

I. CALL TO ORDER at 6:30 pm in the Fremont Public Library Community Room. Present were Selectmen Gene Cordes, Neal Janvrin, Roger Barham; Town Administrator Heidi Carlson; and FCTV Operator Bruce White. All rose for the Pledge of Allegiance.

II. ANNOUNCEMENTS

1. The Town Clerk Tax Collector's Office IS CLOSED on Mondays through Labor Day. Effective September 11th the Clerk's office will reopen on Monday from 9:00 am to 12 noon and will have new hours on Wednesday from 3:00 to 7:00 pm ONLY.
2. All Town Offices are closed on Monday September 4th in observance of Labor Day. Trash and Recycling collections are delayed by one day during the week of Labor Day.
3. The Fremont Planning Board is in need of members. The Board meets twice per month to consider land use applications, work on Zoning Ordinances, and other land use regulations. If you are interested and would like to get involved in the community, contact Casey Wolfe at 895 3200 x 18 or Heidi Carlson in the Selectmen's Office.
4. The Fremont Police Department does vacant house checks. The form is available on the PD website page or at the Fremont PD, and should be completed and dropped off at the Safety Complex.
5. The Annual Regional Hazardous Waste Day will be held on Saturday September 16, 2017 at the Brentwood Highway Garage at 207 Middle Road in Brentwood from 9:00 am to 12 noon.
6. Fremont's Fall Bulky Day will be held on Saturday October 14, 2017 from 8:00 am to 12 noon at the Highway Shed on Danville Road.
7. Guard rail will be installed by NH DOT on Danville and South Roads in September.
8. Roadside mowing will continue for one more week, next week while the Town has the rental roadside mower.
9. North Road paving has been POSTPONED until after Labor Day.
10. Monday August 28th is the first day back to school for Fremont kids going to Ellis. Please drive safely!
11. The NH DMV will close all of their offices for a software upgrade on Monday, October 9th and Tuesday, October 10th and will temporarily limit some services. **Town Clerks WILL NOT be able to process the State portion of vehicle registrations from Friday, October 6, through Tuesday, October 10.** See postings at Town Buildings and on the homepage of the Town's website.

III. LIAISON REPORTS

08/22/2017 Zoning Board of Adjustment – Janvrin reported that the Board heard three applications. The first was Dan Perry Builders for a Special Exception for fill a 962 SF area to construct a driveway for a lot on Thunder Road. The second was Whitcomb for a variance to reduce the wetland setback to 57 feet on Scribner Road. These were both granted. The third was a variance for Altaeros Energies to construct a blimp hanger at 662 Main Street that is 70 feet tall, where 35 feet is the height limit. It was granted with condition that no persons occupy any space higher than the 35 foot limit in the Zoning Ordinance.

08/23/2017 Board of Selectmen – Town Hall basement renovation site walk – Cordes reported that he and Barham met with KTM and the site visit focused on the installation of the structural steel beam in the basement. The Board also reviewed the floor coverings. They walked through the contractor’s plans for the stairway finishing between the basement and first floor. Timing of the project was also discussed, and it is anticipated to be done by the end of October.

08/23/2017 Budget Committee – Cordes reported that the Committee met for the first time to review current quarterly budgets and set the fall schedule through early January. Several Town Department budget proposals were circulated.

There was discussion about anticipated year end fund balance for the School District which should positively affect the 2017 tax rate. The next meeting is September 13th at 7:00 pm to be held at Ellis School for a walk-through, followed by a business meeting in the Ellis School Library.

IV. APPROVAL OF MINUTES

Motion was made by Barham to approve the minutes of 17 August 2017 as written. Janvrin seconded and the vote was approved 3-0.

Motion was made by Barham to approve the minutes of 23 August 2017 with one typographical correction. Cordes seconded and the vote was approved 2-0-1 with Janvrin abstaining.

V. SCHEDULED AGENDA ITEMS

6:45 pm Public Input - none

7:00 pm Department Heads - see below

VI. OLD BUSINESS

1. Generator updates – Janvrin said he has reached out to the propane companies to get pricing and sizing on tanks and their proposed locations. What has been discussed previously is a location buried to the left of the flagpole as you face Route 107.
2. The Board set time on the agenda next week for Lewis Builders at 7:00 pm to avoid conflict with the Town Clerk’s Office hours.
3. At the Board’s direction last week, Carlson reached out to the Town’s current auditor who was interested in keeping the Town’s business and offered an audit renewal engagement letter for the audits of FY 2017-2019 for the same \$11,000 per year that the Town paid for the FY 2016 audit. Feeling that this is more economical than a new firm would be, and the success and upgrades we have had with Plodzick & Sanderson’s guidance, Carlson recommended this as a good opportunity for the Town. Selectmen reviewed the engagement letter and a motion was made by Janvrin to accept the three year proposal from Plodzick & Sanderson Accountants for the annual audit for the current scope of work. Barham seconded and the vote was unanimously approved. Selectmen signed the engagement letter.
4. Carlson outlined the Town Hall basement updates:
 - Work began today on the footings for the i-beam installation. There are two four by six foot areas excavated in the basement and crews are expected to return tomorrow to continue.

- Electrician due to be here Monday to move wires and junction box in the way of the beam placement and KTM is planning to work around or move the telephone/data and fire alarm wires until vendors can return to make a more permanent placement.
- Selectmen inquired about the exterior repointing of the brick work, and there is no update. It IS anticipated/promised to be done this construction season.

VII. NEW BUSINESS

1. Selectmen reviewed the payroll \$25,049.25 and accounts payable manifest \$21,097.63 dated 25 August 2017. Motion was made by Janvrin to approve the payroll manifest of \$25,049.25. Barham seconded and the vote was approved 3-0. Barham moved to approve the accounts payable manifest of \$21,097.63. Janvrin seconded and the vote was approved 3-0.

Road Agent Leon Holmes Jr came in to the meeting at 7:10 pm.

2. Selectmen reviewed the folder of incoming correspondence.

At 7:15 pm the Board took up their appointment with Leon Holmes Jr. He began with progress on North Road. He noted the approved Warrant Article for North Road work in the amount of \$147,960. The plan was to update the three worst sections of the road for a total of 4,070 feet of improvements, including grinding, regrading, compacting and installation of a 2.5 inch binder of pavement. He reports that this scope of work is done (aside from a small section of the shoulder work) and is approximately \$30,000 under budget. This is due to a reduction in the charge per ton of hottop as well as savings in other areas, which he highlighted. He is planning to use the additional funds to shim an additional 2,500 feet from 106 North Road to Lyford Crossing, for a total of 6,500 feet being improved on North Road.

He then discussed the proposed 6 wheel truck purchase and shared information from the Town of Londonderry regarding the history and maintenance records on the truck. The total cost of the truck is \$25,887 but it is missing a couple of slack adjusters that he is still waiting on a price for. The cost of the truck new in 2001 was \$41,000 and the plows and spreader was \$36,380 at Fairfield for a total new purchase price of just over \$78,000. He said the cost of the same truck and equipment setup today would be \$162,000 priced through the same vendors. The vehicle currently has 86,000 miles on it, and he estimates approximately 2,500 winter miles would be added annually, and it will be used for hauling more in the summer as well. He said contractors in the fleet currently have similar aged trucks with some 200,000 miles on them, and he expressed confidence that this truck will work well for the Town and last several years. He plans to take delivery of the truck after Labor Day. The Board asked for him to have Liberty International send in the invoice next week for a final approval.

Discussion then moved to a proposed GMI 3 year paving proposal. Copies were circulated for review of a three year pricing contract. GMI had sent this last week, and then updated it today with suggestions from Dan Tatem to get better terms for the Town. Holmes Jr recommended the contract stating that it will save the Town the annual \$950 for bidding out paving contracts over the next three years (2018-2020) as well as hold the pricing constant (aside from an allowance for increase in cost of oil) over the same term.

Barham moved to have the Town accept the contact presented by Stantec for a three year agreement with GMI for paving services. Janvrin seconded and the vote was approved 3-0.

Janvrin then moved to have the Chairman sign the GMI Asphalt pricing proposal on behalf of the Board. Barham seconded and the vote was approved 3-0.

Holmes Jr then discussed with the Board applicant information he has received for the posted part-time position. He has screened the resumes received to date and has narrowed it down from 23 to approximately 7. He will do some phone and personal interviews and is looking for someone to sit in on actual interviews in the next two weeks or so, as soon as he completes the roadside mowing rental. He stated he is looking for someone who wants to work and excel at what they do, and not just get a paycheck.

At 7:45 pm Chairman Gene Cordes called the Public Hearing to order. Present were Selectmen Gene Cordes, Neal Janvrin and Roger Barham; Town Administrator Heidi Carlson and Road Agent Leon Holmes Jr. Cordes read the Public Hearing notice aloud:

PUBLIC HEARING TOWN OF FREMONT NH

The Fremont Board of Selectmen will hold a Public Hearing in accordance with NH RSA 31:95-b on Thursday August 24, 2017 at 7:45 pm at the Fremont Public Library, 7 Jackie Bernier Drive, to accept \$99,049.55 as an additional appropriation of NH Highway Block Grant Funds in accordance with the provisions of Senate Bill 38. The funds are additional grants under RSA 235:23, I to be used for highway construction, reconstruction or maintenance purposes.

Written comments can be submitted to the Selectmen's Office (dropped off at the Town Hall, 295 Main Street), or by email to FremontTA@comcast.net no later than Thursday August 24th at 12 noon.

Date of Notice: August 9, 2017

Published Union Leader: August 15, 2017

As an introduction, Carlson reviewed documents from the NH DOT and NH DRA outlining the purposes that said funds can be used for, including additional paving beyond what has approved funding; portions of local highways such as sidewalks, drainage, pavement markings, traffic signals, guardrails, bridges, etc; for matching funds for municipal bridge projects or phases of projects that do not have local funding already approved; equipment necessary and totally dedicated to maintenance of highways. Said funds are non-lapsing and DRA states it should not be reported in the Highway Block Grant Revenue on the Town's 2017 MS-434 Revenue Report.

Carlson noted for the record that there has been no mail or email correspondence received from the public, and there were no members of the public present for the hearing.

There was some general discussion about road work as well as the possibility of using funds to purchase the truck. Holmes Jr stated that his recommendation is to do an additional 4,664 feet of work on North Road to get more of the road complete and ready for the finish work, which would become part of the budget for 2018.

At 7:50 pm John Galloway came in to the meeting with a female, not introduced, who sat in the audience.

Holmes Jr stated he would rather purchase the truck from the Capital Reserve Fund as that is designated for Highway Equipment capital purchases. He would like to see these supplemental block grant funds used for additional road work. He is still waiting for the final cost of the improvements on North Road and said the vast majority of the \$99,000 will be spent on hottop, with some amount for gravel shoulders and driveway tie-ins, as well as some additional engineering.

Janvrin moved to accept and expend the supplemental NH Highway Block Grant Funds in the amount of \$99049.55 per the provisions of SB 38; in accordance with NH RSA 31:95-b. Barham seconded and the vote was unanimously approved 3-0.

Holmes Jr will be back in the next week or so to provide the Selectmen the final specification on feet on North Road and the dollar calculation to do the additional work within the Block Grant funding.

With no further discussion, Janvrin moved to close the public hearing at 7:57 pm. Barham seconded and the vote was unanimously approved 3-0.

At 8:00 pm John Galloway came forward to meet with the Selectmen to review the fact that he has been going before the Planning Board for the last couple of years regarding the use of his land on Shirkin Road as a concrete crushing plant, further stating that the ZBA did not approve it, an issue which is going to court in September. He said if they are successful they will be able to put in the concrete crushing operation and be able to proceed.

He mentioned the bonding issue at his site, relative to the excavation operation and said that State regulations say that when the area is to grade it is finished. He further stated that the Town of Fremont requires something that supersedes the State, in that it is required to be loamed and seeded. Galloway stated that ledge is porous and then when you go to loam and seed it, it filters down between the rocks. He feels this is not a proper use.

He said the Planning Board has a meeting in early September and that they have requested another \$30,000 cash bond for reclamation. He said if he is successful in doing this project he would like to have his bond reduced to zero as he does not want to loam and seed. He feels his operation is different than a gravel operation, in that the loam and seed cannot be stripped off of the ledge.

To clarify in response to a question, this is not a bond issue related to the Seacoast Farms operation that takes place on another part of this same parcel.

He said he would like to hold off on the bond issue until the court process is done. It was further clarified that this is a Planning Board questions, and Barham clarified that all gravel operations have been extended until early September. He said that the Planning Board could consider extending the existing operators permits further.

Barham thought this was doable and would make such a recommendation to the Planning Board at their meeting of September 6, 2017.

Selectmen thanked Galloway for sharing this thoughts with them, and Galloway and his guest left the meeting at 8:05 pm.

NEW BUSINESS CONTINUED

3. Selectmen reviewed NHRS Position Certification Form for Position #5 (approved at March 2017 Town Meeting) to be occupied by new hire James A Saltzman. Selectmen signed the form for submission to NHRS.

4. Selectmen reviewed the September Newsletter. Motion was made by Barham and seconded by Janvrin to approve it as written. The vote was approved 3-0.

5. The following budgets were distributed for Board review and future discussion: 4140 Town Clerk Tax Collector; 4151 Financial Administration; 4152 Reappraisal of Property; 4153 Legal; 4210 Police; 4215 Ambulance; 4240 Building Inspection; 4290 Emergency Management; 4414 Animal Control; 4415 Health; 4610 Conservation; 4711 Interest on Tax Anticipation Notes; 4721-4723 Debt Service Principal and Interest.
6. Selectmen reviewed the request to NH DRA for an MS-1 extension as the State's utility values nor Sansoucy's utility values are yet available, and the State has just approved new current use rates that must all now be data entered. Motion was made by Barham to request an extension to 09/15/2017 for the 2017 Form MS-1. Janvrin seconded and the vote was approved 3-0.
7. The Town does not currently have a representative to SRRDD 53-B, and the next meeting is Wednesday August 30th. Due to a scheduled Selectmen's Meeting, we will not likely have a representative available either. Anyone interested in learning more about this volunteer position can contact Heidi Carlson. The group meets quarterly and discusses solid waste planning issues including the Turnkey tonnage contract and Annual Hazardous Waste Disposal Day.
8. Selectmen reviewed Cable Revolving Fund Manifest 2017-17 in the amount of \$1,013.67 for reimbursement of August FCTV payroll to the General Fund. Janvrin moved to approve the manifest of \$1,013.67. Barham seconded and the vote was approved 3-0.
9. Selectmen reviewed a Yield Tax Warrant \$1,267.93 for parcel 06-051 owned by Albert & Judith Peterson. Barham moved to approve the Yield Tax Warrant of \$1,267.93. Janvrin seconded and the vote was approved 3-0.
10. An Intent to Cut for parcels 05-026 and 05-034 owned by Bernadette Patterson was briefly discussed but is missing information, so no action was taken. Carlson will reach out to Alfred Patterson who has been submitting information on the application.

VIII. WORKS IN PROGRESS

The Public Budget Hearing will be held at 7:00 pm on Wednesday evening January 10, 2018. The Town's Deliberative Session is set for Monday February 5, 2018 at 7:00 pm at Ellis School; with a snow date of Wednesday February 7, 2018 at 7:00 pm.

IX. NON-PUBLIC SESSION NH RSA 91-A

At 8:20 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 personnel and a legal matter. The roll call vote was unanimously approved 3-0; Cordes – yes; Janvrin – yes; Barham – yes.

After Bruce White left the meeting at approximately 8:25 pm, the Board discussed a personnel matter.

At 8:45 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 of non-public session indefinitely. Janvrin seconded and the roll call vote was unanimously approved 3-0; Cordes – yes; Janvrin – yes; Barham – yes.

Approved 08/30/2017

The Board asked Carlson to send a letter to Town Counsel with the generalized information submitted by Chief Butler and get an opinion for guidance on how to move forward relative to the officer weekend duty stipend.

The Board also asked Carlson to reach out to Chief Butler about his pending leave.

The next regular Board meeting will be held on Wednesday August 30, 2017 at 6:30 pm at the Town Hall.

X. ADJOURNMENT – by 9:00 pm

With no further business to come before the Board, motion was made by Janvrin and seconded by Barham to adjourn the meeting at 9:00 pm. The vote was approved 3-0.

Respectfully submitted,

Heidi Carlson
Town Administrator