

I. CALL TO ORDER - The meeting was called to order at 6:30 pm in the main floor meeting room at the Fremont Town Hall. Present were Selectmen Gene Cordes, Neal Janvrin, and Roger Barham (came in at 6:35 pm); Town Administrator Heidi Carlson, Selectmen's Clerk Jeanne Nygren, and FCTV Operator Bruce White. All rose for the Pledge of Allegiance.

II. ANNOUNCEMENTS were read by Selectmen Cordes as follows:

1. There are only a couple of remaining spots in the Camp Fremont summer program. Registration and programming information is available on the homepage of the Town website, or by contacting the Town Offices.
2. 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. The forms must be postmarked no later than June 30, 2017.
3. Tax bills are due Saturday July 1, 2017. The Tax Collector will hold hours that day from 7:30 to 10:30 am at the Town Hall.
4. All Town Offices are CLOSED on Monday and Tuesday July 3 and 4, 2017 in observance of Independence Day, and trash and recycling collections are delayed one day due to the holiday that week.

III. LIAISON REPORTS

All of the Selectmen were present at the June 12, 2017 Economic Development Committee meeting. Cordes reported that there not many in attendance. The next meeting will be held at the Fremont Public Library on Monday August 14, 2017. The State's ERZ applications are being completed for areas of Fremont, and Warren Gerety has made an appointment to meet with the Board next week to sign and finalize the forms. The EDC may schedule another fall (October) event for business owners and continue development of a business directory.

IV. APPROVAL OF MINUTES

Janvrin moved to approve the June 08, 2017 minutes as amended. This was seconded by Barham. The vote was unanimous 3-0.

V. SCHEDULED AGENDA ITEMS

6:45 pm Public Input-none.

7:00 pm Department Heads

Rich Butler - review TI Camera quote and information on line item transfer

VI. OLD BUSINESS

1. Town Hall Basement Weekly update: was given by Carlson.
 - Spoke with low voltage vendor who is not coming back until the end of the project. Electrician did boxes and strings at the Town's request for this work. (Not preferred, but the best option we could do.)
 - Electricians here early in the week and rough electrical inspection done Wednesday.
 - Security vendor back on site to address system issues. Scheduled to return to get additional glitches out of that panel from the move.

- HVAC on site Monday for a few hours. AC fully operational and worked well in the Monday/Tuesday heat. HVAC back on Thursday to install condensate pumps and drainage (temporary for now) for HVAC system. Will be plumbed to a trap at slop since, once sink is installed.
- Town split invoice to KP Electric with HVAC vendor, who had pledged to pay for the hookup of the AC system. Town purchased materials due to upgrade to MC.
- Talked with Day. Star about storing the new server in the electrical room as part of the upgraded security for the server and server replacement planned for this summer.
- Provided paint color and door finish to KTM for new areas
- Fire alarm techs on site again Thursday

** Selectmen to consider stairway finish area and determine what to be done in this space. The security system will be installed on all inside doors but not the front or back doors.

2. A motion to request reimbursement from the Town Hall Renovation Capital Reserve Fund in the amount of \$56,155.09 including the 2016 expenses of \$19,396.09 and the first KTM invoice approved last week in the amount of \$36,759.00 and to sign letter to Trustees of Trust Funds was made by Barham. This was seconded by Janvrin. The vote was unanimous 3-0.

3. Other Projects Update:

- Work continues on tree removal at Safety Complex for locating new well.
- Casey did a new application for the ZBA Special Exception process for an Accessory Dwelling Unit, and Heidi posted it to the website on Wednesday.
- HW working on North Road on drainage in preparation for the upcoming reconstruction work – new roller working well!
- Guardrail work on Copp Drive (Town expense) and Spaulding Road (former developer account expense) is tentatively scheduled for 23 June 2017
- Cracksealing on a couple of areas of Whittier and Sandown will be done on 23 June in prep for overlay paving work
- Jared Butler's last day is 23 June 2017. Jackson Rowell will be filling in temporarily as we search for a new candidate for the part-time highway position.
- Homeowner at 339 North Road taking down two trees on North Road for visibility/safety-land owner trees.

4. Cable contract update: A letter was sent out to residents in the Epping/Raymond/Fremont corner regarding cable services, an article placed in the Town's June Newsletter, and Bill Millios is using various social media outlets to solicit information on residents who may not receive the Fremont cable feed.

5. A motion to approve and sign the Hartmann Oil contract for the July 1, 2017 through June 30, 2018 fiscal year at \$1.889 per gallon was made by Janvrin, and have Board Chairman sign this document. This was seconded by Barham. The vote was unanimous 3-0.

6. The School District sent over their energy consumption and cost data for 2015-2017 and it has been distributed for use in the energy data collection (future price contracting). They will be included in the suppliers being considered.

7. We have received additional complaints about use (and misuses) of the Rockingham Trail in the South Road area. This has been reported to the Police Department who are adding patrols as they can be scheduled. It has also been reported to the Trails Bureau for further action. Fish & Game were out there.

8. The Board was provided information from Carlson of the correspondence concerning soliciting energy suppliers. They feel just going ahead with contacting USource to do the preparation work in obtaining

venders where they know the market and suppliers available. Janvrin motioned to engage the contract with USource as the broker to go out and solicit electric supply proposals, as long as the School is comfortable with this, and have Carlson sign after data is supplied. This was seconded by Barham. The vote was unanimous 3-0.

Carlson asked if a copy of the RFP would be available to make sure it covers the length of term, energy recommendation, duration of contract, portfolio used to generate the electricity and guidance information to use in decision making guide. Carlson asked about requirement to publicly post RFP it, this needs to be done.

VII. NEW BUSINESS

1. A motion to approve the payroll manifest for \$27,650.23 (includes quarterly stipends) for the current week dated June 16, 2017 was made by Barham. This was seconded by Janvrin. The vote was unanimous 3-0.

A motion to approve the accounts payable manifest for \$182,309.65 for the current week dated June 16, 2017 was made by Janvrin. This was seconded by Barham. The vote was unanimous 3-0.

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

3. A motion to sign outgoing correspondence to Kimberly Dyer thanking her for service to the Parks & Recreation Commission was made by Barham. This was seconded by Janvrin. The vote was unanimous 3-0.

4. Carlson reported on the Safety Committee meeting held on Tuesday June 13, 2017. The full minutes were in the mail folder for review, and are posted on the Town's website. There were no significant safety issues to report.

5. Selectmen reviewed the abatement processed by the Assessor for Map 02-077.002.008. The Assessor's recommendation, after some listing corrections, was a reduction of \$59.76 in taxes. Janvrin moved to approve the abatement and accept the Assessor's recommendation. This was seconded by Barham and voted unanimously in favor.

6. The Town Clerk had presented the 2017 Dog Warrant for Selectmen. A motion to sign the 2017 Warrant for Unlicensed Dogs was made by Barham. This was seconded by Janvrin. The vote was unanimous 3-0.

At 7:30 pm Police Chief Jon Twiss came before the Board. He wanted to discuss increasing the special detail rate and the need to adjust the rate due to NH Retirement increasing to 29.43% on July 1st; as well as to more adequately cover the Town's administrative costs. Twiss provided comparison rates from several NH towns. He suggested an increase in Fremont's rate from \$38.00 to \$42.00 per hour, with a \$10.00 cruiser fee and \$22.00 administration fee for a total charge of \$74.00 per hour for details. The Selectmen suggest moving forward with this process and a Public Hearing will be set and posted.

Fire Chief Richard Butler came in to the meeting at approximately 7:35 pm.

Twiss then updated Selectmen on the hiring of a new full-time officer. After the written exam and physical agility testing there were eight candidates remaining from the initial 21 applicants. Twiss is currently conducting two background checks, and will then plan an interview process with the top 2 candidates, prior to making a recommendation to the Board. Twiss stated that all of the local paperwork

needs to be completed by July 29th so that the candidate can attend the next NH Police Academy full-time training session which runs through December 15th. After the Academy, the candidate will receive 12 additional weeks of field training in Fremont, and the officer won't be ready for duty on their own until March of 2018.

Twiss updated the Board that the portable radios are now working fine as they had to be reprogrammed due to Rockingham County changes. He is also working on BPV grant for a 50% reimbursement for bullet proof vests which he replaces every five years.

He outlined several recently monthly training program recently provided, including one from the State Fire Marshall's Office on Arson Investigation, one from their Prosecutor with Law Updates, and a presentation on how to best handle autistic children. He mentioned several individual trainings that officers have attended as well.

At 7:55 pm Barham moved to enter non-public session pursuant to NH RSA 91-A II (e) to discuss a legal matter with Chief Twiss. Cordes seconded and the roll call vote was unanimously approved 3-0. Cordes-yes; Janvrin-yes; Barham-yes.

Jeanne Nygren, Richard Butler and Bruce White left the meeting at this time. Heidi Carlson was in the Selectmen's Office during most of the session.

At 8:10 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. Carlson went outside to get White and Butler who rejoined the meeting and it returned to session at approximately 8:15 pm.

Chief Butler apologized for being late for his appointment indicating he had been meeting with one of the Fire personnel at the station.

He reported on radio reprogramming which was just completed for the new Rockingham Dispatch channels, and further explained that he does not feel the need to purchase additional units at this time, using \$7,739 to purchase the replacement Thermal Imaging Camera. He detailed the line item transfer request from line 4220700 Communications to 4220300 New Fire Equipment, and a budget report was circulated to Butler and Board members.

Given the Chief's updated rationale, the Board approved the purchase of the MA State Bid TI Camera from Scott (through Industrial Protection Services) in the amount of \$7,739 after trade-in.

Butler then updated the Board on the progress in constructing the pole barn behind the Complex. He said they worked on it Memorial Day weekend and the roof has plywood, with roofing work scheduled for next Monday night. They have put a hatch in the roof to use for training purposes.

Selectmen said they had the SOP/SOG book provided by the Chief and were reviewing it in terms of compliance with other Town policies and the like, and would like to meet with the Chief Officers in the next couple of weeks to review it with them. Time was set aside on June 29th as Butler will be back that night with a new candidate for membership on the Department.

With nothing further Butler left the meeting at approximately 8:30 pm.

Carlson advised the Board that she had heard back from the Town's insurer with comments about the roadside mowing contract (annual use by the Highway Department for roadside mowing). The Board

agreed they had already discussed this, and asked Carlson to process and sign the contract and return it with the insurance company's added language.

At 8:33 pm Janvrin moved to enter non-public session pursuant to NH RSA 91-A II (c) to discuss a couple of hardship tax matters. Barham seconded and the roll call vote was unanimously approved 3-0. Cordes-yes; Janvrin-yes; Barham-yes.

At 8:40 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.

Carlson reviewed the status of several payment plans with the Board, resulting in a motion from Janvrin to abate \$370.71 in interest on the 2016 property tax lien on parcel 05-037; abate \$485.22 in interest on the 2014 property tax lien on parcel 01-074; and abate \$2,550.39 in interest on the 2014 property tax lien on parcel 05-057.001.001. Barham seconded and the vote was unanimously approved with the proper forms signed and forwarded to the Tax Collector.

Selectmen walked downstairs and created a list of the items that Carlson will follow-up on with KTM tomorrow. This includes looking at the chimney at the rear entrance door; the steel beam consideration; boxing in the brick at the Food Pantry door; and access from the first floor to the basement by the FCTV studio, and finishing off that space.

With no further business which may legally come before the Board, motion was made to adjourn the meeting at 8:50 pm by Janvrin. Barham seconded and the vote was approved 3-0.

The next regular Board meeting will be a work session, to be held on Thursday June 22, 2017 at the Fremont Public Library, main floor meeting room.

Respectfully submitted,

Jeanne Nygren
Selectmen's Clerk

Heidi Carlson
Town Administrator