

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

## II. ANNOUNCEMENTS

1. There were technical difficulties and the meeting was taped for rebroadcast, but not telecast live this evening. It will be rebroadcast throughout the week ahead.
2. MRI personnel are in the field working usually on Fridays for quarterly reviews of properties. 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 drought conditions are somewhat improved, but still continue to affect Fremont homeowners and our resources. The Town continues to monitor the situation as some local wells are going dry, despite the recent rain. All residents are asked to be cautious about water use, and conserve whenever possible.
4. All Town Offices are closed on Thursday and Friday November 24 and 25, 2016 for Thanksgiving. Trash is delayed on day during that holiday week. Thursday collections are on Friday and Friday collections are on Saturday. Hours for Town Offices are on the home page of the Town website for the holiday week.
5. The Annual Tree Lighting and Recreation holiday party will be held on Sunday November 27, 2016 beginning at 5:00 pm at Ellis School. The tree lighting (on the Safety Complex lawn) will commence at 6:15 sharp.
6. The Annual Fremont Parks & Recreation Holiday Fair will be held at Ellis School on Sunday December 4, 2016 from 11:00 am to 5:00 pm at Ellis School. Registration forms are on the Parks & Recreation page of the Town's website.
7. The Wreaths of Remembrance Ceremony will be held at the Fremont Town Hall on Saturday December 17, 2016 at 12 noon. There will be a brief service honoring our troops and refreshments will be served following the ceremony.
8. Neal Janvrin noted as a reminder that the Town's Parking Ban is now in place, with winter weather conditions approaching. This will also be added to the Newsletter.

## III. LIAISON REPORTS

Janvrin reported at the November 15, 2016 Zoning Board of Adjustment meeting they discussed two different variances. The first is building of a garage that was only a minor wetland setback at 19 Brentwood Road. This variance was granted by the ZBA. The second was relative to wetland setbacks on the Galloway property. This has been continued until next meeting to obtain the pricing (and additional escrow) from the Town's engineer on a hydrogeological soil study. Their next scheduled meeting is for December 20<sup>th</sup> at the Library.

Cordes reported on the November 16, 2016 Budget Committee meeting that they finished their recommendations on the Town Warrant Articles. There was a review on the Town's budget for their final recommendation. They have asked the School Board to consider level funding their budget with last year's figure and to hold tuition increase to three (3) percent. Their next scheduled meeting is November 30, 2016 at 7:00 pm at the Town Hall.

Barham reported on the November 16, 2016 Planning Board meeting. Residents Renee King and Cindy Grasso presented a citizen's petition for a Zoning Ordinance change for the corporate commercial district. This public hearing has been scheduled for December 21, 2016. Circuit Rider Planner Jen Rowden presented updated language for the Zoning Ordinance including the accessory dwelling section. This change is driven by changes in the State statute. A land use legal matter will be discussed in non-public session later in this meeting.

Cordes outlined that Town Officials, and many volunteer groups and employees had been invited to a breakfast event this morning at the Colonial Poplin Nursing Home and Poplin Way Assisted Living where they attended a breakfast. A tour of the facility was provided with some of their safety protocols reviewed. If the Town develops an Economic Development Committee, Jeff Philbrick said he would like to be a participant.

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

After review a motion to approve the minutes of the November 8, 2016 was made by Barham. This was seconded by Janvrin. The vote was unanimous 3-0.

A motion was made to approve the minutes of the November 10, 2016 meeting as amended was made by Barham. This was seconded by Janvrin. The vote was unanimous 3-0.

#### **V. SCHEDULED AGENDA ITEMS**

At 6:30 pm Police Chief Jon Twiss met with the Selectmen to present his radio purchase request. He has met with the Capital Improvement Program Committee to discuss his plans and the future needs of the Fremont Police Department. He is concerned with the portable radios that the officers carry daily. They range from 10-12 years with a majority being close to 16 years old. He presented a purchasing quote that totals \$32,348.30 that he is looking to purchase 10 new portable radios with surplus funds in the Police Department operating budget. The funds are to be transferred from the following lines: 4210700 Cruiser Equipment \$4648.00; 4210501 fuel; 4210301 patrol wages \$19,700.30 to line 4210405 Police Equipment. An additional two radios would be purchase independently from the OHRV Revolving Fund.

Selectman Janvrin then motioned to authorize Chief Twiss to purchase 10 portables for \$32,348.30 and have funds transferred from the Police Department operating budget line items that are listed above. Of this, two will be purchased from the OHRV Revolving Fund (\$6,469.66) and the balance (\$25,878.64) will come from the General Fund. This was seconded by Barham. The vote was unanimous 3-0. Chief Twiss presented a Purchase Order for the Selectmen to sign (Purchase Order PD 2016-4) and a Department requisition for the purchase. He was thanked by the Board and left the meeting at 6:55 pm.

6:45 pm Public Input - none

7:00 pm Department Heads - none

At 7:30 pm Joshua Yokela came into the meeting. At Tuesday night's ZBA meeting, he was recommended for appointment to an Alternate position. A motion to sign the appointment for Joshua Yokela to the ZBA for a three year Alternate term (through March 2019) was made by Janvrin. This was seconded by Barham. The vote was unanimous 3-0. Carlson swore Yokela in and the appointment form was forwarded to the Town Clerk's Office.

#### **VI. OLD BUSINESS**

1. Thank you letters that were prepared for the participants in the Veteran's Open House were available for the Board to sign. A motion was made by Barham to sign these letters to Rev. Nancy Collins, PUMC, Erica Smith, Cindy & Fran Wells and Fremont Garden Club. This was seconded by Janvrin. The vote was unanimous 3-0. Jeanne Nygren was also offered thanks from the Board for the planning and orchestration of the Veteran's Open House event.

2. Carlson reported that Lewis Builders has posted the required engineering escrow of \$5,754; and \$81,384.00 to supplement the \$75,000 already on file in a cash road bond. Also two of the three allowed CO's are in the works. Josh Manning and Harold Morse are planning to attend the Monday night Board meeting at 7:30 to go through the remaining issues. Cordes asked to have someone from Stantec present at this meeting on Monday which Carlson will arrange.

Selectmen reviewed the most recent follow-up letter from Rene LaBranche regarding work done this week on road puddling and other concerns at the site.

## VII. NEW BUSINESS

1. After review of the payroll manifest \$25,521.45 for the current week dated November 18, 2016 a motion to approve was made by Barham. This was seconded by Janvrin. The vote was unanimous 3-0.

A motion to approve the accounts payable for the current week dated November 18, 2016 for \$32,968.42 was made by Janvrin. This was seconded by Barham. The vote was unanimous 3-0.

2. A motion to approve the FCTV Revolving Fund Manifests 2016-016 to the Town of Fremont payroll reimbursement \$495.20 and 2016-017 to Access AV for \$64.00 was made by Barham. This was seconded by Janvrin. The vote was unanimous 3-0.

3. A motion to approve the PD OHRV Revolving Fund Manifest 2016-006 to Plaistow Power Sports for \$240.00 was made by Janvrin. This was seconded by Barham. The vote was unanimous 3-0.

4. Selectmen reviewed the folder of incoming correspondence. They reviewed and signed outgoing correspondence to Jack Mullen with thanks for donation to fix North Road (and pay half of the paving cost); and to Petra Paving for the donated work to pave the rear ramp at the Town Hall back door. A motion to sign these letters was made by Janvrin. This was seconded by Barham. The vote was unanimous 3-0.

5. The Economic Development Committee kickoff meeting is scheduled for Thursday December 15, 2016 at the Fremont Public Library from 2:00 to 4:00 pm. Warren Gerety is arranging this effort to start. The preliminary meeting will include some State officials and Town Departments/Boards. Selectmen were asked to mark this on their calendars if at all possible to attend.

6. Bruce White has submitted a request from FCTV to purchase offsite equipment (microphones, audio mixer and associated cables) for meetings such as the Budget Committee and other broadcasts from the Fremont Public Library. Currently this equipment is borrowed from Raymond CTV and the goal is for Fremont to own our own equipment. The total cost is \$815.00 and this would come from the FCTV Revolving Fund. A motion was made by Barham to approve this invoice for \$815.00 to purchase equipment from the FCTV revolving fund. This was seconded by Janvrin. The vote was unanimous 3-0.

Janvrin stated he is working on the well repair project at the Safety Complex and he is planning on emailing letters of intent to 8 potential vendors with a scope of the project to get bid pricing. The response to these pricing bids will be sent to Carlson for compilation.

There were corrections in the newsletter and the addition especially on the winter parking ban information. A motion was then made by Janvrin to approve the newsletter as amended. This was seconded by Barham. The vote was unanimous 3-0.

#### **VIII. WORKS IN PROGRESS**

Carlson will formulate a recap on budget figures for the Board.

Emergency Management Director Nathan Draney wants to come into the Board meeting on December 1<sup>st</sup> with Mary Cook from the regional health organization. She wants to make up to a 30 minute presentation on the August POD training evolution. Janvrin thought that with money in the emergency management Capital Reserve Fund that the Town may be able to purchase two generators, one for Complex and one for Town Hall. The Board will talk further with Draney about this when he is here on December 1<sup>st</sup>.

Carlson also outlined that she is working with the Fire Rescue Department EMS Captain who handled training and CPR on the AED training which will be necessary for Town employees once the new AED's arrive for Town buildings.

#### **IX. NON-PUBLIC SESSION**

At 7:55 pm Janvrin moved to enter non-public session pursuant to NH RSA 91-A:3II (c) to discuss a personnel matter and a tax hardship 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 this time. Some downtime was in the schedule as the taping of the meeting had to be shut down by contacting Bruce White. The non-public session began at 8:05 pm once the recording equipment was shut down.

At 8:20 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 some additional end of year budget items, and some other personnel follow-up.

The next regular Board meeting will be a work session, to be held on Monday November 21, 2016 at 7:00 pm with a limited agenda of pressing matters.

#### **IX. ADJOURNMENT – by 9:00 pm**

With no further business to legally come before the Board, motion was made by Janvrin to adjourn the meeting at 8:40 pm. Barham seconded and the vote was unanimously approved 3-0.

Respectfully submitted,

Jeanne Nygren  
Selectmen's Clerk

Heidi Carlson  
Town Administrator