

I. At 6:30 pm the meeting was called to order at the basement meeting room at 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**

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 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 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 tomorrow 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 this Saturday 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. All Town Offices will be closed on Monday January 2, 2017 in observance of New Year's.

## **III. LIAISON REPORTS**

On Saturday December 10, 2016 Janvrin met with Chief Butler, Chief Twiss, and James Compagna from The Generator Connection, where he sized up generators and pumps at the Safety Complex and Town Hall. He requested the past usage for their data collection that Carlson will forward. His proposal will include both diesel and propane fuels. Of note, also Home Depot is also coming to give quotations on all three buildings on Tuesday, December 20<sup>th</sup>.

At the December 14, 2016 Budget Committee meeting the review of the police radio purchase from the existing budget was discussed again as well as the patrol wage line. No changes were made to the Committee's recommendation on the Town budget. The School Warrant Article for tuition reserve funding still has some confusion, needing more explanation. Their next meeting will January 11, 2017 at 6:30 pm at the Fremont Public Library. The Public Budget hearing on Town and School budgets are that evening at 7:00 pm.

Cordes, Barham and Carlson attended the meeting that outlined the Economic Development Revitalization Zone forum December 14 2016 Their finding are that the Fremont's is a good candidate location for this EDRZ to allow potential development. Their wish is to creating an Economic Development Committee to pursue these avenues. Warren Geraty was instrumental in putting this presentation together tonight. Another meeting is scheduled for Monday January 9, 2017 at the Spaulding Café on Spaulding Road.

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

A motion to approve the minutes of the December 8, 2016 as written was made by Janvrin. This was seconded by Barham. The vote was unanimous 3-0.

A motion to approve the minutes of the December 1, 2016 public session and non-public session as written 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-none

7:30 pm Public Hearing to discuss Fee Schedule changes

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

1. Carlson updated the Board on the status of the oils lines at the Complex. The Highway Department dug up the lines outside and Mike Poole started at the top and he is changing fittings and gaskets but not going to pull the lines. The burner has been running fine so far with maintenance personnel, Police and Fire Department personnel monitoring the building where it is going to be so cold the next few days. Insulation has been placed around the hole that was dug. Carlson will contact other vendors to continue with the research and possible other repairs on this system, if this remedy does not work long-term.

2. On the Complex well proposals, Janvrin resent notices to all vendors and four have replied as of this meeting. The price ranges were substantially different with a wide range to encompass. The spreadsheet will be tweaked finer and with additional details, to be better able to get comparison on the pricing.

3. Jon Benson has been working with vendors on a ballfield security system, and four proposals have been submitted for review. No decision was made tonight but a request was made to have Police Chief Twiss look at these to give his input on which might be the better surveillance system.

4. A Ballfields maintenance job description was circulated a few weeks ago, and the current position advertising was circulated by Carlson this evening. This was reviewed and agreed upon with Carlson to post at Town buildings, in the Newsletter, and on the Town website.

5. The Wreaths Across America Program is scheduled for Saturday at noon at the Town Hall with the possibility of bringing inside the Town Hall due to anticipated cold and snow. Selectmen do all plan to attend and participate.

6. Carlson discussed the Daystar updates as handed around last week for review. Several of these items are necessary and could be complete this fiscal year, and some are included in the annual maintenance budget for 2017. The server replacement option will be necessary to update into the new year, and the Board discussed encumbering it now because of the lead time needed. Carlson will be able to have some items on this list completed this year. She will total the dollar amount for next meeting.

VII. NEW BUSINESS

1. A motion to approve the current payroll manifest of \$25,493.48 for the week dated December 16, 2016 was made by Barham. This was seconded by Janvrin. The vote was unanimous 3-0.

A motion to approve the accounts payable manifest of \$33,379.33 for the week dated December 16, 2016 was made by Janvrin. This was seconded by Barham. The vote was unanimous 3-0.

2. At the Trustee of the Trust Fund meeting on December 14, 2016, they readopted the Trustee of Trust Funds Investment Policy Statement. The Board of Selectmen asked to have copies of the policy circulated for them to read, and will make a final vote to readopt next week.

3. There was vacation carry over request from Jason Larochelle for 15 hours. A motion was made by Janvrin to approve this request. This was seconded by Barham. The vote was unanimous 3-0.

At 7:30 pm Janvrin moved to open the Public Hearing to discuss fee schedule changes. This was seconded by Barham. The vote was unanimous 3-0.

*Cordes read the announcement aloud: The Public is invited to attend a public hearing held by the Board of Selectmen on December 15, 2016 at 7:30 pm at the Fremont Town Hall, basement meeting room, 295 Main Street in Fremont, NH. This hearing will discuss the following changes to the Town's Fee Schedule.*

*CONDITIONAL USE PERMIT \$100.00  
All abutter notification and advertising (if applicable) would also be charged.*

*FEMA LOMA Certification \$ 45.00  
Includes necessary research and form completion (homeowner must secure elevation certificate and have FEMA forms available and filled out for statistical data).*

*SEPTIC SYSTEM REPAIR/REPLACEMENT \$ 65.00 per design  
Residential only (includes plan review and a single test pit)*

*ELECTRONIC TAX REPORTS \$ 50.00*

*RECORDING PROCESSING FEES \$40.00 Covers processing of any form or documents to go to the Registry, and return of original documents to you. The applicant/owner is also responsible for the actual cost of recording as charged by the Rockingham County Registry of Deeds-You can obtain this from the Selectmen's Office and you make out a separate check to the Registry.*

*DVD or CD \$ 5.00*

*PAPERWORK/PROCESSING FEE \$25.00  
Applicable to applications for Town must assist with, to include research of a file or processing an application form that does not have a fee.*

*Anyone unable to attend the hearing who wishes to submit comments can do so no later than 12 noon on December 15, 2016 by mail, or email to [FremontTA@comcast.net](mailto:FremontTA@comcast.net). The public is welcome to attend the hearing. There were no comments submitted and no members of the public present at this public hearing.*

Board members had some questions and there was discussion/review of each item in terms of it being new or updated. With no public present, and no additional questions, Janvrin moved to adopt the fee schedule changes as herein posted. This was seconded by Barham. The vote was unanimous. At 7:40 pm a motion was made by Barham to close the Public Hearing. This was seconded by Janvrin. The vote was unanimous 3-0.

4. The Board then reviewed the folder of incoming correspondence.

5. A motion to approve the FCTV Cable Revolving Fund Manifest 2016-018 in the amount of \$815.00 for items in PO #2016-019 was made by Janvrin. This was seconded by Barham. The vote was unanimous 3-0.

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

Budget funds to review for payment at year end or encumbering:

1. Library stacks balance \$8000.00 trying to pay out of operating budget residual rather than using the reserve fund money. Board wants the Library Trustees to be notified as to the payment plan.
2. Paving work quote encumber. Cooper Drive and Vetter Drive.
3. Henderson cemetery gates repair at Village Cemetery – encumber as Henderson can't complete the work by December.
4. Fire Rescue - AED update is needed.
5. Class VI road signs ordered by Carlson and encumbered via PO if they do not arrive by 12/31/2016.
6. Contracted projects – relative to Town Hall renovations – will continue to pay bills as they come in, and Carlson will include all known contracts on the year end spreadsheet being prepared.

### **IX. NON-PUBLIC SESSION NH RSA 91-A**

At 8:00 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 3-0. Cordes-yes; Janvrin-yes; Barham-yes.

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 further discussed some budget planning and the status of renovations at the Town Hall. The Board asked to have Rick Pinder in to the meeting next week to discuss the MOU and plans for moving the project ahead.

The Board asked for the security proposals to be emailed to members for further review, including the follow-up information collected. The well proposals were discussed further and also need some more refining in terms of the details and cost per particular item, to be more easily compared.

With regard to the spreadsheet of items to encumber, the Board also asked Carlson to add in the costs of personnel vacation time that is being carried over into the new year. These costs should also be encumbered to be carried correctly on the Town's balance sheet.

The Budget Public Hearing date of Wednesday January 11, 2017 will also be added to future announcements, as well as the filing period for petitions, Town and School District Offices.

With no further business to legally come before the Board, motion was made by Janvrin to adjourn the meeting at 8:45 pm. Barham seconded and the vote was approved 3-0.

The next regular Board meeting will be a work session, to be held on Thursday December 22, 2016 at 6:30 pm.

Respectfully submitted,

Jeanne Nygren  
Selectmen's Clerk