

Approved 11/30/2017

I. The meeting was called to order at 6:30 pm in the basement 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. Bruce White from FCTV was in the control room with the meeting live broadcast.

II. **ANNOUNCEMENTS** read by Selectmen Cordes as follows:

1. Interim Building Inspector hours are generally Monday and Wednesday 8:00 to 10:00 am and 2:00 to 4:00 pm; and Friday 8:00 to 10:00 am. Feel free to call ahead to confirm.
2. All Town Offices will be CLOSED on Thursday and Friday November 23 and 24 for Thanksgiving. Trash will be delayed by one day during the week of Thanksgiving.
3. Fremont second issue tax bills are due December 1, 2017.
4. The Town's Winter Parking Ban begins on November 15 and runs through April 1st from midnight to 6:00 am. This means no off-street parking is allowed, and no parking in public lots is allowed.
5. The Wreaths Across America Program will be held at 12 noon on Saturday December 16th at the Fremont Town Hall, main floor.

III. **LIAISON REPORTS**

Cordes reported on the November 13, 2017 Economic Development Committee & Business Open House. Attendance was light, food was very good, the meeting focused on next step of communication with property owners regarding Shirkin Road and ERZ zones. They are looking for someone to provide clerical support to assist in their meetings. Contact Warren Gerety for additional information.

Carlson reported at the November 14, 2017 Safety Meeting there were no injuries reported. A review on the winter building safety items. Their next meet is scheduled in February 2018.

Cordes recapped the November 15, 2017 Budget Committee meeting where the focus was to look at the School District proposed budget. The Superintendent and Business Administrator reviewed documents and additional information was requested. The Town's outstanding items to be addressed were also discussed. The Selectmen's recommended operating budget for the Highway Department budget was recommended by the Committee. The Highway Warrant Articles for road construction were both recommended. Beede Road by a vote of 8-0; Red Brook Road by a vote of 5-3. The Selectmen's operating budget for 4155 Personnel Administration was recommended 7-1. The Committee's next meeting is scheduled for November 29, 2017.

Barham reported at the November 15, 2017 Planning Board Altaeros Energies had their approved NH DOT State Driveway Permit for Board to sign off on. The Board voted to reinstate excavation permits for Parcels 02-151.002 and 05-035 that had lapsed until the escrow bonds were posted. There was a proposal to change the over 55 ordinance from 10% to 15% of housing stock. This will be forwarded for Public Hearing on December 6th. Additional Ordinance changes including the Flood Plain Development Ordinance and the Aquifer Protection District Ordinance are also being looked at for allowing additional uses subject to best management practices.

IV. APPROVAL OF MINUTES

A motion to approve the minutes of the November 9, 2017 meeting as amended was made by Janvrin. 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 - none

VI. OLD BUSINESS

1. Longevity plan to be discussed at a future Board meeting.

2. 2018 Town Meeting Warrant recommendations finalized:

One Sky appropriation \$3,500 consideration 3-0 voted last week by Selectmen

Historic Museum CRF \$15,000 – Matthew Thomas agrees with the Board's discussion of last week regarding waiting to put a full plan together for construction. He supports a Warrant Article for adding \$15,000 to the Capital Reserve savings. Janvrin then motioned to approve Warrant Article KK and to designate the Board of Selectmen as agents for the Historical Museum Renovation Capital Reserve Fund established in 2008. This was seconded by Barham. The vote was unanimous 3-0.

3. The Library is not available for the December 4th Christmas event and Carlson proposed changing it to the main floor of the Town Hall as the partitions are gone and there is adequate space. Carlson will check availability of Safety Complex before making the final decision on the pot luck dinner location.

4. Town Hall basement updates:

- Access AV here Monday and Tuesday November 13 & 14 to set up FCTV studio and return camera and wiring to the new meeting room space. Comcast in Monday to review what they need to complete their work, and they will return Monday November 20th. Kevin Woods (RCTV) and Bruce White (FCTV) were on site throughout the FCTV reinstall.

- Ceiling tiles installed Tuesday; movers here Wednesday. There are still many boxes to be moved from the trailers.

- Work was underway all week on reorganization and movement of the Planning and Zoning files. This is still a long way from completion, but a lot of progress has been made.

- Additional phone and computer work done today to get additional basement spaces live.

-Digging to provide for the three propane tanks at the Complex will start next Tuesday.

Next week Selectman Janvrin will be meeting with locksmiths to obtain proposals for rekeying the Town Hall. He is requesting three proposals for all 4 doors the basement level, 4 doors on seconded floor, and the whole building to obtain a total price.

Carlson circulated copies of a punch list for the Town Hall basement and asked Selectmen to review and comment on the list for discussion at the next meeting. The panic bar being removed from the meeting room door was added to this list.

5. The arrangement of working with SPC and the Fremont School District bid process for the copy machine was discussed. The Town needs to sign an agreement certifying this partnership, and the language was detailed on a Certificate Form which was reviewed by the Board. Motion was made by Barham and seconded by Janvrin "That under and pursuant to the provisions of the law of the State of

New Hampshire, the Town of Fremont, New Hampshire agrees, subject to annual appropriations being made therefor, to pay to SAU # 83 (the "Issuing School District") for equipment described at Exhibit A attached hereto, the amounts described at Exhibit B attached hereto, to help the Issuing District pay a portion of a tax-exempt lease purchase between the Issuing District and M.S. T. Government Leasing, LLC, dated November 1, 2017." The amount of the annual lease payment for the Town's share is \$1,039. The vote was unanimously approved 3-0.

A motion to approve the Chairman of the Board to sign the certificate above as listed for the copy machine lease on behalf of the Town was made by Barham. This was seconded by Janvrin. The vote was unanimous 3-0.

6. Carlson reported that the Library attic heat sensors are all replaced and the fire alarm system is back fully operational.

7. Carlson met with Jim Compagna from the Generator Connection today relative to all the generator projects. The Safety Complex meeting included Chief Twiss, Deputy Fire Chief Zukas, and Mike Malloy as well. Project scheduling is moving ahead and Carlson is working on the oil fill line move. Town Hall and Highway Shed generators are also being planned.

8. Selectmen reviewed the 2018 Warrant draft to date, including all of the Budget Committee recommendations completed last evening, provided by Cordes. There are still pending Warrant Articles for review.

9. The Road Agent reported that the Highway Department will be working with Eversource and their tree vendor over the next couple of weeks to remove the trees on North Road, as well as some on Scribner Road and the paved section of Shirkin Road. The Town is providing assistance with traffic and Lewis Tree is cutting the trees. Road Agent Leon Holmes spoke with the Selectmen and is having the trees removed at no cost to the Town.

10. Carlson has arranged a meeting with Jay Somers from Comcast and the FCTV Committee representatives (Bruce White and Neal Janvrin) for Tuesday November 28, 2017 at the Town Hall.

11. Police Chief Jon Twiss submitted the papers needing signatures for the grant to NH Department of Safety PD e-ticket system. This was voted at a Selectmen's meeting a few weeks ago, but some items were outdated and needed to be re-signed.

VII. NEW BUSINESS

1. A motion to approve the payroll for \$28,887.19 for the current week dated November 17, 2017 was made by Barham. This was seconded by Janvrin. The vote was unanimous 3-0.

A motion to approve the accounts payable manifest \$58,009.73 for the current week dated November 17, 2017 was made by Barham. This was seconded by Janvrin. The vote was unanimous 3-0.

2. Selectmen discussed a no-cost way for the trees on Route 107 to be removed by a viable contractor whose insurance is on file. The Road Agent will also be consulted about this.

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

4. Janvrin moved to sign the Veteran's Day Program Thank you letters to Amelia Earnshaw, PUMC Pastor Nancy Collins, Scout Leader Fran Wells, and Nico Ansaldi. This was seconded by Barham. The

vote was unanimous 3-0. Jeanne Nygren was also thanked for putting this entire event together from a planning perspective.

5. Janvrin made a motion to sign the 2018 Forest Fire Warden and Deputy Warden Reappointment renewals for Richard Heselton, Joe Nichols, Kevin Zukas, Bryan Bielecki, Joel Lennon, Kevin O'Callaghan, Vincent O'Connor and Richard Butler. This was seconded by Barham. The vote was unanimous 3-0.

6. Due to the upcoming holiday, Janvrin moved not to have Board meeting next week unless something urgent arises, and the regarding the weekly AP manifest, to authorize two Selectmen or one Selectman and Heidi Carlson to review and approve the manifest so checks can be released for vendors. This was seconded by Barham. The vote was unanimous.

7. Tom O'Brien has submitted his resignation from the Fremont Planning Board, and there are now two vacancies which need to be filled as soon as possible on the Board. A motion to sign a letter of thanks and appreciation for his participation was made by Barham. This was seconded by Janvrin. The vote was unanimous 3-0.

8. Stantec submitted a scope and fee proposal that was requested by Barham for the Town's consideration relative to a 10 year road maintenance plan. The Board wants to look this over and speak with the Road Agent about this potential work. A copy has been provided for his review also.

VIII. WORKS IN PROGRESS

Carlson indicated that she continues to work on end of year expenses. There was discussion regarding the PD longevity plan and the inclusion of full time certified members (some of whom are part-time). A spreadsheet had been provided with information for Board members about other town staff who would be eligible for such a stipend based on the same criteria for length of service. There was discussion about the value of part-time employees in a Town like Fremont which relies heavily on them.

At 8:00 pm Janvrin moved to enter non-public session pursuant to NH RSA 91-A:3 II (c and e) to discuss a legal and a personnel matter. Cordes seconded and the roll call vote was unanimously approved 3-0; Cordes-yes; Janvrin-yes; Barham-yes.

Nygren and White left the meeting at 8:00 pm.

Respectfully submitted,

Jeanne Nygren
Selectmen's Clerk

At 8:15 pm motion ws 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.

The Board reviewed legal correspondence and asked for Carlson to set up a meeting regarding the FairPoint utility cases with the Town's Assessor.

Carlson distributed an updated expense report for the Board's review. This was reviewed by the Selectmen, and was reviewed by the Budget Committee last evening.

Carlson confirmed she will contact Board members next Wednesday for review of the Accounts Payable manifest.

The next scheduled Selectmen's meeting is November 30, 2017 at 6:30 pm. With no further business to come before the Board, motion was made by Janvrin to adjourn the meeting at 8:20 pm. Barham seconded and the vote was unanimously approved.

Respectfully submitted,

Heidi Carlson
Town Administrator