

I. CALL TO ORDER The meeting was called to order at 6:30 pm in the Fremont Town Hall Main Floor meeting room. Present were Selectmen Gene Cordes, Neal Janvrin, Roger Barham, Town Administrator Heidi Carlson and Jeanne Nygren Selectmen's Clerk. Also present was Bruce White of FCTV who is recording tonight's meeting. All rose for the Pledge of Allegiance.

II. ANNOUNCEMENTS were read by Selectmen Cordes as follows:

1. The Town Clerk Tax Collector's Office has new hours. They are open on Monday from 9:00 am to 12 noon and have changed the hours on Wednesday from 3:00 to 7:00 pm ONLY.
2. 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. Volunteers are still needed.
3. 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 beginning tomorrow Friday, October 6, through Tuesday, October 10.** See postings at Town Buildings and on the homepage of the Town's website.
4. Fremont Trick or Treat will be Tuesday October 31st from 5:00 to 8:00 pm.
5. Reminder notice to those who use Beede Hill Road, Martin Road and North Road that this holiday weekend traffic may be heavy due to Grass Drags activities.
6. All Town Offices are OPEN on Columbus Day, Monday October 9th.

III. LIAISON REPORTS

The October 3, 2017 FCTV meeting was cancelled as the Committee has not heard back yet from Comcast regarding contract negotiations. Carlson and Bruce White are working on a letter to be sent to Jay Somers at Comcast over the Board's signature, to try and get a response to the request to meet to discuss the contract.

Selectmen Barham reported on the October 4, 2017 Planning Board meeting, which included two Public Hearings. The first was on the Amended Governor's Forest Site Plan and Lot Line Adjustment applications, which was continued. Witham's Park owner (the other affected landowner) was not present for questions by the Board. The Board took the stand that without Mr Witham's sign off, they are not taking any action at this time. This lot line adjustment didn't cover the Georges Lane property; therefore, the case was continued until October 18, 2017 at 7:00 pm. The Planning Board will to contact Town Counsel for a legal opinion.

The Altaeros Energies Site Plan Application was conditionally approved. After approval, their surveyor requested the Board to remove the Town's Engineer and requested an alternative one. The Planning Board is satisfied with Stantec.

Barham also mentioned that at the recent Court hearing with Galloway (09/08/2017), the Judge commented that some of Fremont Zoning usage is ambiguous. RPC is putting together a proposal of all the uses and their definitions. He said the Planning Board will work on these changes next year (March 2019 Town Meeting).

At the October 4, 2017 Budget Committee meeting Cordes reported they have set aside every Wednesday until Thanksgiving week. They focused on the Police Department and Library budgets, but no recommendations were made.

IV. APPROVAL OF MINUTES

A motion to approve the September 21, 2017 meeting as amended was made by Janvrin. This was seconded by Barham. The vote was unanimous 3-0.

A motion to approve the September 28, 2017 meeting as written was made by Barham. This was seconded by Janvrin. The vote was unanimous 3-0.

V. SCHEDULED AGENDA ITEMS

At 7:00 pm Road Agent Leon Holmes Jr. met with the Board and updated changes in his budget and went through his requested Warrant Articles for 2018. There was discussion about the safety and efficiency issues of having a second person. The Road Agent explained that currently as the only employee (a few part-time staffers have been available through the summer, but have since moved and gone back to school), that he is responsible for a few different pieces of equipment, and must call other employees or family for rides, or only have one piece of equipment on a work site. This has been a discussion item for quite some time, and the added hours to make the part-time position year round and with additional hours has helped, but does not solve the problem.

After review by the Board of the operating budget and some further discussion about staffing needs, a motion was made by Janvrin to support Holmes' recommendation for a full-time employee as of April 1, 2018. This was seconded by Barham. The vote was unanimous 3-0. This will increase the current 32 hour per week part-time position, to a full-time 40 hour position.

Other line items adjusted and discussed included fuel and repairs. Both have increased based on the used truck purchased this summer. The Selectmen also want to recommend a 2% cost of living increase for staff members. After recalculation by Carlson a motion was made by Barham to recommend \$575,079 for function 4312, Highway Department. This was seconded by Janvrin. The vote was unanimous 3-0.

While Holmes Jr was present, Carlson reviewed with the Board a change order processed and recommended by Stantec for the GMI Contract. This covers the additional work on North Road that was the subject of the August Public Hearing on the NH DOT added block grant funds.

A motion was made by Janvrin to approve the GMI invoice in the amount of \$135,120.59 including the change order, and reserving an additional \$7,554.39 for the retainage to be held for one year (as an encumbrance); and further to have the Chairman sign the change order on the Board's behalf. This was seconded by Barham. The vote was unanimous 3-0.

Selectmen reviewed the estimate from Stantec relative to upgrades to Beede Hill Road. The estimate includes tying in all this work to North Road, and he said the engineer feels it is a waste of money to overlay it with the poor condition of the roadway. The proposal will grind and reclaim 3,620 feet (the Town-owned section) of Beede Hill Road. Holmes Jr explained this will be a complete job. After some discussion about the amount of traffic on Beede Hill Road, Janvrin moved to recommend the proposed Warrant Article to appropriate the sum of \$213,094 to complete reclamation for 3,620 feet on Beede Hill Road. This was seconded by Barham. The vote was unanimous 3-0.

Selectmen then reviewed the estimate to complete 3,580 feet of work on Red Brook Road. Holmes Jr had reviewed the estimate and made substantial reductions to the pricing quotes based on actual costs this year for culverts and drainage equipment. He detailed the condition of the roadway and it's need for repair, including a great deal of drainage structure improvements. Following some discussion, a motion was made by Barham to recommend \$162,710 in a Warrant Article to reclaim and do extensive drainage work, and pave a 2.5 binder on Red Brook Road (3,580 feet) along with associated shoulder work and driveway paving tie-ins. This was seconded by Janvrin. The vote was unanimous 3-0.

Holmes Jr explained that he had taken Cordes to see several areas of road work and some dead and dangerous trees over this past weekend. Holmes Jr explained that there are a couple of dead trees across from 317 North Road. Cordes concurred and said that they are a hazard. A motion was made by Barham to approve the removal of dead trees across from 317 North Road where this is a scenic road. This was seconded by Janvrin. The vote was unanimous 3-0.

Holmes also detailed out some work yet to be done on several patch paving jobs around Town, as well as sealcoating which is due to take place next week.

Holmes Jr was thanked by the Board and he left the meeting at 7:50 pm.

Carlson then highlighted the Street Light budget information which is shown at the end of Highways and Streets in line item 4316. This is based on the current fees for street lights (billed monthly but not metered and therefore not eligible to be included in the current electricity RFP process). A motion to recommend \$5,700 for 4316 Street Light budget was made by Janvrin. This was seconded by Barham. The vote was unanimous 3-0.

VI. OLD BUSINESS

1. Generator updates - Janvrin is still waiting for two proposals but he passed out a spreadsheet with a synopsis of what he has so far for members to review.
2. Town Hall basement updates:
 - The ceiling grid being installed. Some heights will not make minimum due to working around the soffits. Rick Foye has been inspecting as this work progresses.
 - Additional finish work will be scheduled beginning next week.
 - Flooring – Carlson indicated that Mark Minasalli has verbally quoted no greater than \$2,000 to upgrade the rear hallway from carpet to the vinyl plank flooring that the Board chose for the front hallway.
 - The electrician was in early in the week and is working on light fixtures for the grid. He is anticipated to return in the next 7-10 days.
 - The water line was upgraded the plumber as approved by the Board last week.
3. USource electricity RFP - due date is October 12, 2017 and pricing will only be good through the afternoon that day (our meeting is in the evening). Selectmen discussed an alternate decision making process for the afternoon of October 12th. After some discussion about the volatility of the market at the present time, and the need to make a decision prior to the close of business on that day, motion was made by Janvrin for Carlson and one Selectman to be authorized to make a decision to hold the price if they won't carry over the price until their meeting that evening. Barham seconded and the vote was unanimous 3-0. Barham and Cordes are both likely available by phone that afternoon, but Janvrin said he will be driving.

At approximately 8:00 pm representatives from the NH Snowmobile Association and two food vendors came into the meeting for clarification on health requirements. This included Evelyn Ferrell and Roger

Wright from the Snowmobile Association, Jerry Gaucher from JR's Grill, and Jean Larabee from Marge's Kitchen.

They came forward with questions and concerns about the visit earlier today by the Health Inspector. He had left with Ferrell a checklist and list of guidelines for food vendor setup/inspection at the Grass Drag venue. They had many questions they wanted clarification on as they didn't want any violations that would hinder their opening the next day. While they were present Carlson wasn't able to contact the Health Inspector, and only the Health Inspector can address these issues. They left their contact numbers with Carlson. Later on, during the meeting Carlson received a call from the Health Inspector, and he is meeting with these representatives early Friday morning to address and clarify any questions they may have.

4. No further action was taken on pending budget reviews, including Fire Rescue and draft Warrant Articles to date.

VII. NEW BUSINESS

1. A motion to approve the accounts payable manifest of \$27,207.23 for the week ending October 6, 2017 was made by Janvrin. This was seconded by Barham. The vote was unanimous 3-0.

A motion to approve the payroll manifest of \$25,147.87 dated October 6, 2017 was made by Barham. This was seconded by Janvrin. The vote was unanimous 3-0.

2. Veteran's Open House – The Board agreed with a date of Friday November 10, 2017 from 5:00 to 7:00 at the Town Hall. Nygren will be sending out Veterans invitations with the next 3 weeks. The decision on changing the location to the Library, due to Town Hall renovations, will be made at a later date.

3. Carlson spoke with several communities with positive feedback to consider an agreement with MRI for a fire service study. The cost of the first phase is \$2,750. Selectmen wish to meet with Fire Department Chief Officers regarding doing this survey and if the funds are in their operating budget. This will be scheduled for next week.

4. The Board then reviewed the folder of incoming correspondence. A motion to approve invoice #742 KTM for \$19,002 was made by Barham. This was seconded by Janvrin. The vote was unanimous 3-0.

5. Carlson reviewed some information from DayStar regarding planned replacement of the Town Hall server. The original quote last summer was \$8,520 and that amount was encumbered by the Board at the end of FY 2016. Two weeks ago DayStar presented a new number for a redesigned server of \$15,202. Their presentation included that this server will do substantial upgrades to operating systems and last longer than the original machine proposed. Carlson expressed significant concern for the cost as only the \$8,520 was encumbered, and the computer maintenance line is currently expended. The Board requested Carlson email all data to them to review and possibly consider getting comparison pricing from other IT Companies. The Board also asked to meet with DayStar to review it.

6. Carlson reviewed the Government Buildings operating budget on a first draft basis. A couple of numbers need to be recalculated following discussion and some clean-up. The Board will review at a future meeting.

7. Nygren reported that at the October 3, 2017 Cemetery Trustee meeting there wasn't a quorum to hold the meeting. One agenda item was to open bids for projects that they are trying to complete before winter

sets in. Bruce White brought in these proposals and requested the Selectmen open these bids. There was only one bidder for each project.

Selectmen opened the proposals. Relative to the Fall cleanup, Blue Sky Landscaping LLC submitted \$1,200 for Village and \$750 for Leavitt. Relative to the expansion of Section C at the Leavitt Cemetery, Blue Sky Landscaping LLC submitted a proposal for \$1,850 to complete the specified work. Barham made a motion to conditionally approve both bids. This will be given to the Cemetery Trustees at their meeting of October 10, 2017. This was seconded by Janvrin. The vote was unanimous 3-0.

VIII. WORKS IN PROGRESS

1. 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.

At 8:55 pm Janvrin moved to enter into non-public session pursuant to NH RSA 91-A:3 II (e) to discuss a legal matter. Cordes seconded and the roll call vote was unanimously approved 3-0; Cordes-yes; Janvrin-yes; Barham-yes.

Nygren left the meeting at 8:56 pm.

Respectfully submitted,

Jeanne Nygren
Selectmen's Clerk

Bruce White left the meeting at approximately 9:00 pm at which time the Selectmen convened their non-public session.

At 9:15 pm Janvrin moved to return to public session. Barham seconded and the roll call vote was unanimously approved 3-0; Cordes-yes; Janvrin-yes; Barham-yes.

Selectmen discussed pending information this week regarding the Town Attorney's advice on the status of pay for the Fire Rescue Department. Carlson also had a discussion today with the NH Department of Labor to follow-up other research and inquiry made there, to be sure that the Town is following proper procedure.

Selectmen discussed having the Health Officer do some more research into guidelines for events such as the Grass Drags, and to have information ready by the time of the preliminary meeting for the 2018 event.

With no further business to legally come before the Board, motion was made by Janvrin to adjourn the meeting at 9:25 pm. Barham seconded and the vote was unanimously approved 3-0.

The next regular Board meeting will be held on Thursday October 12, 2017 at 6:30 pm at the Town Hall.

Respectfully submitted,

Heidi Carlson, Town Administrator