

Approved 09/19/2016

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 and Road Agent Leon Holmes Jr. 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. 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.
3. The severe drought is affecting the Town's playing fields and many private wells. The Town continues to monitor the situation as some local wells are going dry. Residents are urged to be cautious about water use, and conserve whenever possible.
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. Consider taking electronics to this collection as they may not be accepted at Bulky Day, depending on a suitable vendor being located.
5. The Annual Snowmobile Grassdrag event will take place in the Martin Road / North Road area on Columbus Day Weekend, October 7-9, 2016.
6. Fall Bulky Day will be held on Saturday October 22, 2016 from 8:00 am to 12 noon at the Highway Shed Site at 113 Danville Road. Watch for information to be released shortly once vendors are secured.
7. FCTV is now showing a ½ hour program on what is a public meeting versus what is a non-public meeting by Attorney Laura Spector-Morgan. It is showing on Saturdays at 9:00 am; Sundays at 5:30 pm; and Thursdays at 11:00 pm on FCTV Channel 22.
8. Veteran's Open House will be held on Thursday November 10, 2016 from 5:00 to 7:00 pm at the Fremont Town Hall.

Selectmen took up their 6:30 pm appointment with Road Agent Leon Holmes Jr to discuss the Highway Department budget.

Cordes reported to the Budget Committee last night that a substantial amount of road work had just been completed for the calendar year. Holmes was thanked for all his work resulting in a well done final product for the two roads.

Selectmen have copies of the Department request for the Highway Department for 2017 as well as current expenses. Holmes began to review the operating budget. He began with winter costs, keeping sand and salt the same in 2017. The winter equipment hire is proposed at \$132,400 instead of the amount spent in 2015 of \$152,400. The differential of \$20,000 was voted into a Town Expendable Trust Fund in 2016 and has not been needed for winter expenses to this point.

Summer equipment had been reduced to \$18,700 due to hiring less and the Town owning their own backhoe.

The part-time help line has changed to reflect having a part-time person(s) year round for 32 hours per week. He feels he needs this to keep up with the work, this is a \$13,000 increase and is planned on 32 hours a week at \$15.00. Currently the Town has a part-time employee for the summer from May to September, and a part-time employee for the winter, called in as needed for snow removal to run the one ton truck and plow/sander setup.

Holmes explained the difficulties of working alone and having two pieces of equipment at the work site; causing a need for rides to and from the site to ferry equipment, and the safety concerns and efficiency of having another person to help. His primary concern is spring, summer and fall added help.

There was discussion about additional training if we hire someone for additional seasons as well. The Board discussed doubling the request from \$180 to \$360.

General supplies is up \$3,000 for new guardrail installations to be done in 2017. One is on Copp Drive, because it was never installed when the road was built. This was budgeted for 2016 as well, but was not approved as the default budget was adopted.

There was discussion about cell phones and if it needed to be expanded for additional staffing.

Sign vandalism is down this year, so expenses have not been as high.

Erosion control was overspent this year due to the amount of drainage work done in conjunction with improvements made in 2016.

Fuel costs are down in 2016 due to the price of fuel. There was also discussion about equipment maintenance and repairs.

The Board was advised that the old sweeper had sold and the Town received \$1,800 for this. As per the discussion at the time the Board signed the purchase order on the new sweeper, the Board's goal was to use the trade value toward the new unit, and return any revenue to the Highway Equipment Capital Reserve Fund. The Board confirmed this as their intent and agreed with having this check returned for deposit to the Trustees of Trust Funds for the Highway Equipment Capital Reserve Fund.

Sealcoating – Holmes had received pricing in April for three roads for a liquid asphalt application (like “glue”) to seal roads and help preserve them. This includes Shirkin Road \$6,000 (overlaid in 2013); South Road \$5,731 (paved in 1995) and Copp Drive \$13,258 (recommended to fill the cracks before doing the overlay). This will give the Town more time to forestall the overlays and keep the road in good shape. He explained that some of this work is preventive maintenance and some is in preparation for an overlay.

Holmes then said he had pricing quotes to put the overlay on Sandown Road \$80,392 (estimated at \$70 per ton versus the \$63 per ton actual in 2016) and Whittier Drive \$102,910. This is a total of 9,900 linear feet of roadway. Holmes did not feel that he needed engineering assistance on the overlay portion, as the engineering work was done this year on the construction.

Holmes felt strongly that the Sandown/Whittier work be put in the budget because it is work they have been doing over the past two years, and it needs to be done to complete the total projects and preserve the work to date.

He would like to budget some line painting in 2018 when the road paving is complete on the current projects.

The total of the operating budget proposal is \$557,495, which is offset by \$113,000 by NH Block Grant funding.

Holmes then discussed a Warrant Article to consider some overdue work on North Road and Beede Hill Road. He proposes to shim areas that need it and reconstruct areas where the rocks are coming up in the road.

Janvrin praised Holmes for how he did the planning and worked with the engineer to do the Sandown and Whittier work. He said that he has not priced the North/Beede work yet, but is looking at spending \$200,000 for work and suggests that it would do about two miles of roadways.

The Board suggested he move ahead with getting estimates on the work he has in mind, to move that ahead in the Warrant Article planning. The Board encouraged Holmes to work with the engineer to get a price estimate put together for the proposed work on North and Beede Hill Road, and to work with Carlson on identifying some money in an operating budget to get the engineering completed as soon as possible.

Selectmen felt that doing the overlay work was protecting the investment we have made in this year's road work. There is a realization again that there is a lot of road work that needs to be done as we are behind.

The Board added in a 2% wage increase for 2017 making the recommendation for line item 4312100 \$44,320 and adding \$180 to training, line 4312205, making the total \$360. With these changes, Janvrin moved to recommend \$559,397 for the Highway Department operating budget. Barham seconded and the vote was approved 3-0. The Board suggested that the cracksealing roads and individual estimates be added to the rationale.

Holmes left the meeting at 7:30 pm and public entered for the Grassdrag planning session. This included Fremont Police Department Sergeant Jason Larochelle, Fire Rescue Chief Richard Butler, Deputy Chief Joe Nichols, Health Officer/Building Inspector Bob Meade, NH Snowmobile Association Race Chair Evelyn Farrell; and abutters Sam & Betty Harris and Gary Cloutier.

Farrell said this event is their major fundraiser for the year and their 110 clubs, earning money for their posts, which is the reason they do it. The race takes place October 7, 8 and 9, 2016 and is very similar to past years. Lawnmower racing will be added this year. There is a big group from Florida coming for the event and it will be held on the woodchip track.

She mentioned that the Ellis School 8th grade class may come in to sell water, and they will give them a space inside the gates to earn money for their class trip (and off the road). This will be a better safety plan overall. Last year it happened in the roadway without prior planning and was a significant safety concern.

The last item which is different is that on Saturday night, they are proposing the same bonfire with a live band instead of a DJ. She stated this is down in a hollow, and they direct speakers such as to be of the least problem for neighbors. They do this to keep the overnight campers contained and entertained after the races are complete for the day. It will be in the same location, no stage but the same small tent with the speakers in the same area. This will begin at 8:00 pm on Saturday night, and she asked to extend the noise until midnight, contrary to the Town's Noise Ordinance which states 11:00 pm.

Selectmen said they are extremely tuned in to the drought and asked the Fire Department what the limits of any fires would be. Chief Butler said it is a wait and see situation, depending on weather. If it is too

dry, they may just allow one bonfire. They are closely monitoring the drought and a decision will not be made until the event. Farrell said that they do understand that it is weather dependent.

Raymond Ambulance covers the event and have been involved in the planning process. Larochele stated there is an emergency action plan for the site which has been shared among the safety services.

Larochele said that the plan does not change any staffing needs of the Police Department. Larochele said that having some entertainment on the site at the end of the evening has helped to keep the crowd better maintained. He also supported keeping the band going until 11:30 with an absolute midnight cutoff, when the Fire Department extinguishes any fires.

From the Health and Building aspect, Meade said that he wanted them to continue to follow the same State checklist and to get the inspections done ahead of time. He expressed concern about safety and ensuring that all was done ahead, including any necessary electrical and food inspections that are required. Farrell said she was working to have tents set up by Wednesday so that this can all happen before the events open on Friday.

From abutters, Sam Harris said that the program has run well and they are all set with the event as proposed, saying they have worked well over the years. He and Betty Harris were fine with the midnight band cutoff time.

Gary Cloutier said he was also OK with the extended time of the noise for the band because it was only one night a year.

Cordes recapped that the only question remaining is extending the Noise Ordinance for one hour on Saturday evening. With no further comment from anyone, Janvrin moved to grant a one hour extension to the Town's Noise Ordinance on Saturday October 8, 2016 to allow the band to play until no later than midnight at the Peterson site on Martin Road. Larochele explained that they will ask to shut down at 11:30 pm; and all will be closed down by midnight. Barham seconded and the vote was approved 3-0.

The meeting concluded at 7:50 pm and all of the added participants left the meeting.

III. LIAISON REPORTS

09/13/2016 NH Primary – Janvrin asked that the Town Clerk be contacted about making a plan to get five additional voting booths. He also stated that they had undergone a Secretary of State audit on Tuesday and done well.

09/13/2016 Safety Committee – Carlson reported on Tuesday's meeting recapping the review of buildings. All planned equipment and signage purchases have been completed this year and plans are being made to complete the remaining building checklists. Minutes were also available for the Board to review in the mail folder.

Janvrin asked about AED's and Carlson indicated she is currently working on that order. The donated units to the Fire Rescue Department are not a viable alternative to what the Town will purchase.

09/14/2016 Budget Committee – Cordes reported that the Committee caught up on school discussions on the fund balance for 06/30/2016 as well as how their budget is shaping up for the 2017-2018 year. There are some items overbudgeted in the current budget cycle (savings realized for a variety of reasons). The Budget Committee is looking for the School Board to isolate the underexpended items and not spend them for anything outside of a catastrophic event.

The Committee also reviewed several department budgets and will meet again next week. They have asked to meet with the Fire Rescue Department to follow-up on a couple of questions.

Janvrin said he had attended one of the law lecture series last night and that it was a great two hour training session.

IV. APPROVAL OF MINUTES

Selectmen reviewed the minutes of 08 September 2016. Janvrin had one correction, in that he made the motion to approve the minutes. With that amendment, Janvrin moved to accept the minutes of 08 September 2016. Barham seconded and the vote was unanimously approved 3-0.

V. SCHEDULED AGENDA ITEMS – See appointments as scheduled within the minutes.

VI. OLD BUSINESS

1. Carlson indicated the Library Trustees are requesting to meet with Selectmen regarding the budget for 2017. Time will be scheduled next week at the regular meeting of September 22nd.
2. Carlson had received a final copy of the Draft 2015 Audit Report this evening and forwarded it to Board members. With it, the Town must sign a representation letter, which was circulated for review this evening. Given the change in the Treasurer position and that the current Treasurer was not here in 2015, Janvrin moved to approve the 2015 Draft Audit Report and representation letter as presented, and that the Chairman of the Board and the Town Administrator sign on the Town's behalf. Barham seconded and the vote was unanimously approved 3-0. Cordes and Carlson signed the letter.

VII. NEW BUSINESS

1. Selectmen reviewed the accounts payable manifest \$19,735.11 for the current week dated 16 September 2016. Barham moved to approve the accounts payable manifest of \$19,735.11 for the week dated 09/16/2016. Janvrin seconded and the vote was approved 3-0.
2. Selectmen reviewed the folder of incoming correspondence. This included a letter from NH DOT in response to the Town's application (estimated as at least one year ago) for a crosswalk at Ellis School based on a parent group initiative. The State expresses several concerns with the proposal and other items they want to see in place prior to approving it.

Selectmen asked for it to be sent to the Police and Fire Chiefs, Jenn Brown, the Superintendent's Office, and School Board and see where it goes, in terms of their response to the concerns and other items necessary for the State to continue consideration of the request.

3. The following budgets were distributed:

4152 Reappraisal of Property	4153 Legal Services
4191 Planning & Zoning	4323 Solid Waste Collection
4324 Solid Waste Disposal	4442 Direct Assistance
4583 Patriotic Purposes	4610 Conservation Commission
4711-4721 Debt Service Principal and Interest	
4723 Interest on Tax Anticipation Notes	

Approved 09/19/2016

The Board again discussed a budget work session for next week. Monday September 19th had been held out as an option. The Board will make a final decision at the end of the meeting depending on how much can be accomplished this evening.

4. A print draft of the October Newsletter was circulated. The Board asked that this be scanned for review and final approval next week. Carlson is still waiting for a date for the Fire Rescue Open House and for the November election information from the Town Clerk.

Janvrin moved to take a five minute recess at 8:25 pm. Barham seconded and the vote was approved 3-0.

At 8:33 pm Barham moved to return to session. Barham seconded and the vote was approved 3-0.

Fire Department Chief Officers Richard Butler, Joe Nichols and Kevin Zukas joined the meeting. Cordes explained that the Board is concerned about the drought and condition of the dry hydrants in Town. Nichols explained that many cannot be tested now because water levels are too low, but they have been monitoring them. He mentioned the status and condition of all the hydrants and that a member is documenting water levels weekly.

Christopher Lane is now out of the water, but is in good condition. Sandown Road Bridge needs repair and they are considering discontinuing it as well, but may put PVC down the headwall of the bridge to make it a shorter draw to get suction from it. It would be cheaper and easier to replace it with schedule 80 PVC pipe. Whittier Drive needs to be re-dredged and it is currently unusable. The Fire Pond on Whittier Drive is in good shape but there is no water in it. Sand Hill pipe and strainer extending from riser need to be redone and they may consider doing away with it as there are a fire pond and two cisterns across the street within the Spaulding & Frost subdivision. The cisterns are new and full of water and the pond has about eight inches of water over the pipe. Lyford Drive needs to be cleaned up, current water level is too low to be usable. North Road is out of service. Turner's Dam needs to be backflushed. The Red Brook Road strainer needs to be replaced, but the Highway Department is going to remove a tree before they can get to it. The Well House threads were just fixed due to an air leak and this is operational and has water. Copp Drive is in good shape but dry.

All of the cisterns are in good shape as they are all relatively new. The fire pond behind the old Provider Bus, on Folsom Meadow is dry now as well. The private owners will be doing some work on improving access and parking for Fire Department access. The Colonial Poplin pond has water in it but lowering, and the pond is in good shape. The pond at the old Angelini and PJP gravel pits are both way down.

With regard to the new fire truck, water was put into it over the weekend and they are training with it. Chief Butler said they would use it in an emergency. They are moving equipment over and had an extensive training session with the manufacturer on Tuesday night this week. The truck is substantially bigger and more technical than the older trucks in the fleet. They have a customized Power Point presentation specific to Fremont's truck so it can be pulled out again at any point to refresh or train new members as needed. An Open House is planned sometime in October.

Discussion moved to the outstanding budget questions in follow-up to the Budget Committee meeting last night. This primarily included radios and radio replacement, apparatus life and inventory status, and some supply and new equipment lines. It is understood that there are remaining items to be purchased for the new truck. They were asked to attend the Budget Committee meeting of September 21st at 7:00 pm and be prepared to discuss maintenance and apparatus inventory, radios and dispatch services.

With regard to dispatch services, Cordes asked the officers about the services they receive from Raymond, given the cost. Butler explained that they are set up to work off the hardline phone line from

Approved 09/19/2016

Raymond to the Fremont system, would have to pay to have that moved. The direct connection to the tower here in Town gives them better coverage than the Kingston or Brentwood tower that Rockingham County would use.

Butler said that Raymond Dispatch does a lot of phone calls and messaging for the Fire Department given the station is unmanned, and if transferring, they would lose the red line phone (direct line to 911) if moved to Rockingham. During recent flood and power outage situations, that has been the only connection to 911 at certain times and is felt to be an important resource.

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 8:55 pm a motion was made by Janvrin to enter non-public session pursuant to NH RSA 91-A:3 II (c) and (e) to discuss two legal matters and a personnel matter. Barham seconded and the roll call vote was unanimously approved 3-0; Cordes – yes; Barham – yes; Janvrin – yes.

At 9:54 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.

The Chief Officers will report back to their membership on the LOSAP Plan and some proposed changes. There was significant discussion about training, recruitment and retention as well as response to call volume within the Department.

The Board decided to hold a budget work session on Monday September 19, 2016 at 7:00 pm. No appointments will be taken.

The next regular Board meeting will be held on Thursday September 22, 2016 at 6:30 pm.

IX. ADJOURNMENT – by 9:00 pm

With no further business to come before the Board, motion was made by Janvrin and seconded by Barham to adjourn the meeting at 9:55 pm. The vote was approved 3-0.

Respectfully submitted,

Heidi Carlson
Town Administrator