

I. CALL TO ORDER 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. Bruce White from FCTV was in the control room and tonight's meeting is live broadcast. All rose for the Pledge of Allegiance.

II. ANNOUNCEMENTS were 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.
2. Fremont second issue tax bills are due tomorrow, December 1, 2017. The Collector is open from 9:00 am to 12 noon.
3. The Town's Winter Parking Ban is in effect through April 1st from midnight to 6:00 am. This means no parking in the right-of-way allowed, and no parking in public lots is allowed.
4. The Wreaths Across America Program will be held at 12 noon on Saturday December 16th at the Fremont Town Hall, in the front yard.

III. LIAISON REPORTS

On November 28, 2017 FCTV Committee members Bruce White and Neal Janvrin met with Jay Somers of Comcast. They reviewed three things outlined by the Committee needing to be done to update the Town's cable contract. These items include a second channel for educational broadcasting, to make sure all residents in Town get the Fremont cable feed and to change the density from 20 dwellings to 10 per mile for cable installation. They will have another meeting in January, after Somers does some further research. Other options are considering of a 10-year contract instead of a 5-year renewal contract. Somers stated the franchise fund check will be paid out quarterly beginning by mid-February. These funds will start to replenish the FCTV fund to maintain broadcasting and other services.

Carlson reported she and Janvrin met at Town Hall on November 28, 2017 in the initial meeting with Brian Duggan of MRI for the Fire Rescue study. He was then provided a tour of the Town and Safety Complex by Deputy Chief Kevin Zukas. He then was available to meet with FFRD members. A few members didn't get a chance to speak with Duggan and they will reach out to him. Barham also spoke with him today and he is happy with how it is proceeding. Cordes reported speaking with him as well.

Carlson stated that the November 28, 2017 Zoning Board of Adjustment meeting included review of a variance at Parcel 07-072 where owner Kristin Spellman applied to permit the construction of a shed within the 30-foot side property setback at 3 Beach Street. After review of variance another issue arose where the 30% lot coverage and can't be met. She may need another variance. There is a ZBA site walk scheduled for December 9th at 9:00 am.

The Galloway decision was reviewed by the Board. Barham stated the ZBA accepted this on Town counsel advice, and will not pursue further action.

Cordes reported that the Budget Committee meeting held on November 29, 2017 focused on the school budget. The School Board and Administrators were asked to consider reducing the budget by \$300,000 for their next meeting and they will go through the Town portion of the budget to finish. The Committee has asked Carlson to have all final Town information ready for the next meeting on December 6th.

IV. APPROVAL OF MINUTES

A motion to approve the minutes of the November 16, 2017 as written 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. Relative to the Accounts Payable manifest dated November 22, 2017 which totaled \$479,405.93, there was a review and signature for approval by Selectman Neal Janvrin and Heidi Carlson on Wednesday, as per the decision made on Thursday November 16, 2017. The manifest was reviewed tonight and the rest of the Board members signed this document at tonight's meeting.

2. 2018 Town Meeting Warrant M regarding the Elderly exemption article was discussed. A motion to recommend Article M as written was made by Barham. This was seconded by Janvrin. The vote was unanimous 3-0. Carlson explained that the numbers have been increased by \$5,000 for income and assets, to find some moderate adjustment for inflation. The assessed valuation numbers have all been increased slightly as well.

At the meeting when the vote was initially done on Article N (the "all veteran" credit) there were only two Selectmen present. Janvrin asked for the whole Board to revoke this article. Barham who was not present that first night, also supports this Warrant Article. A motion was made by Barham to recommend Warrant Article N as written. This was seconded by Janvrin. The vote was unanimous 3-0, which will change the Selectmen's recommendation on the Warrant to be presented to the voters.

3. The Town Board, Committee, Employee and Volunteer pot luck holiday dinner will be held next Monday, December 4th at the Fremont Safety Complex.

4. Town Hall basement updates:

- Access AV is coming back Friday to complete some additional wiring work for the first floor of the Town Hall.

- We continue to work on reorganization and movement of the Planning and Zoning files. This is still a long way from completion.

- Additional computer work was done last Wednesday to get the two computers set up.

5. The Board reviewed the Town Hall punch list updated sheet prepared by Carlson to remove funds from the Town Hall renovation account to reimburse the General Fund. A motion was made by Janvrin to sign the letter to Patricia Martel, Trustee of the Trust Funds to release \$91,139.71. This was seconded by Barham. The vote was unanimous 3-0.

6. The Stantec proposal for an overall town road study will be discussed later at this meeting.

7. The Highway Department and Mike Malloy worked at the Complex on Tuesday and Wednesday November 21 and 22 getting the three propane tanks installed. This was a lot more work than originally anticipated due to the material located, amount of fill that had to be brought in to replace the poor material excavated, and a pipe that had been left uncapped in the area. The Highway also worked down there all

day this past Monday. The tanks were filled as well. Carlson and Janvrin met today with Lamprey Energy again to get a price to move the oil fill tanks, and this work will be scheduled shortly.

8. The new copier was delivered on Monday and set up on Wednesday. Additional training is still pending from the sales representative. Daystar will be here next Tuesday to do the scanning and printing function setups to each desktop.

9. The budget worksheet to date is getting firmed up as we are nearing the end of the year.

VII. NEW BUSINESS

1. A motion to approve the payroll of \$72,768.61 (which includes the annual Fire Rescue Points and LOSAP appropriation) for the current week dated December 1, 2017 was made by Barham. This was seconded by Janvrin. The vote was unanimous 3-0.

A motion to approve the accounts payable manifest of \$563,622.15 for the current week dated December 1, 2017 was made by Janvrin. This was seconded by Barham. The vote was unanimous 3-0.

2. Janvrin committed to the 53-B appointment as Town representative. Carlson will do an appointment form for Board signature next week.

3. The Board then reviewed the folder of incoming correspondence. A letter prepared was signed as outgoing correspondence to Troy & Kimberly Dunbar relative to Town Hall parking lot

4. A motion was made by Barham to approve FCTV Manifest 2017-20 in the amount of \$3,962.78 to Access AV for all of the work to set up the FCTV control room and reinstall meeting room cameras, equipment, monitor and new cabling work. This was seconded by Janvrin. The vote was unanimous 3-0.

5. The Fire Rescue Department has been awarded 2018 Volunteer Fire Assistance funds. This is a reimbursement grant and the Chief has plans to purchase a pump (funding in the 2018 budget) which the Town will purchase and be reimbursed 50%.

6. A motion to sign cemetery deed for lots 38, 39, and 40 at Leavitt Cemetery to Daniel and Lisa Itse of Fremont was made by Janvrin. This was seconded by Barham. The vote was unanimous 3-0.

7. Selectmen discussed with the Board a tax payment plan which has resulted in payment of 2015 and 2016 tax liens and 2017 property taxes in full on parcel 03-001.001.02B. In lieu of the payments being made in full on parcel 03-001.001.02B, Barham moved to abate interest on the 2015 property tax lien of \$350.08; on the 2016 property tax lien of \$123.42 and on 2017 property tax first issue interest of \$27.44. This was seconded by Janvrin. The vote was unanimous 3-0. The abatements represent 2/3 of the interest on taxes as stated and the owner has paid the 1/3 interest pursuant to a payment arrangement.

VIII. WORKS IN PROGRESS

The Board reviewed the sheet prepared by Carlson on the Longevity Plan which is comparable to the Plan funded in the Police budget. A motion was made by Janvrin to adopt the 2018 Longevity Plan as follows: employees who worked 20 hours or more a week part time at 50% of full time employee's allotment which is 5 to 10 years - \$500; 10-15 years - \$1,000; 16-20 years \$1,500; over 20 years - \$2,000 allotment payable on their anniversary date. This was seconded by Barham. The vote was unanimous 3-0. This will be presented to the Budget Committee at their next meeting. For the 2018 budget, this is a total of \$6,750.

Janvrin reports that he has met with four lock vendors and is reviewing proposals anticipating that bid results will be available (tallied) by next week's meeting.

The Points and LOSAP cumulative data document has been updated by Carlson for the current year, and copies were given to the Selectmen and will also be forwarded to the Chief Fire Officers. A copy was given to Brian Duggan, along with the Department's suggested re-write of the Points Plan. Selectmen were asked to re-review that information and prepare to meet with Deputy Joe Nichols to further discuss it. He has requested the meeting to move the new plan along for approval.

At 7:54 pm Janvrin moved to enter non-public session pursuant to NH RSA 91-A:3 (c and e) to discuss a legal and personnel issue. 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 8:25 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.

Selectmen had reviewed the Galloway Court Decision. Motion was made by Barham to leave the decision and not pursue any further action in accordance with the recommendation of Town Counsel. Janvrin seconded and the vote was unanimously approved 3-0.

Carlson distributed a short sheet expense report and will have additional detail prepared by next week. The Town's materials will also be presented for the next Budget Committee meeting.

Selectmen will not take any further action on the Stantec proposal until time can be scheduled to discuss it with the Road Agent. Selectmen have individually talked with Holmes Jr about the study just by chance, but the Board would like to meet with him and see if he would like to further consider it.

The Board discussed the parking arrangements that may exist for the building adjacent to the Town Hall, in order to figure out how to reconfigure the parking lot. The paving work and striping will not be able to be completed until next year.

Selectmen would like to wait on hanging up the screen projector to be sure it will fit properly with the room. Some items will be done over time as we figure out the best layout of the meeting room in the basement.

Carlson indicated she would be making copies of some of the Building Inspector resumes for the Board's review.

Cordes offered to be part of a building walk-through with Mark Minasalli sometime soon to get through the punch list for the basement renovation work.

The next regularly scheduled meeting will be held on Thursday December 7, 2017 at the Town Hall in the basement meeting room at 6:30 pm.

At 8:45 pm motion was made by Janvrin to adjourn the meeting. Barham seconded and the vote was approved 3-0.

Respectfully submitted,

Heidi Carlson
Town Administrator