

I. 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, Town Administrator Heidi Carlson, Selectmen's Clerk Jeanne Nygren and Kathy Clement. Also present was FCTV's Felicia Augevich who recorded the meeting for replay. All rose for the pledge of Pledge of Allegiance.

The first item on the agenda was the Grassdrag follow-up meeting. Additional people present for this meeting included Police Chief John Twiss and Sergeant Jason Larochelle, Fire Chief Richard Butler, Snowmobile Association representative Evelyn Ferrell; property owners Scott and Brenda Barthelemy and residents/abutters Tanice & Gary Cloutier.

Ferrell began by circulating copies of the press release statement from that event that goes out to all vendors and is used for publications. This contained information about the event and attendance.

Fire Chief Butler reported it was uneventful from their Department's perspective. Police Chief Twiss said the weekend was really busy. Sgt. Larochelle recapped there were 142 calls for service related to the event, having 29 cars being stops, six medical calls, five of them transported, including a serious drug overdose. There were two arrests, one minor in possession of alcohol, one intoxicated subject; and four vehicles towed. There was one neighbor complaint relative to the helicopter flying too low and a need to bank the approach of his turns higher. The cell phone provided to residents couldn't get through with the demand for connection (all cell circuits busy). Ferrell discussed a track phone as opposed to cell and go directly to PD to get issues at hand addressed may be the solution. Ferrell suggested they met with Building Inspector earlier in June for anything new to be added or changes he may want or if paperwork needs updating. No one reported any other problems or issues. They were all thanked by the Board and the guests left the meeting at 6:45 pm.

II. ANNOUNCEMENTS were read by Selectmen Cordes as follows:

1. Fremont Trick or Treat will be Tuesday October 31st from 5:00 to 8:00 pm.
2. The School Board Public Budget Forum will be held on Wednesday November 8, 2017 from 6:00 to 7:00 pm at the Fremont Public library. It will be followed by a School Board meeting at 7:15 pm at Ellis School, and a Budget Committee meeting immediately following at the Library.
3. Veteran's Open House will take place on Friday November 10th from 5:00 to 7:00 pm at the Fremont Public Library. All Town Offices are closed on this date in observance of Veteran's Day.
4. A Business Open House will be held by the Economic Development Committee at 5:30 pm on Monday November 13, 2017 at the Fremont Public Library.
5. Fremont second issue tax bills have all been mailed. Taxes are due December 1, 2017.
6. On October 28 there will be a drug take back from 10:00 am to 2:00 pm at Fremont Safety Complex for outdated and unused prescription medication disposal.

III. LIAISON REPORTS

Barham attended the meeting of the Brentwood Dam Association of October 24, 2017 at the Kingston Library where they discussed how to proceed with an IRS 501(c) 3 application. They are starting to conduct a survey of immediate residents to see how many have had issues with their wells. They are trying now to schedule a meeting with the dam owner and his attorney to discuss potential transfer of ownership.

Cordes reported on the October 25, 2017 meeting of the Budget Committee. The Committee made recommendations on the Building Inspection, Government Buildings and Vendor Payments budgets. They are holding off on further decisions on the three large department budgets until they get information on the magnitude of the School budget. The Committee meets again next Wednesday.

IV. APPROVAL OF MINUTES

A motion to approve the minutes of the October 19, 2017 as amended was made by Barham. This was seconded by Janvrin. The vote was unanimous 3-0.

V. SCHEDULED AGENDA ITEMS

6:45 pm Police Chief Jon Twiss had scheduled time with the Board to answer questions on his budget item for a physical fitness incentive program and a few other items. He first presented the longevity awards program schedule of \$500.00 for every 5 years of service which last year it was voted in his budget. He feels this helps to retain employees. The Chief has put together a General Order (GO-012), creating a policy as the money was approved in the 2017 budget appropriation, as was requested by Carlson in order to create a payroll voucher.

Chief Twiss explained that presently there are two officers within the Police Department that qualify, one at the \$1,500 level and one at \$500. There was discussion about other departments, as well as that the Police Department has a different benefit package for uniformed employees. Twiss explained that this incentive was planned to try and keep an officer and not have as much turnover to other towns after all the training provided. The Budget Committee was looking to offer the option to all Town employees that qualify.

There was then discussion about how performance-based versus physical condition is one of the indicators or is the criteria dependent upon the job description.

After some discussion, a motion was made by Janvrin to adopt GO-012 Longevity Awards as written and signed by Chief Twiss, to include longevity stipends for full-time certified officers for years of service: 5-10 years \$500; 11-15 years \$1,000; 16-20 years \$1,500; and over 20 years \$2,000. The eligible payments would be made in the first pay period after the officer's anniversary date. The motion was seconded by Barham. The vote was unanimous 3-0.

Twiss then circulated copies of a laptop replacement proposal (sole source vendor) to update the vehicle laptops. He applied for a grant and will be getting \$2,700 for the printer portion. This is a more efficient program where E-tickets will go directly to Concord. Twiss will get the final figures in a couple of weeks for his end of year spending. He presented a letter detailing the proposal, costs and line item transfers involved, along with quotes for all of the equipment.

A motion was made by Janvrin to approve PD Purchase Order 2017-02 for the purchase of 3 MDT's scanner and printers for \$21,465 and have the Chairman sign on behalf of the Board. This was seconded by Barham. The vote was unanimous 3-0. Twiss was thanked and he left the meeting at 7:20 pm.

At 7:30 pm Janvrin moved to enter into non-public session pursuant to NH RSA 91-A:3 II (c) to discuss a hardship matter. Cordes seconded and the roll call vote was unanimously approved 3-0; Cordes-yes; Janvrin-yes; Barham-yes.

At 7:40 pm Janvrin moved to return to public session. Cordes seconded and the roll call vote was unanimously approved 3-0; Cordes-yes; Janvrin-yes; Barham-yes.

At 7:42 pm Road Agent Leon Holmes Jr met with the Board to discuss changing the proposed road paving Warrant Articles. The Budget Committee has asked the Selectmen to consider eliminating one and just putting the most important one forward. Selectmen wanted Holmes' input on the Committee's suggestion. Both Warrant Articles for road work total \$275,000. The Budget Committee has concern that both will get turned down if there is too much on the Warrant for consideration. Holmes proposed these two articles to try to get back into doing two miles per year to get back to this budgeting schedule and to get the roads up to standard. He is planning in his 2018 budget to schedule Chester Road and Whitter Drive in 2019.

Selectmen acknowledged it is his job to present what the Town needs for road improvements. Barham suggested having Stantec do a survey for a full-blown report what costs are to map out the cost to repair roads over the coming years. This will give the broader picture of the road situation we are behind. Barham will see about getting an estimate for this type of work from Stantec Consultants.

There was also further discussion about some type of a bond proposal to address the needs. Holmes said he will support whatever the Board's decision is relative to placement of the articles on the Warrant. He was thanked and he left the meeting at 7:55 pm.

Carlson introduced Kathy Clement to the Board and explained that she is in the process of being hired in the Selectmen's office in the open clerical position, pending some final background checking. She attended the meeting tonight to get a flavor of the Board's activity.

VI. OLD BUSINESS

1. Carlson provided an update on the Spaulding Road Extension. The extension to Spaulding Road (Catapano subdivision) is nearly complete. Lavelle Associates was out on site this week doing final bound marking and identification, and Beals Associates is doing final plans, pending sign-off by the Town's Engineer for Selectmen to accept the extension of the roadway.

2. Town Hall basement updates: electrical work continued through the week, flooring was completed late on Monday. Some new furniture was obtained to set up new offices on Tuesday, arrangements are being made for moving and reorganizing files. The Food Pantry cabinets were delivered today and Renee and TJ King are working downstairs tonight to put them together.

3. Carlson asked the Board about their preference on the setup of the meeting room and use of conference tables in the current "U" shaped configuration for meetings. The Board was comfortable with that setup. For the time being, the first floor tables will likely be used, until some final decisions can be made, and the old conference room table may be moved upstairs.

4. Town has not had any follow-up from Jay Somers relative to meeting with the Cable Committee. After some discussion, it was decided that Barham will make a visit to Somers office sometime next week.

5. Selectmen reviewed the 10/25/217 draft of the 2018 Town Meeting Warrant. There was some discussion about the "All Veterans" Article, including a draft for recommendation for the voters. Given the late hour, Board members were asked to look it over and further discussion will take place next week.

6. Budget information & updates:

4220 Fire Rescue – Chief submitted updated inventory information on radios (distributed to Budget Committee last night); and the quote from last week for the pump repairs to Engine 1 is from W D Perkins, Fire Pump Specialist. Carlson talked with Butler about getting this work done as soon as possible with existing operating budget funds. He will also be asked to update this list to include pricing and what are the top priorities.

4445 Vendor Payments – Final budgets have been submitted and Carlson presented packages for the Selectmen to review, and to the Budget Committee last night. The Budget Committee has recommended the amount requested by the agencies. There is one new request from One Sky Community Services in the amount of \$3,500 and that has been added to the Warrant as a new agency.

After the awarding of the propane contract at the Safety Complex Janvrin reached out to four vendors for propane proposals of which two declined to bid and two bids were received. Barham motioned to recommend the proposal submitted by Lamprey Energy for supply and installation of three 1,000 gallon underground propane storage tanks at the Safety Complex for a total sum of \$9,950 to be paid from the generator encumbered funds. This was seconded by Janvrin. There needs to be a separate vendor to move the oil filler. Selectmen asked for letters to be sent out to the vendors who were not successful.

Selectmen Cordes compiled a list of questions for Carlson to give to Daystar regarding the new server proposal. They included type of server, hardware specifications, length of warranty, cost of new AV software and how many licenses are provided. Carlson will pass on to Daystar for their response.

VII. NEW BUSINESS

1. A motion to approve the accounts payable manifest of \$540,241.40 for the current week dated October 27, 2017 was made by Barham. This was seconded by Janvrin. The vote was unanimous 3-0.

2. After review of the November Newsletter, a motion to approve it as edited was made by Janvrin. This was seconded by Barham. The vote was unanimous 3-0.

3. The Board reviewed the folder of incoming correspondence.

4. A motion to approve the request for Map 01/069 tax interest abatement 2017 for Carolyn Carr of \$160.14 who submitted a letter indicating she did not receive her 1st issue tax bill was made by Janvrin. This was seconded by Barham. The vote was unanimous 3-0. The property owner has paid the taxes for the entire year.

5. The current year ratio study information has all been data entered to the DRA equalization site by Assessor Scott Marsh. Selectmen reviewed a memo from Marsh about the data and his projections on the ratio study. A motion to certify the equalization survey done by Assessor Scott Marsh was made by Janvrin. This was seconded by Barham. The vote was unanimous 3-0. Selectmen signed the Certification page.

6. A date of December 4th for the Christmas pot luck dinner from 5-7 pm was chosen to be held at Town Hall.

7. Carlson presented the 2018 renewal forms for the Town's health, disability and life insurance plans. These are down collectively by about 15%. Health insurance is down 8%. After review a motion was made by Barham to sign the Health Trust renewal paperwork. This was seconded by Janvrin with the amendment the Chairman signs on behalf of the Board. 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 9:00 pm Janvrin moved to enter non-public session pursuant to NH RSA 91-A:3 II (c) & (e) to discuss a personnel matter and legal matter. Cordes seconded and the roll call vote was unanimous approved 3-0; Cordes-yes; Janvrin-yes; Barham-yes.

Respectfully submitted,

Jeanne Nygren
Selectmen's Clerk

Augevich, Clement and Nygren left the meeting at this time. At approximately 9:05 Selectmen began their non-public discussion.

At 9:25 pm motion was made by Janvrin to return to public session. Barham seconded and the vote was unanimously approved 3-0; Cordes-yes; Janvrin-yes; Barham-yes.

Selectmen discussed the current staffing needs of the Town. Motion was made by Janvrin to authorize the conditional offer to Kathy Clement for the Selectmen's Office Clerical part-time position at \$13.50 per hour with a review to be done in three months.

Carlson was asked to work on the master listing of chores to be completed to get the basement renovations done and all equipment, furniture, files and people moved where they need to be.

There was discussion about the outdoor masonry repair work that is still pending. The vendor had pledged to get the work done by November, and has not been in yet. Carlson reached out to him by phone, and he has indicated he may be here by the end of next week. There is a significant and urgent need to get this work done immediately, and the Town is going to begin to look at alternatives.

There was discussion about the budget process and items still to be completed. The Board asked for some additional data to be added to the Fire Chief's submission relative to the projects and work to be done before year end, with some pricing/costs to be included, as well as the Chief's priorities.

The next regular Board meeting will be held on Thursday November 2, 2017 at 6:30 pm at the Fremont Town Hall.

Due to the late hour, at 9:45 pm a motion was made by Janvrin to adjourn the meeting. Barham seconded and the vote was approved 3-0.

Respectfully submitted,

Heidi Carlson, Town Administrator