

Approved 12/28/2017

**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, Selectmen's Clerk Kathy Clement. Bruce White from FCTV was in the control room and tonight's meeting is live broadcast. Also in attendance was Robert Babcock. All rose for the Pledge of Allegiance.

## **II. ANNOUNCEMENTS**

1. 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.
2. The Town and School District Public Budget Hearing will be held at 7:00 pm at the Fremont Town Hall basement meeting room on Wednesday January 10, 2018. The snow date is Thursday January 11, 2018.
3. Candidate declaration period begins on Wednesday January 24, 2018 and runs through Friday February 2, 2018. Interested registered voters should contact the Town Clerk for more information on signing up, and consult the Town's website and postings in Town buildings for a list of open positions. All candidates must be registered voters.
4. All Selectmen attended the Wreaths across America ceremony on Saturday. The young people of Fremont did a great job honoring the veterans again this year. They are learning the importance of the event, the service and their freedoms. If anyone would like to attend the event it runs every year.

## **III. LIAISON REPORTS**

The Zoning Board of Adjustment met on Tuesday night and there were two variances requested for the same piece of property located on Beach Street. The first variance was to construct 8x12 shed within the lot line setback, the second was for the total lot coverage. Both variances were granted.

The Planning Board met on Wednesday and discussed two citizen Zoning Ordinance petitions. The first was to amend Article 11 Section 1102 and the second for Article 16, Signs. The Board voted to proceed and will move these to a Public Hearing January 3, 2018 at the Planning Board meeting. A third citizen Zoning Ordinance Petition Warrant Article was brought up by Josh Yokela but it did not have enough signatures. The Board said they must do their due diligence and this would not go forward this year. The Zoning Technical Assistance contract for Rockingham County Planning Commission was also approved. This will provide for additional Zoning Ordinance update work in 2018 for the 2019 Town Meeting process. Circuit Rider Jenn Rowden also gave an update on Liberty Utility Transmission going from Stratham to Manchester by Route 101 near Exit 6.

Suzanne Peterson, LRAC Outreach Specialist (Lamprey River Advisory Committee) sent copies of the LRAC 20-year report for the Selectmen's review and Land Use Boards. There is also one copy is at the Library for public review. She highlights "In 2011, the entire Lamprey River and five of its major tributaries, including the Piscassic, were designated as protected under the New Hampshire Rivers Management and Protection Program. In addition to the state designation, 23 miles of the lower Lamprey have been designated by the US Congress as Wild and Scenic. Local management of the rivers falls to the Lamprey Rivers Advisory Committee.

The LRAC Committee would like to share this report covering 20 years of progress as a Wild and Scenic River but also as a state designated river. The Committee has personnel and resources available for projects that help to protect the rivers or help the community to know and appreciate the river. Fremont

currently has no representation on the Committee, so the Committee does not know how it can best help Fremont. Each town is allowed up to four representatives, but at this point, even one would be very helpful. If anyone has questions, contact information for the Committee is available inside the report.

#### **IV. APPROVAL OF MINUTES**

A motion to approve the minutes of the December 14, 2017 as amended was made by Janvrin. This was seconded by Barham. The vote was unanimous 3-0.

#### **V. SCHEDULED AGENDA ITEMS**

At 6:30 pm Selectmen met with Robert Babcock who introduced himself indicating he lives in Fremont with his wife and daughter and is very interested in the volunteer position for RPC Commissioner for the Town. He said he has many years of experience in travel and logistics to bring to the Regional Planning Commissioner position. Robert has done research into the position and he attended the Planning Board meeting last night and was recommended by the Board. Fremont is allowed two representative commissioners and Selectmen Barham is currently in the other RPC Commissioner position. This is a four year term that expires in March 2021. We also have a position for the Metropolitan Planning Organization that Robert may be interested in at a later date.

Carlson recommended he go to meetings to get feel for the job and stated that Jenn Rowden who works with the Planning Commission as the Town's Circuit Rider Planner, is also a great resource for information on the positions. A motion was made by Barham to appoint Robert Babcock PRC commissioner as Fremont representative to Rockingham County Planning Commission to a term that expires March 2021. This was seconded by Janvrin. The vote was unanimous 3-0.

Carlson and Babcock stepped out so that Babcock could be sworn in in as Fremont representative PRC Commissioner.

At 6:45 pm Leanne Miner, Conservation Commission Chair, came to the Selectmen to discuss the Commission's proposal to purchase property. Miner set up a slide show presentation relative to Parcel 04-018 located on Louise Lane. The following is the bulleted item list that she reviewed:

- 1) Bolduc Property 4-018 Proposal and project status
  - a) Charles Bolduc approached the Conservation Commission in May 2017
  - b) Conservation Commission gathered and evaluated information on parcel proposed for conservation.
  - c) Parcel abuts Prime Wetland – See parcel map and tax summary.
  - d) Building on parcel would require variances. Precedence with abutting residential development.
  - e) Parcel abuts Town Forest/trail near library (usually wet in this area)
  - f) Parcel abuts non-buildable lot directly adjacent to Town Forest
- 2) Open Space Advisory Council Engagement
  - a) Ranking done by residents including Open Space Committee (Jack Karcz, Dennis Howland, Jack Downing, Matthew Thomas, Pat deBeer, Rich Cooper, Sam Harris) plus Leanne Miner and Bill Knee (Conservation Commission), Betty Harris and Mary Kaltenbach.
  - b) Ranking criteria – online Town Website Open Space “Open Space Land Selection Criteria” This criterion has been reviewed by professionals from SPNHF and the Rockingham County Conservation District in order to assure the validity of the process. The following criteria are ranked
    - i) • Watershed protection including wetland value and drinking water protection.
    - ii) • Aesthetic, cultural or historic value

- iii) • Agricultural preservation
- iv) • Open space buffers that link to existing conservation land, town forest or other town owned land
- v) • Wildlife value-including known locations of populations of species of interest, wildlife habitats, wildlife corridors and greenways
- vi) • Outdoor recreation areas
- c) Average 56. Open Space (6 members) average 56
- d) Low ranking on CTAP 87 out of 90

Map ID	Acreege	Co- Occurrence Score	Map/Lot	Abuts Conservation	Abuts River	Public Access	Protection	Priority
81	24.7	60.1	1-35-14	y	n	y	Wet	Low
82	49.7	58.1	4-67-1	y	n	n	Wet	Low
83	3.5	57.9	2-151-1	y	n	n	Owned by School District	Low
84	36.2	57.8	4-90	Y	N	N	Wet	Low
85	4.0	57.4	4-79	y	n	n	Wet	Low
86	2.2	51.3	4-7	n	n	class 6	Small parcel	Low
87	12	50.5	4-18	y	n	n	Wet, on rail trail	Low
88	83.5	49.8	2-151	y	n	n	Owned by School District	Low
89	12.9	49.4	4-2	y	n	y	Wet	Low
90	7.5	48.9	1-62-1	y	n	n	Wet	Low

Note: Map ID #26 was deleted from this table.

- 3) Review Conservation Proposal Review Process
  - a) Ranking Results must be >50 (yes); fit into the overall plan to preserve largest block of un-fragmented land (yes); determined to be of ‘special value’ during town wide survey (2005) (yes)
  - b) Conservation Commission reviewed December 4 meeting and decided to go forward with a low proposal (NON PUBLIC). Verbally agreed to by Charles Bolduc.
  - c) Since proposal is relatively low, the Conservation Commission will forego an appraisal that typically costs ~\$3000 to \$5000 and is shared with Property owner
- 4) Next Steps-
  - a) December 21, 2017 to Board of Selectmen (BOS) for review and approval
  - b) Public Hearing same date as Conservation Commission meeting February 5 – this is likely to be moved as it conflicts with the Town’s Deliberative Session.
  - c) BOS Final Approval
  - d) Conservation Commission approves expenditure; Funding Source – Land Use Change Tax (LUCT; Current Balance ~\$186K).
  - e) Execute Purchase & Sales Agreement between the Selectmen & Property Owner.

After brief discussion, the Selectmen were all in favor of moving forward with the purchase of the property. There will be a brief Non-Public Session to discuss the current asking price, which is minimal. No formal P & S Agreement has yet been drafted.

Miner left the meeting at approximately 7:05 pm.

**VI. OLD BUSINESS**

1. Carlson discussed the Spaulding Road acceptance (Phase II). Joe Nichols submitted the plans last week, and all other items that needed to be completed are now done. It was discovered in review of the Statute this week that a Public Hearing is required prior to the Selectmen’s acceptance of the road. Carlson has advertised this public hearing for 7:30 pm on Thursday January 18, 2018 as part of a regular Selectmen’s Meeting.

2. Carlson provided Town Hall basement updates: K P Electric was here Wednesday and finished up most of the items on the punch list. Some trim work still needs to be completed, the meeting room night

lights are still on order, and Matt Pitkin is coordinating with Mark Minasalli on the exterior trim exit light work. They will be putting in more lights in the basement meeting room to make it brighter for better broadcasting of the meetings. The HVAC leak has been temporarily fixed and we await the plumber to install a drain trap in the kitchen sink.

A change order request was placed with KTM for the extra work requested. Carlson received an email about the prices on the change order, they include \$750 for the chair rail; \$100 for corner protectors and \$550 for panel doors created for the FCTV room under the stairs. A motion was made by Janvrin to approve the additional work listed in the email dated 12/20/2017 for the change order request with KTM for a total of \$1,375. This was seconded by Barham. The vote was unanimous 3-0.

3. The budget worksheet for 2017 is being updated weekly and the purchase orders that have been signed have already been taken out. The Road Agent is concerned about the Highway budget considering the predicted multiple snow storms due this holiday weekend. The two things that Carlson is trying to do is potentially the heating system and the roof at the Safety Complex. If we can't do the heating system, we can take the money out of the expendable trust fund for building maintenance. The heating system and generator completion will need to be moved to the spring.

4. Carlson provided updates for the generator projects. The Town Hall and Highway Shed are all set to move ahead. The Generator Connection will be back to work on piping and electrical connections on 01/02/2018 and gas piping work by Lamprey Energy is scheduled for 01/03/2018.

The Safety Complex generator project is pending some additional information and Selectmen are all available to meet on site Tuesday morning at 7:30 am with Jim Compagna from The Generator Connection. Lamprey Energy was out again yesterday to look at the oil fill pipe work to determine if it can be done. The tank is more than 6 feet out from the pad, and moving the lines will get into substantially more work than planned. Leon Holmes Jr was out to help with the oil tank location and is suggesting that adding on to the pad is not a good idea. Questions were discussed on whether to schedule the furnace conversion work in the spring to get it all done during good weather, and then have the generator work done. It is felt that it would not be prudent to pull the heating system apart this time of year.

## **VII. NEW BUSINESS**

1. Barham moved to approve the accounts payable manifest of \$20,978.16 for the current week dated 22 December 2017 was made by Barham. This was seconded by Janvrin. The vote was unanimous 3-0.

2. The Board reviewed the folder of incoming correspondence.

3. DayStar sent their Master Services Agreement to be signed, and Carlson stated that the Town has never signed this contract before. DayStar would like it signed and returned before the end of the year. Carlson said she will read it over and Cordes said he could have someone read through it also. Carlson will forward the email to the Selectmen and asked all to it read over.

4. Selectmen reviewed the vacation carryover request for Leon Holmes Jr for 30.50 hours. A motion was made by Barham to approve the request as stated with the time to be used before May 1, 2018. This was seconded by Janvrin. The vote was unanimous 3-0. Janvrin was concerned that Holmes Jr may not be able to use the vacation time because of the winter, and the Selectmen agreed that he could come back to the Board if he has not been able to use the hours before that date, if weather prevented him from getting away.

5. The Town received the auditors package for the 2017 work. It includes a fraud questionnaire regarding mostly information that is public record. Carlson said she forwarded the letter to the Chair of the Library Trustees, Trustees of the Trust Fund, Treasurer and the Board of Selectmen. Cordes read the survey aloud and the Board members completed the questionnaire. A motion was made by Janvrin to move to have Cordes sign the form for the Board of Selectmen. The motion was seconded by Barham.

### **VIII. WORKS IN PROGRESS**

Carlson will have another updated year-end expense report next week.

This public meeting will be recessed until Tuesday December 27, 2017 at 7:30 am at the Fremont Safety Complex.

### **IX. NON-PUBLIC SESSION NH RSA 91-A 3 II**

At 7:30 pm Janvrin moved to enter non-public session pursuant to NH RSA 91-A:3 (c) and (e) to discuss a legal and personal matter. This motion was seconded by Barham. The vote was unanimous 3-0.

Respectfully submitted,

Kathy Clement  
Selectmen's Clerk

Clement left the meeting at approximately 7:35 pm at which time the Board commenced their non-public session.

At 8:00 pm the Board returned to public session with a motion from Janvrin and second from Barham. The Board reported a discussion relative to the FairPoint settlement offer and have made a counter-offer to be presented by Joe Lessard.

The Board discussed the operating budget residual funds including whether or not we could do the Safety Complex roof repairs with encumbered funds.

At 8:10 pm, with no further business to legally come before the Board, motion was made by Janvrin to recess this meeting to 7:30 am on Tuesday December 26, 2017 at the Fremont Safety Complex to meet with Jim Compagna of the Generator Connection to review the generator specifications.

At 7:35 am on Tuesday December 26, 2017, the meeting reconvened at the Fremont Safety Complex, 425 Main Street. Present were Selectmen Janvrin, Barham and Cordes, Michael Malloy, Safety Complex Maintenance, and Jim Compagna, The Generator Connection representative in charge of the project. There was a brief discussion about the distances required by code for proximity to combustible surfaces, which is five (5) feet. The site was re-measured to establish the closest proximity to the building the generator could be located. After adding the width of the new generator to be installed it was determined the new generator would fit on the existing concrete pad. Therefore what needs to occur is the existing oil fill lines need to be moved as originally understood (and protected with bollards or something similar if outside the security fence). The oil tank should not be affected by the generator installation. Once the oil fill lines are moved the generator can be installed. It is understood that the generator for this location has been ordered and right now is located in Woburn, MA. It was felt by those present that this was a very beneficial meeting.

At 7:47 am a motion was made by Janvrin to adjourn. Motion was seconded by Barham and approved 3-0.

The next regular Board meeting will be held at 6:30 pm on Thursday December 28, 2017 in the basement meeting room at the Fremont Town Hall.

Respectfully submitted,

Heidi Carlson  
Town Administrator