjustments as needed for Town Boards and Commissions. This was made part of the Board's approval and will be stated when the form is returned to the leader.

VIII. WORKS IN PROGRESS

1. Currently the Town is in need of 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 7:45 pm Janvrin moved to enter non-public session pursuant to NH RSA 91-A:3 II (c) to discuss a personnel matter. Cordes seconded and the roll call vote was unanimously approved 2-0; Cordes – yes; Janvrin – yes.

At 7:50 pm Janvrin moved to return to public session. Cordes seconded and the roll call vote was unanimously approved 2-0; Cordes – yes; Janvrin – yes.

The Board did not make any decisions. The budget and other handouts from this evening will be mailed to Selectman Barham, who is travelling for business this week.

Selectmen briefly discussed the cabling proposals for phone, data and alarm systems at the Town Hall.

The next regular Board meeting will be held on Thursday September 8, 2016 at 6:30 pm. This will primarily be a budget work session and no appointments will be scheduled.

IX. ADJOURNMENT – by 9:00 pm

With no further business which may legally come before the Board, motion was made by Janvrin to adjourn the meeting at 8:05 pm. Cordes seconded and the vote was unanimously approved 2-0.

Respectfully submitted,

Heidi Carlson
Town Administrator