

I. The meeting was called to order at 6:30 pm in the basement meeting room at the Fremont Town Hall. Present were Selectmen Gene Cordes, Neal Janvrin, Roger Barham, Town Administrator Heidi Carlson and Selectmen's Clerk Jeanne Nygren. All rose for the Pledge of Allegiance.

II. ANNOUNCEMENTS - read by Selectman Cordes.

1. This meeting is live broadcast on FCTV Channel 22 and will be rebroadcast during the week ahead.
2. The Town's assessing contract now 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 continues to affect Fremont homeowners and our resources. 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. The Town is considering additional bans in accordance with NH Statutes to preserve our water. Another drought press release has been approved and distributed.
4. Fall Bulky Day will be held this Saturday, October 22, 2016 from 8:00 am to 12 noon at the Fremont Highway Shed.
5. The Parks & Recreation Halloween Party & Costume Parade will take place on Saturday October 22, 2016 at 77 Chester Road, Barnyard Buddies, at 12 noon.
5. Trick or Treat in Fremont will be celebrated on Monday October 31, 2016 from 5:00 to 8:00 pm.
6. The General Election will be held on November 8, 2016 with polling at Ellis School, open from 7:00 am to 8:00 pm. Absentee ballots are available from the Town Clerk during regular office hours. Any questions about the election should be directed to the Town Clerk's Office.
7. Veteran's Open House will be held on Thursday November 10, 2016 from 5:00 to 7:00 pm at the Fremont Town Hall.

III. LIAISON REPORTS

Energy Committee: Janvrin and Cordes were in attendance and Cordes reported the update on the Energy Committee meeting of October 18, 2016 where they discussed their receipt of a proposal on a concept for solar array at the Safety Complex. The consensus based on information was that this didn't look like a cost neutral proposal at this point depending upon utility rates that might change.

Budget Committee: Cordes reported they met and reviewed the budgets for the Police Department, Parks and Recreation, Social Service Agencies, Government Buildings and Personnel Administration for their recommendations. The next two meetings are planned to finish the Town budgets and beginning on November 9th they will focus on the School for the rest of their scheduled meetings.

There was a discussion on the Fund Balance and if it is used to free up money which does not need to be raised for taxes. Carlson, in doing some research, found that the Town of Windham has taken an alternative approach to Fund Balance by adopting the following as part of their policy: *"The Board of Selectmen believe that the DRA recommendations are excessive based on the past experience in this Town*

and the ability to hold a Special Town Meeting to raise funds, should the need arise. Thus, the minimum level of unassigned fund balance in the General Fund shall be maintained at \$300,000. The Board of Selectmen will however, review this information each year in order to determine the appropriate amount of unassigned fund balance to be used to reduce the property tax rate."

There was no report on the Planning Board meeting of October 19, 2016 as Barham was travelling for work and not able to attend.

IV. APPROVAL OF MINUTES

After review of the Selectmen's meeting minutes of October 13, 2016 a motion was made by Janvrin to approve as amended. This was seconded by Barham. The vote was unanimous 3-0.

For the October 17, 2016 minutes a motion was made by Barham to approve as written. This was seconded by Janvrin. The vote was unanimous 3-0.

V. SCHEDULED AGENDA ITEMS

6:30 pm Public Input

At 6:30 pm Tobi Dabrieo came into the meeting and was introduced to those present at the table. Tobi Dabrieo will be a Ballot Clerk/Election Worker to help in the General Election on November 8th. Carlson will check with the Town Clerk to see what she learned from the Secretary of State on whether appointment forms need to be completed for these positions. If so, each will need to be sworn in and this was explained to Dabrieo.

7:00 pm Department Heads - none present.

VI. OLD BUSINESS

1. The 2016 tax rate has been set by the NH Department of Revenue Administration at \$29.88. This represents a decrease in the Town rate of \$0.48; increase in the County rate of \$0.01; and increase in the School rate of \$1.35 (including Local and State school portions). Carlson presented the 2016 second issue property tax warrant for Board signature in the amount of \$6,086,873.00. A motion was made by Janvrin and seconded by Barham to sign second issue tax warrant for \$6,086,873.00. The vote was unanimous 3-0.

2. Budgets:

4140 Town Clerk Tax Collector – Janvrin discussed the request for three additional hours as long as these hours are used for more accessibility for the public. Janvrin said he could recommend \$9,735.00 funding into this line with that condition explained to the Clerk, understanding that schedule is her prerogative. Barham then motioned to make the total recommendation of \$63,568.00 for the Town Clerk/Tax Collector budget. This was seconded by Janvrin. The vote was unanimous 3-0. The \$700.00 proposed salary increase will be placed on as a Warrant Article. Carlson will talk with her about the Warrant Article wording.

4194 General Government Buildings - The final copy distributed by Carlson. The Budget Committee got this last night and will be discussed next week. Janvrin felt the Complex well needs be done this year and he had an estimate received from a local vendor. The number was not discussed such as to prevent any issues when it is put out to bid. Cordes wants to have it go out as an RFP to bid which Carlson will

work on for review by the Board and Building Inspector. Janvrin then moved to recommend \$75,837.00 for the 4194 Government Building budget. This was seconded by Barham. The vote was unanimous 3-0.

4130 Executive – Selectmen’s Office – An updated copy with current expenses was circulated. The Board is still considering options for staffing needs and will continue to review.

4155 Personnel Administration – Copies of the budget were distributed. Carlson explained that the Town’s health insurance rate is up 5.3% (rate released this week). The largest increase in the budget is the State’s increase in mandatory NH Retirement, representing a 10% increase in that rate. This goes in to effect as of July 1, 2017 so half of the wages have been calculated on the current rate, and about ½ (plus the fall detail estimates) calculated using the new rate.

The Board asked Carlson to remove any costs for the new full-time police officer proposal from the operating budget. Some of these are already in the Warrant Article, but Carlson will confirm and come back next week with any updates.

The remaining Warrant Articles left for recommendation are North Road (pending engineer’s estimate), radio communication CRF (pending Fire Rescue Department request amount), Town Clerk/Tax Collector (amount of vacation), Historic Museum CRF amount, FCTV franchise fee verbiage. This information will be gathered to finalize next week.

VII. NEW BUSINESS

1. Selectmen reviewed the payroll manifest totaling \$46,190.68, which includes the Grassdrags for fire and police personnel. A motion to approve \$46,190.68 for the payroll manifest of October 21, 2016 was made by Barham. This was seconded by Janvrin. The vote was unanimous 3-0.

Selectmen reviewed the accounts payable manifest totaling \$523,562.000. A motion to approve the accounts payable manifest for \$523,562.00 for the current week dated 21 October 2016 was made by Barham. This was seconded by Janvrin. The vote was unanimous 3-0.

2. Carlson presented a letter from Gerry Tilley regarding the Wreaths across America Program for December 2016. She is requesting permission to place wreaths on Veteran Graves at the cemeteries, as well as hold the annual program at the Town Hall on Saturday December 17, 2016 at noon. Carlson has received feedback individually from the Cemetery Trustees that they support this program as they have in years past. Selectmen felt this was a great program and committed to begin there for the Ceremony, and authorized the use of the Town Hall for the program.

3. A motion to approve the November Newsletter as written was made by Barham. This was seconded by Janvrin. Articles are being added for Veteran’s Open House and Wreaths Across America Remembrance.

4. Selectmen reviewed the folder of incoming correspondence.

5. A motion was made by Barham to approve the FCTV Cable Revolving Fund Manifest 2016-015 in the amount of \$678.20 for October payroll reimbursement to the General Fund. This was seconded by Janvrin. The vote was unanimous 3-0.

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, and a position 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 7:42 pm Janvrin moved to enter non-public session pursuant to NH RSA 91-A:3 II (c) and (e) to discuss a personnel and a legal matter. Cordes seconded and the roll call vote was unanimously approved 3-0; Cordes-yes; Janvrin-yes; Barham-yes.

Jeanne Nygren left the meeting.

At 8:15 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; Janvrin-yes; Barham-yes.

Selectmen discussed the staffing needs of the Selectmen's Office and reviewed the first draft of the Executive budget. The Board feels that more than 30 hours per week of coverage is needed in the office and that there needs to be more depth in staffing in case of either Selectmen's Office employee leaving. The Town needs to have better coverage and additional knowledge within the office.

X. ADJOURNMENT

The next regular Board meeting will be held on Thursday October 27, 2016 at 6:30 pm.

At 8:30 pm motion was made by Janvrin to adjourn the meeting. Barham seconded and the vote was approved 3-0.

Respectfully submitted,

Jeanne Nygren
Selectmen's Clerk

Heidi Carlson
Town Administrator