

I. CALL TO ORDER at 6:30 pm in the basement meeting room at the Fremont Town Hall. Present were Selectmen Gene Cordes, Neal Janvrin, and Roger Barham; and Town Administrator Heidi Carlson. All rose for the Pledge of Allegiance.

II. ANNOUNCEMENTS

1. National Drug Takeback is this Saturday April 29th. 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.

2. The Fremont Public Library will hold a Memorial Service in honor of Barbara Bassett on Sunday May 7, 2017 at 1:00 pm at the Library. Barbara was a longtime Librarian, Town Treasurer, and 30 year teacher at Ellis School. All are invited to attend.

3. An Open House for Fremont Business Owners will be held on Wednesday May 10 at 5:30 pm at the Spaulding & Frost Community Café, 25 Spaulding Road in Fremont. This event is being hosted by the new Fremont Economic Development Committee. Light refreshments will be available. The purpose of this event is to provide a networking opportunity for our local businesses.

4. 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, the registration deadline is tomorrow to get your address on the Yard Sale map.

5. Spring Bulky Day will be held on Saturday May 20th 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, both held at the Fremont Public Library. We need volunteers for Bulky Day and anyone interested can contact Heidi or Jeanne.

6. The Town's Memorial Day services will be held on Sunday May 28, 2017, with lineup for the Parade at 8:30 am at the Town Hall. Please contact Jeanne Nygren as soon as possible to participate!

7. The Town will sponsor Camp Fremont again this year. Information and registration forms are available on the homepage of the Town website, or by contacting the Town Offices.

8. The Town is still looking for one volunteer to fill a vacant seat 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.

9. 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 at FremontCTV@gmail.com.

10. There are open positions on all of the Land Use Boards (Conservation Commission, Planning and Zoning). Anyone interested should contact Casey Wolfe in the Planning Office for more information.

III. LIAISON REPORTS

04/25/2017 Zoning Board of Adjustment training session – Janvrin reported that the ZBA had a great training session with Attorney Byrne of the NHMA. They reviewed procedural items, law updates, and it was very informative.

Barham reported meeting with Marty Ferwerda last Sunday and Ferwerda had plans for the emergency access. Barham suggested an amendment to include that Ferwerda do the lot line adjustment with the Witham property, such that the end result takes the route of the emergency access right up to the cul-de-sac on Country Lane. This would put the emergency access area all on Ferwerda's property as this matter does not involve the Town and is not necessarily Witham's responsibility.

Witham is reportedly happy to grant the easement to the Town versus to Ferwerda, but Barham believes Ferwerda should grant it between Witham and Ferwerda so that the emergency access is completely within the limits of their land. Janvrin said he had looked further at it, and still has concern about having fire truck access possible there, and suggested the Board that have the Fire Chief try it and be sure it works effectively before making any alternative decision.

IV. APPROVAL OF MINUTES

Janvrin moved to approve the minutes of 19 April 2017. Barham seconded and the vote was unanimously approved 3-0.

Barham moved to approve the minutes of 20 April 2017 with minor amendments. Janvrin seconded and the vote was unanimously approved 3-0.

V. SCHEDULED AGENDA ITEMS

6:45 pm Public Input - none

7:00 pm Department Heads - none

VI. OLD BUSINESS

1. Selectmen discussed the budget process for 2017 and the plan to withdraw \$8,000 from the Property Reassessment Capital Reserve Fund in follow-up to the proposed budget plan to fund part of the cyclical revaluation process from this fund annually. Motion was made by Barham to remove \$8,000 from the Property Reassessment Capital Reserve Fund. Janvrin seconded and the vote was unanimously approved. Board members signed a letter to the Trustees of Trust Funds making the request.

2. Carlson discussed the Board's meeting locations during the upcoming Town Hall renovation project. FCTV Coordinator Bruce White joined the meeting briefly to confirm that it would be easiest for FCTV, and most effective for live broadcasting (when this is possible) to hold as many meetings as possible at the Fremont Public Library. With that in mind, Carlson will schedule the duration of the summer whenever possible, at the Library, and prepare a detailed schedule of what meetings are held where. The Board determined that there will not be a meeting the week of July 4th.

3. The Town's oil needs have been put out to bid, with bids due on Wednesday May 24, 2017. This year the specification only includes the Library and Complex along with a certain allotment of gallons for assisted clients. The School has withdrawn from the bid process as they believe they will be converting to propane given the preliminary information they have received from their consultant.

4. Carlson presented quotes that the Road Agent obtained for guardrail work including in the 2017 budget (Copp Drive \$2,875) at State Bid Price. Additional quotes received for developer fix-up work on Spaulding Road, and a budget estimate for 2018 for work needed on Sandown Road.

The Spaulding & Frost subdivision work (Phase I) is still bonded by a bank letter of credit that the Town has sitting aside until the bank or developer asks for the Town to accept the Road, and until all improvements are complete and accepted by the Town. Carlson explained that the Town Engineer is working on final stages of Phase II of that Subdivision (an extension of Spaulding Road of approximately 900 feet). Along those lines, the Engineer has been asked to review the Phase I work so that this could officially become a Town Road.

With little further discussion, Janvrin moved to approve \$2,875 from the 2017 Highway operating budget to CWS Fence & Guardrail to supply and install two runs of 50 lineal feet of guardrail pursuant to the State bid specification. Barham seconded and the vote was unanimously approved 3-0.

Barham then moved to approve the repair work within the Phase I Spaulding Road/Frost Lane Subdivision in the amount of \$1,380 with funds to be withdrawn from the developer's letter of credit for that purpose. Janvrin seconded and the vote was unanimously approved 3-0.

5. Updates on Camp Fremont – Camp spots are filling up. Registration forms are available at the Town Hall and on the Town's website on the home page. A notice is posted for hiring of some counselors and volunteer CIT's. The staffing will not be determined until enrollment is complete. Enrollment is first come, first serve, with full payment due to reserve spaces. There is a full six week program, and a special two day program during the week of the 4th of July, which will be two special field trips.

6. Warren Gerety reported in today that the Business Open House mailing with the flyer Carlson created from Gerety's information went out yesterday. Jeff Philbrick paid for the postage and Pat Gerety did the labeling, stuffing and sealing. About 110 flyers were mailed out.

VII. NEW BUSINESS

1. Selectmen reviewed the accounts payable manifest in the amount of \$35,890.38 for the current week dated 28 April 2017. Motion was made by Barham to approve the manifest of \$35,890.38. Janvrin seconded and the vote was approved 3-0.

2. Selectmen reviewed the folder of incoming correspondence.

3. Selectmen reviewed a request from Chief Twiss to remove \$699.51 from the DARE Expendable Town Trust Fund to pay Order # 90634 to Creative Product Sourcing Inc for the 2017 DARE certificates and tshirts for the upcoming DARE Graduation. As agents of the fund, Selectmen can remove monies after recommendation from the Police Chief. Motion was made by Janvrin to approve the Chief's recommendation to remove \$699.51 from the DARE Expendable Town Trust Fund to pay for order # 90634 to pay for graduation items. Barham seconded and the vote was approved 3-0. A letter was signed to the Trustees of Trust Funds requesting this release.

At 7:15 pm the Chairman called to order the Public Hearing on reinstating the 2% cable franchise fee pursuant to the 2017 Town Meeting vote. He began by reading the Public Hearing notice:

The Fremont Board of Selectmen will hold a public hearing at 7:15 pm on April 27, 2017 to discuss the Town Meeting vote to reinstitute the 2% cable franchise fee for continuation of FCTV activities.

Written comments will be accepted up until the time of the hearing. Questions or comments can be addressed to Heidi Carlson at FremontTA@comcast.net or 895 2226 x 10.

The meeting will be held at the Fremont Town Hall, Basement Meeting Room, 295 Main Street, Fremont NH as part of the regularly scheduled Selectmen's Meeting. The Public is welcome to attend.

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Carlson stated that there had been no phone or written comments received to date relative to the Hearing. Cordes then outlined the 2009 Comcast Cable Contract and that it included a franchise fee of 5% to fund cable broadcasting and some other improvements.

A couple of years later there was a Town Meeting vote to discontinue that franchise fee as nothing was happening with regard to public access. In approximately 2014 volunteers came forward and the money on hand requested from Comcast. The next year, it was voted to be placed in a revolving fund for the purpose of funding public access. From there the volunteers moved toward the requisition and purchase of equipment, leading to what we have today for a full bulletin board and video broadcast and taping of most public meetings.

He stated that the Board of Selectmen is very supportive of these efforts, and publicly supported the Warrant Article in 2017 to reinstate the fee so that FCTV can continue to operate. The funds are used for payroll costs of cable operators, the Coordinator, and necessary equipment and supplies. FCTV is funded solely from franchise fees, and not from tax dollars.

Resident Bob Carr came in to the meeting but did not have any comments to offer for the Public Hearing.

With no further discussion, Barham moved that the Board accept the Town Meeting Vote direction and moved forward with a request to Comcast to reinstate the 2% franchise fee as directed by voters in 2017 Warrant Article 18. He further moved that the Board sign a letter to Comcast with the Public Hearing results and requesting Comcast to proceed as soon as possible instituting the 2% franchise fee on subscriber bills. Janvrin seconded and the vote was unanimously approved 3-0. Carlson prepared a letter and Board members signed it.

At 7:22 pm Cordes closed the Public Hearing.

NEW BUSINESS CONTINUED

4. Selectmen reviewed an Intent to Excavate for the 2017-2018 tax year for parcel 04-015 owned by Fremont Park Associates, George and Gary Merrill for 25,000 yards of material. Janvrin moved to approve the Intent to Excavate for parcel 04-015. Barham seconded and the vote was unanimously approved 3-0. Selectmen signed the Intent form.

5. Selectmen reviewed the Excavation Tax Warrant in the amount of \$393.56 for the 2016-2017 tax year for parcel 04-015 owned by Merrill (Fremont Park Associates). Motion was made by Barham to approve the Excavation Tax Warrant in the amount of \$393.56 for the 2016-2017 tax year for parcel 04-015 owned by Merrill (Fremont Park Associates). Janvrin seconded and the vote was approved 3-0.

6. The Town's part-time Highway Department employee has announced his resignation effective at the end of June. Jared has been in the position for several years and has been an important part of our Highway and Fire Rescue Departments. The Road Agent will begin recruiting shortly for the part-time permanent position, with the hope of hiring someone for mid-July.

VIII. WORKS IN PROGRESS

Janvrin asked about the Safety Complex well project and agreed to take the proposals to further review them and report back to the Board.

IX. NON-PUBLIC SESSION NH RSA 91-A

At 7:40 pm motion was made by Janvrin to enter non-public session pursuant to NH RSA 91-A:3 II (c) and (e) to discuss a hardship and a personnel matter; and a pending legal matter. Barham seconded and the roll call vote was unanimously approved 3-0; Cordes – yes; Janvrin – yes; Barham – yes.

First session ended at 7:50 pm, and Selectmen met for the second session until 8:35 pm. Carlson left the meeting room at 7:50 pm.

At 8:35 pm, motion was made by Janvrin to seal the minutes of the Session II non-public discussion indefinitely and return to public session. Barham seconded the motion and it was approved 3-0 with a roll call vote. Cordes – yes; Janvrin – yes; Barham – yes.

With regard to the first non-public session, Selectmen acknowledged the continuation of the Carr's tax payment plan and that they will meet again in six months.

There was some discussion about encumbered work, ongoing projects and current capital needs work.

- The Board wishes to have a weekly summary on the recent progress that has occurred on the basement renovations, anticipated work in the ensuing week / near term and how the project is progressing on the project time line. Issues or needs requiring the Boards assistance or intervention should be identified.
- The Board would like to review at the May 4th meeting the list of encumbered projects that are incomplete and their current status and what is needed if anything to move them forward. Again, issues or needs requiring the Board's assistance or intervention should be identified.
- A brief review of known capital needs should occur at the May 4th meeting. The remaining useful life of heating system and roof at the Safety Complex are examples.

The next regular Board meeting will be a work session, to be held on Thursday May 4, 2017 at 6:30 pm. This meeting will be held at the Fremont Town Hall in the basement meeting room.

X. ADJOURNMENT – by 9:00 pm

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

Respectfully submitted,

Heidi Carlson
Town Administrator