

I. The meeting was called to order at 6:30 pm in the basement meeting room at the Fremont Town Hall. Present were Selectmen 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. Spring Bulky Day will be held on Saturday May 20<sup>th</sup> from 8:00 am to 12 noon at the Fremont Highway Shed on Danville Road. This is the same day as the Library Book Sale and the Fremont Garden Club Spring Plant Sale.

2. The Rabies Clinic will be held this Saturday April 8th at the Fremont Safety Complex. The Town Clerk will be available to issue dog licenses.

3. The Parks & Recreation Commission is sponsoring a Spring Yard Sale on Saturday May 13, 2017. Information is available on the home page of the website.

4. The Town will sponsor Camp Fremont again this year. Information is available on the homepage of the Town website, or by contacting the Town Offices.

5. The Town is still looking for two volunteers to fill vacant seats on the Fremont Budget Committee. The appointment would be for a one year term through March 2018. Anyone interested should contact Heidi Carlson for more information. The next Budget Committee meeting will be held on Wednesday May 3, 2017 at 7:00 pm. Location will either be the Town Hall main floor or the Fremont Public Library.

6. The Fremont Cable Committee has been expanded from 3 members to 5, and is also looking for volunteers. This might include work on the next cable renewal franchise, development of policy for FCTV and participation in monthly meetings. Time commitment is approximately 2-3 hours per month. Anyone looking for more information should contact Bruce White.

7. National Drug Takeback is Saturday April 29, 2017. The collection will take place at the Fremont Police Department from 10:00 am to 2:00 pm, and unused and unwanted medications can be dropped off.

8. There are open positions on all of the Land Use Boards (Conservation Commission, Planning and Zoning); and some spring training workshops are available so it is a great time to step forward and be able to get some training to start off as well!

9. The Annual Easter Egg Hunt will be held this Sunday April 9<sup>th</sup> at the Ellis School Playground at 12:30 pm followed by the PTA Cake Walk.

10. NH Humanities Council presentation of NE Quilts and the stories they tell is going on now at Fremont Public Library April 6, 2017.

## **III. LIAISON REPORTS**

At the April meeting of the Conservation Commission, they did their reorganization. Leanne Miner accepted the position of Chair and Bill Knee accepted the Vice Chair position, effectively switching roles. Cindy Crane was in attendance and is willing to become a member of the Commission, which was supported by the Commission. She is scheduled later tonight to be appointed.

Barham reported on the April 5, 2017 Planning Board Meeting that included a Public Hearing on Prince Lobel Cell Tower application (Donigian property). This was continued due to additional work being required.

Relative to Seacoast Farms, the Town Engineer will monitor the progress on the tailings piles that were encroaching wetlands. The four gravel permit operations will also be inspected by the Town Engineer. There is a Public Hearing scheduled for April 19, 2017 to address the Zoning Recodification changes being worked on with the planner. There were no zoning language changes in this process only organization just for easement in researching the requirements. The application for the grant aquifer district evaluation was approved which will allow zoning changes in the Aquifer Protection District, contingent on management practices adopted.

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

After review of the March 30, 2017 minutes a motion was made by Barham to approve them as written. This was seconded by Janvrin. The vote was unanimous 2-0.

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

At 6:35 pm Road Agent Leon Holmes Jr met with the Board to present his recommendation to purchase a Caterpillar ditching bucket for the backhoe from the Highway Equipment Capital Reserve Fund. This will assist in digging ditches and road work maintenance as well as the small paving projects. The final cost is \$1,300 to purchase it used as a demo that is in excellent condition vs \$2,700 for a new for purchase. A motion to approve and sign Purchase Order 2017-004 for \$1,300 to purchase the Caterpillar bucket from the Highway Equipment Capital Reserve fund was made by Barham. This was seconded by Janvrin. The vote was unanimous 3-0.

Holmes Jr also presented to the Board that he is obtaining 3 price estimates for the purchase of a 1.5 ton roller and will get back to them with the quotes. He generally pays \$3,200 per year in rental of a roller for a month's usage, and he feels owning would be more economical for the Town, as well as being practical in having it available all the time. He will report back once he has some quotes. He just missed out on the sale of a used one for approximately \$9,000. This would be about a three year payback, and he thought the equipment would last the Town 10-15 years depending on the purchase.

Seeing that this year's budget passed Holmes Jr contacted the bidder from Petra Paving on his quote on the Cooper and Vetter Drive paving projects that were carried over (obtained in 2016 but unable to be completed due to funds). Petra is honoring the quote from last year and Holmes Jr presented the two quotes for approval. A motion to approve \$3,992 for 156 feet of paving on Vetter Drive and \$3,644 for 130 feet on Cooper Drive repairs, was made by Barham. This was seconded by Janvrin. The vote was unanimous 2-0.

Holmes Jr thanked the taxpayers for their support of the budget and Warrant Articles, and stated he was pleased at his budget figures for the first three months, which are better than he expected given the February and March blizzards and other winter storms. He was thanked by the Board and left the meeting at 6:47 pm.

At 6:48 pm resident Cindy Crane was introduced to the Board. As stated above she had expressed interest in being a member of the Conservation Commission. She is an environmental engineer with a great deal of education and experience. A motion to appoint Cindy Crane for a 3-year Conservation Commission term that expires March 2020 was made by Janvrin. This was seconded by Barham. The vote was unanimous 2-0. Carlson and she stepped out of the meeting so Crane could be sworn in.

7:00 pm Department Heads-nothing further

## **VI. OLD BUSINESS**

1. Carlson sent the draft of the Town Hall Renovations contract from KTM to the Board members for review. No decision was made until they have a full Board next week. Carlson explained the updates she made, and suggested any other changes be sent to her email so they can be compiled in a list for approval with the contract next week.
2. Carlson refreshed the Board on the FCTV Coordinator position as originally proposed by the FCTV Committee, and explained by Bill Millios at the Board's meeting of March 23<sup>rd</sup>. This position is proposed for a \$150 per week stipend (calculated using an average of 10 hours per week at \$15 per hour). It will be paid on a stipend basis, and this will be updated within the position description. Carlson outlined the many tasks that Bruce White has been doing since the inception of FCTV, and this will formalize the role, and provide a stipend for the work done.  
  
A motion was made by Barham to accept the FCTV Coordinator position with the guidelines and job description as presented and to designate Bruce White for this position. This was seconded by Janvrin. The vote was unanimous 2-0.
3. The FCTV Policy and Procedure sheet was approved as amended last meeting but was reprinted with errors. This includes a small increase in the initial stipends for meeting coverages, to encourage new camera operators to come forward.
4. Carlson handed out the wage updates for April 1, 2017 pursuant to budget adoption with corrections. A motion to adopt the pay matrix for 2017 as amended was made by Barham. This was seconded by Janvrin. The vote was unanimous 2-0.

## **VII. NEW BUSINESS**

1. A motion to approve the payroll of \$23,504.49 for the current week dated April 7, 2017 was made by Barham. This was seconded by Janvrin. The vote was unanimous 2-0.
2. A motion to approve the accounts payable manifest of \$47,868.37 for the current week dated 07 April 2017 was made by Barham. This was seconded by Janvrin. The vote was unanimous 2-0.
3. Jeanne Nygren prepared an application to the State of NH for the Parade Permit for Sunday May 28, 2017, the Town's Annual Memorial Day Parade. Motion to sign the application was made by Barham. This was seconded by Janvrin and voted unanimously in favor 2-0.
4. Selectmen reviewed the folder of incoming correspondence.
5. Carlson presented the plans for the Currier Subdivision so the Board could consider their Plan Review comments. This is a pending subdivision of parcel 01-048 to be subdivided into two lots (main parcel and one more building lot). The comment sheet for the ZBA process on the same application was reviewed, and the Board wanted to carry those same comments forward, as well as include that no further subdivision whatsoever would be approved for this lot, and that the driveways need to be clearly marked at the street (Sandown Road) and at the location where they split. Additionally the driveway width and construction shall be reviewed and approved by the Road Agent, an easement needs to be made part of the approval, and that only a single family home can be constructed on the new lot. Carlson was directed

to write up the form and attach the variance application comments as well. Selectmen initialed the form for submission to the Planning Board.

6. Carlson provided an update on reinstatement of the cable franchise fee following Town Meeting approval. She reported a conversation with Jay Somers of Comcast today indicating that the process next is for the Selectmen to hold a public hearing and vote to accept the Town Meeting recommendation and send a letter ratifying all of the information to Comcast. From there, Somers will create an amendment to the existing contract in accordance with Section 8.1, Franchise Fee Payments, for franchise fees to be collected in the amount of 2%. This Public Hearing is set for Thursday, April 27, 2017 at 7:15 pm.

The Town needs to begin working on a cable contract renegotiation committee as well. The current cable contract expires in 2019. Bruce White came into the meeting for this discussion and he added that FCTV is prepared to take on this work and requested Janvrin be the Board member's representative, which he volunteered to do. Janvrin served on the last cable contract negotiation committee as a member of the public. Carlson reported that she had contacted the attorney the Town used for the 2009 contract and he will assist the Town in this endeavor again as well.

Janvrin reported that the access way between Governor's Forest and Witham's Park now has a house on it which now makes the road completely blocked. There was discussion about how this happened and when the building permit was issued. It is believed the home sited on lot 03-002.002.018 is too close to the abutting line and the area designated as easement for the emergency access way. There was lengthy discussion about not being able to get through there and that Janvrin had fought for that access to be mandated as part of the final plans, for emergency egress of all the residents of both parks.

The Board discussed having the Building Inspector issue a cease and desist order for the project and prohibit issuance of any further building permits or occupancy permits until such time as the easement is permanently re-established. Barham added that he did not feel simply making it possible was enough, that it should be paved and made more permanent, because this is not the first time it has been moved/made impassable. It is felt that the owner has made this a low priority, and the Town feels that it needs to be re-established pursuant to the Plan. Selectmen expressed concern about the safety of residents and having the access way kept open and passable.

There was further discussion about the complaints the Town has received over the past couple of weeks regarding blasting which is ongoing in the area of the future Sharon Way.

Barham had photographs he took last week of the area that indicate not only a house in the way, but a porta-toilet blocking the access roadway.

A motion was made by Barham to instruct the Building Inspector to issue a cease and desist order to the owner (Martin Ferwerda) for the site to include that no building permits and occupancy permits shall be issued until the emergency lane between Governor's Forest and Witham's Park is reinstated. This was seconded by Janvrin. The vote was unanimous 2-0. Carlson indicated she would send an email to Mr Ferwerda this evening and the Building Inspector so that the owner would immediately be aware of the problem and the need to tend to the problem as soon as possible.

At the Cemetery Trustee meeting Tuesday April 4, 2017, the Trustees completed work on the Sexton job description, and are recommending it to the Selectmen for adoption, as well as their recommendation that Bruce White be designated in this position for a one year term. The Trustees wished this to be presented to the Selectmen tonight for their approval. A motion to approve this position with as Sexton coordinator was made by Barham. This was seconded by Janvrin and voted all in favor. Carlson will generate an appointment form for the Board to sign next week.

**VIII. WORKS IN PROGRESS**

At 7:45 pm Barham moved to enter into non-public session pursuant to NH RSA 91-A:3 II (c) to discuss a personnel matter. Janvrin seconded and the roll call vote was unanimously approved 2-0; Janvrin-yes; Barham-yes.

Nygren left the meeting at 7:47 pm.

At 7:59 pm motion was made by Janvrin to return to public session. Barham seconded and the roll call vote was unanimously approved 2-0; Janvrin-yes; Barham-yes.

It is noted for the record that the Selectmen reviewed the non-public minutes of March 23, 2017. Motion was made by Janvrin to approve the non-public minutes of March 23, 2017. Barham seconded and the vote was unanimously approved 2-0.

The Board had also advised of the non-public discussion on March 30, 2017 so that minutes can be prepared.

With no further business which may legally come before the Board, motion was made by Janvrin to adjourn the meeting at 8:05 pm. Barham seconded and the vote was unanimously approved 2-0.

The next regular Board meeting will be held on Thursday April 13, 2017 at 6:30 pm.

Respectfully submitted,

Jeanne Nygren  
Selectmen's Clerk

Heidi Carlson  
Town Administrator