

**I.** At 6:30 pm the meeting was called to order in the main floor meeting room at the 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** were read by Selectmen Cordes.

1. The Memorial Day parade will take place this Sunday. All are welcome to attend! All Scouts, Ellis Students, FAA Teams, etc should line up at the Spaulding & Frost Parking (KTM) Lot on Spaulding Road and be ready to join the parade just after 9:00 am when it marches past Spaulding Road. Veterans, guest speakers, Color Guard, etc should line up at the Town Hall at 8:30 am. In the event of rain, the information will be posted on the home page of the Town website, and the Ceremony will begin at 9:00 am at the Ellis School.

2. Ellis School Field Day will be held on Friday June 9<sup>th</sup> at the Town's Memorial Fields. The fields will NOT be open to the public during the event, which will be Monday June 12<sup>th</sup> in case of rain.

3. Camp Fremont registration and programming information is available on the home page of the Town website, or by contacting the Town Offices. Parent Information Night will be held at 6:00 pm on Monday June 12, 2017 in Room 409 at Ellis School.

4. 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](mailto:fremontctv@gmail.com).

5. There are open positions on the Conservation Commission and Planning Board. Contact Casey Wolfe for more information at 895 3200 x 17.

6. The State DP-8 Low and Moderate Income tax form is available at the Town Offices, or if you would like one mailed, contact Jeanne or Heidi. They are also available on the Town's website with a direct link and they can be filled out electronically.

7. There are vacant seats representing Fremont to the Solid Waste 53B District as well as to the Rockingham Planning Commission. Contact Heidi Carlson for more information if you may be interested in either of these positions.

8. The Land Use and Building Offices are located on the main floor of the Town Hall for the summer. Enter through the front door.

9. All Town Offices will be closed on Monday May 29, 2017 in observance of Memorial Day, and trash and recycling collections are delayed one day due to the holiday next week. Thursday collection will be Friday June 2 and Friday collection will be Saturday June 3.

**III. LIAISON REPORTS** - no meetings to report on.

**IV. APPROVAL OF MINUTES**

A few edits need to be made on the May 18, 2017 minutes so approval was tabled until next week.

## V. SCHEDULED AGENDA ITEMS

At 6:30 pm Parks & Recreation summer Camp Staff came into the meeting. Present were Camp Director Melissa Olms, Assistant Directors Carrie Parenteau and Kimberly Dyer and new camp counselor candidate Nicole Wilson. Camp is a full six-week program and the week of July 4<sup>th</sup> is additional 2-day program.

Enrollments to date are approximately 30 campers on average, which exceeds last year's figure at this time. Olms is making a recommendation that Nicole Wilson be appointed a Camp Counselor for the program. She is also proposing a full work week for all. Carlson cautioned that scheduling needs to be less than 40 hours for each so the Town does not get into an overtime situation with any of the hourly staff. Olms said as the salaried overseer that she would take over to avoid any overtime.

There was general discussion about the Town's desire to run a safe and solid program, and the importance of this staff to that end goal. Carlson stated how pleased she is, and how fortunate the Town is to have seasoned, returning staff who are all staff at Ellis School, and know these children.

Motion was made by Barham to appoint Melissa Olms as Director, Carrie Parenteau and Kim Dyer as Assistant Directors and Nicole Wilson as a Counselor for the 2017 summer camp program. Janvrin seconded and the vote was unanimous 3-0. Carlson added that former Assistant Director Hannah Kimball will return on a per diem basis as needed to cover absences (she is the Ellis School Gym Teacher). The motion was made by Barham to extend the renewal appointment to include Hannah Kimball. Janvrin seconded and the vote was unanimous 3-0.

**Important Parent Night:** This will be held on Monday, June 12, 2017 in Room 409 at Ellis School at 6:00 pm. All parents are urged to attend where Olms will go through the camp policies and expectations for parents and campers to know the routine.

6:45 pm Public Input - none.

At 7:00 pm Department Head Fire Chief Richard Butler came before the Board. He provided one of the training rosters earlier requested by the Board. Butler indicated members are working on the pole barn, and that the Building Inspector had been there during the week.

He inquired on the progress on the Governor's Forest emergency access road. Selectmen explained this is ongoing with the site plan amendment application, zoning variances and a lot line adjustment which includes the right of way proposal in it that will need variances in the process. It is anticipated he will be receiving his comment sheet shortly.

Butler then reminded the Board about the one failed Thermal Imaging Camera that the Department was looking to replace. He discussed a line item transfer from the communication line to the new equipment line purchase a replacement TI camera instead of adding to the budget in a future year. He has money in the communications line and said they already has sufficient radios for the Department at this time. The State bid price for camera replacement is approximately \$10,000.00. Cordes requested that Butler write up his request along with the State bid quote. Carlson suggested that he clip the quote to a budget line item transfer form, and she will forward him the forms. She also indicated an updated current expense report would be available early next week. (This was done and emailed to Butler on Friday).

Janvrin asked about the gear that the Town supplies their EMS staff and if boots are included, which Butler said are not. Janvrin asked that Butler check with other neighboring towns protocol and practice with regard to what gear is provided to EMS providers. Butler said members have just received EMS

pants, safety vests, and have new EMS jackets. Janvrin mentioned boots and helmets as well. Butler was thanked and left the meeting at 7:10 pm.

## **VI. OLD BUSINESS**

### **1. Town Hall Basement Weekly Update:**

- Packed boxes to include everything from the basement, in preparation for movers, who arrived on Monday. Storage trailers also arrived Monday, and after a few setbacks, all of the material, records, furniture and equipment was loaded into two KTM job trailers.
- The Building Inspector is in the main hall. The partitions are due to be delivered and set up on Friday afternoon.
- The wooden Food Pantry cabinets (5) were taken to the third floor for storage and the old fridge and chest freezer was hauled to Bulky Day for disposal.
- Significant additional materials and a good deal of old electronics from the basement were recycled at Bulky on Saturday.
- Additional metals were taken to the Highway Shed and placed in the metals dumpster at Bulky.
- Additional cleaning and purging was done throughout the week.
- A site meeting will be held with KTM and sub-contractors at 8:00 am on Friday morning in the main floor at the Town Hall.
- Mark Minasalli was at the Town Hall today to mark off areas for demo in the basement, and some of his workers will begin tomorrow.
- Additional email updates were sent to Rick Pinder and other vendors and subcontractors.

### **2. Other Projects Update:**

- Spring Bulky Day held on Saturday from 8:00 am to 12 noon at the Fremont Highway Shed.
- Tax bills went in the mail Friday May 19th.
- Additional archiving material was provided to Brown's River Preservation on Wednesday.

### **3. 2017 Projects Update:**

- The Road Agent met with Dan Tatem on Tuesday relative to North Road scope of work and anticipates bid documents being prepared in about a week.
- After Board approval of patch paving work on Scribner Road last week, this was scheduled with Petra for June 2<sup>nd</sup>.

4. The Board reviewed the final Memorial Day Celebration information and programming including the program, speeches, parade line up of marchers and vehicles and the necessary preparation being covered on Sunday morning. The discussion on military vehicles usage was finalized and they are to be used only for veteran's transportation to the cemetery that morning, and any usage for providing rides for children was discouraged as the parade is for honoring the war dead that day, and is historically a marching parade.

## **VII. NEW BUSINESS**

1. The Board reviewed the draft of the June Newsletter. A motion to approve the draft with one edit was made by Janvrin. This was seconded by Barham. The vote was unanimous 3-0.

2. A motion to approve the accounts payable manifest of \$527,016.07 for the current week dated May 26, 2017 was made by Barham. This was seconded by Janvrin. The vote was unanimous 3-0.

3. Selectmen reviewed the folder of incoming correspondence. This included Stantec's report on the Merrill Excavation site walk. An ERZ support letter was also received from a consultant working with

owners of the property at 662 Main Street. This letter will be copied to Warren Gerety for use by the Economic Development Committee.

4. Oil bids were due yesterday. Board members opened the bids received:

Hartmann Oil Company for 8,000 gallons at \$1.88 fixed, downsize .15 a gallon, below \$1.889 will give lower price;

Palmer Gas & Oil, option 1 fixed rate at \$2.199, option 2 capped with downsize \$2.449 gallon, if below capped price;

Eastern at \$1.979.

Having good prior experience with Hartmann, a motion to accept the bid from Hartman Oil at the bid price of \$1.88 was made by Barham. This was seconded by Janvrin. The vote was unanimous 3-0.

5. A motion to approve the Cemetery Deed for lots A36 and A37 in the new section of Leavitt Cemetery to David & Patricia Gentile was made by Janvrin. This was seconded by Barham. The vote was unanimous 3-0.

6. SRRDD 53B has set the date for the annual Household Hazardous Waste Collection for Saturday September 16, 2017. As time and location are announced, they will be added to the Town's website.

7. A motion to sign the Intent to Excavate for the 2017 tax year filed by Marty Ferwerda on parcel 03-002 was made by Barham. This was seconded by Janvrin. The vote was unanimous 3-0.

8. After Nygren explained her review process, and the Statute covering veterans credit eligibility, Barham moved to deny the veterans credit applications that didn't qualify for Paula Rolfs at Map 06-047.002.00C and Joseph Muldowney at Map 07-083. This was seconded by Janvrin. The vote was unanimous 3-0.

9. Selectmen reviewed the abatement recommendation from the Assessor's on Map 02-151.005.004. The Assessor's inspection resulted in correction areas of complete/incomplete finish areas and listing adjustments resulting in recommendation for an abatement of \$43,900 in value with a refund of \$1,311.73 plus any applicable interest. A motion to approve the abatement was made by Barham. This was seconded by Janvrin. The vote was unanimous 3-0.

10. Carlson explained that Beede Spaulding, the Developer of Phase II of Spaulding Road, has made a request for the Town to accept Phase II of Spaulding Road. The Town is awaiting a final letter from the Town Engineer, inspection from the Road Agent and final documentation on bounds being set. In conjunction with this, Carlson has asked the Town Engineer to complete his report on the first phase of this subdivision which the Town completed after calling the Bank's letter of credit. The guardrail work (an earlier noted deficiency) is being done this summer.

The discussion on changing the Town's street lights to LED lighting will need further data supplied which Carlson will forward to the Selectmen to further review. Barham spoke regarding U Source that is a subsidiary of Unital. They have energy brokers who represents clients, look at requirements and go out to get bids for getting the best deal which could be beneficial to the Town.

At 8:10 pm Janvrin moved to enter into non-public session pursuant to NH RSA 91-A:3 II (c) and (e) to discuss a personnel and a legal matter. Cordes seconded and the roll call vote was unanimously approved 3-0; Cordes-yes; Janvrin-yes; Barham-yes.

**Approved 06/01/2017**

At 8:37 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.

Motion was made by Barham to seal the minutes indefinitely relative to the legal matters discussed. Janvrin seconded and the roll call vote was unanimously approved 3-0; Cordes-yes; Janvrin-yes; Barham-yes.

With no further business which may legally come before the Board, motion was made by Barham to adjourn the meeting at 8:38 pm. The vote was unanimously approved 3-0.

The next regular Board meeting will be a work session, to be held Thursday June 1, 2017 at the Fremont Public Library in the Community Room.

Respectfully submitted,

Jeanne Nygren  
Selectmen's Clerk