

Approved 12/15/2016

I. At 6:30 pm the meeting was called to order in the Fremont Town Hall basement meeting room. 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

1. This meeting is live broadcast on FCTV Channel 22 and 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 continues 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 remain cautious about water use, and conserve whenever possible.
4. Effective immediately the Planning and Zoning Office hours have changed to Tuesday (new day) and Thursday from 9:00 am 12:30 pm and 1:00 to 4:30 pm.
5. The Library will hold a holiday book sale on Friday December 16 from 9:00 am to 5:00 pm and Saturday December 17 from 9:00 am to 2:00 pm.
6. 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.
7. Public Safety Services will escort Santa around Fremont on Saturday December 17<sup>th</sup>. Listen for the sirens to know when he is approaching your neighborhood!
8. All Town Offices are closed on Monday December 26, 2016 for Christmas. The Town Clerk Tax Collector is also closed on Tuesday December 27<sup>th</sup>. All other Town Offices reopen on Tuesday and remain at normal operations the rest of the week. There are no delays in trash and recycling collections during the Christmas or New Year's Holiday weeks.
9. Sanborn Regional School Board is sponsoring the "Road to the Deliberative Session" event on Monday, December 12, 2016 at the school cafeteria from 5-7 pm. The School Board is encouraging the Community Members of Newton, Kingston and Fremont to ask questions and express concerns around the programs that drive the budget.

## III. LIAISON REPORTS

For the December 7, 2016 Budget Committee meeting, Janvrin reported the Committee has recommended to lower the school budget by \$50,000. There was a question on their Capital Reserve Warrant Article and the wording of the article, whereby the Committee asked for clarification. There were more questions regarding the Police Department budget using residual funds to purchase the radios out of patrol wages. They have asked to reopen the discussion of the Police Department operating budget next week and have Town Officials there to discuss it.

Selectman Barham recapped the December 7, 2016 Planning Board meeting which covered the ongoing application for the Galloway Site Plan amendment. Applicant's engineer Dennis Quintal gave his update

where they are with the required data. There were members of the public that had many questions. The ZBA variance application on the wetland setbacks will be continued until Wednesday, January 4, 2017 at the Fremont Library. Bob Meade provided the Planning Board with an update on the Whittier Drive vehicle fueling in the aquifer and other site plan issues. The Building Inspector and Carlson will review the legal package and submit to legal counsel.

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

Due to the non-public session of the December 1, 2016 meeting not being complete, a motion to defer approval was made by Janvrin. This was seconded by Barham. The vote was unanimous 3-0.

After review of the minutes of the December 5, 2016 meeting a motion to approve was made by Barham. This was seconded by Janvrin. The vote was unanimous 3-0.

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

6:45 pm Public Input-none

7:00 pm Department Heads-Chief Butler submitted an end of year expenditure estimate, including some vehicle repairs to be invoiced before the end of the year. Butler requested the LOSAP money that is left over be used to purchase 4 more portable radios. Cordes asked Butler to calculate the total number of portable radios on hand, listing of their age, condition and a vendor proposal, in order to make a plan for their replacement. Butler will bring in the information requested prior to the next Board meeting. Butler was thanked and left the meeting at 7:10 pm.

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

1. Safety Complex oil burners – The Highway Department dug up the pipe network on Wednesday and the Town’s oil burner maintenance contractor will be back out to troubleshoot the lines sometime on Tuesday next week. Carlson reported that the top of tank is exposed and no problem is visible.
2. On the Complex well there no other proposals submitted. Janvrin will send Carlson the information and she will contact the other suppliers to see if they are interested in submitting a bid and give a deadline for receipt of proposals.
3. The Complex generator meeting has been moved to Saturday December 10 at 9:00 am. Carlson is also reaching out to other vendors, and making a request to visit the Highway Shed for pricing as well. Home Depot has also been asked to come out and review the buildings to provide an estimate.
4. Carlson handed out DayStar recommendations for computer maintenance done recently in their audit of the Town’s IT equipment. This lists servers which are out of warranty with the cost to replace versus updating. Cordes requested the Board to look through so they can prioritize what needs to be done to come up with a figure for budgeting.
5. John Powers, Consultant reviewed the spreadsheet of the bids that were submitted for the Telecommunications wiring of the Town Hall with his recommendation. After discussion and review a motion to accept the recommendation by the consultant for Connectivity Point’s bid for \$7,200.90 to perform the cable and wiring as per the RFP related to telecommunication equipment for the Town Hall was made by Janvrin. This was seconded by Barham. The vote was unanimous 3-0. A motion that the Chairman sign the contract was made by Barham. This was seconded by Janvrin. The vote was unanimous 3-0.

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6. A motion to approve the Board's December 8, 2016 letter to Building Inspector Bob Meade following his resignation letter of November 28, 2016 was made by Barham. This was seconded by Janvrin. The vote was unanimous 3-0.

7. Town Hall Basement renovations plans/update/ project status. Carlson passed out the sheet prepared on the present state of the project with the memorandum of understanding for the resident volunteer. A motion was made by Janvrin to approve the Memorandum of Understanding letter to Rick Pinder by this Board to finish the basement renovation program. This was seconded by Barham. The vote was unanimous 3-0.

Carlson reported the fire alarm work (unrelated) was completed today, and estimating is in progress for fire panel replacement and zone expansion.

8. An updated Points/LOSAP data document was distributed for Board information. This contains all of the historical data and payouts for the plans updated through the current year.

## VII. NEW BUSINESS

1. After review a motion to approve the current week's accounts payable manifest of \$36,873.73 dated December 9, 2016 was made by Barham. This was seconded by Janvrin. The vote was unanimous 3-0.

2. A motion to approve the Intent to Cut for parcel 02-078 owned by Peter and Dianne Bolduc and located at 35 Emerson Drive was made by Janvrin. This was seconded by Barham. The vote was unanimous 3-0.

3. The Cable Committee voted on Tuesday night to recommend to the Board of Selectmen, and are seeking approval for, the Fremont Cable Committee to be increased from three full members and one alternate to five full members and one alternate beginning January 1, 2017. There are currently three full members and one alternate. The purpose is so the Committee can solicit an additional full member that has typing and computer skills and would give additional input as we work toward the Town's new cable contract in a couple years. A motion was made by Barham to recommend the Cable Committee's recommendation to increase their board to five full members and one alternate. This was seconded by Janvrin. The vote was unanimous 3-0.

4. The Board then reviewed the folder of incoming correspondence. There was a letter with the sunset date of July 1<sup>st</sup> on Black Rocks Village bond money list requested by Stantec. Carlson will send a letter to Lewis Builders conveying this date for completion.

5. Economic Development Committee – kickoff meeting has been changed to Wednesday December 14, 2016 at the Fremont Public Library from 3:00 to 5:00 pm (State officials and Town Departments).

6. There were four vacation roll-over requests for review by the Board. Cordes referred to the policy that upon written request an employee can carry over up to one week. A motion to approve the four-submitted vacation roll over requests up to 40 hours for Mary Wheaton-Pinder, Heidi Carlson and Kurtis Boissonneault; and 28 hours requested by Erich Lutz. The Board indicated at with a date to be used added by was made by Janvrin. This was seconded by Barham. The vote was unanimous 3-0.

## VIII. WORKS IN PROGRESS

Budget funds through year end were discussed, in terms of the projects currently being investigated to see if they can be saved for/encumbered now to avoid future tax rate impacts. This includes the Complex

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well, Fire Rescue radios, computer needs, and generator replacements. Barham will contact a couple of contractors to look at the Complex boilers, as this is a future consideration as well. He will be looking at propane options, including layout on the site for a tank.

**IX. NON-PUBLIC SESSION NH RSA 91-A None**

With no further business, a motion to adjourn was made by Janvrin. This was seconded by Barham. The vote was unanimous and the meeting ended at 7:56 pm.

The next regular Board meeting will be a work session, to be held on Thursday December 15, 2016 at 6:30 pm.

Respectfully submitted,

Jeanne Nygren  
Selectmen's Clerk