

I. CALL TO ORDER at 6:30 pm in the basement meeting room at the Fremont Town Hall. Present were Selectmen Neal Janvrin, Gene Cordes, and Roger Barham; Town Administrator Heidi Carlson; Fire Chief Richard Butler; and MRI Consultant Christopher Olsen.

II. SCHEDULED AGENDA ITEMS

At 6:32 pm a motion was made by Janvrin to enter Non-Public Session pursuant to NH RSA 91-A: 3 II (c) to discuss a personnel matter. Barham seconded and the roll call vote was approved unanimously 3-0; Cordes – yes; Janvrin – yes; Barham – yes.

At 7:10 pm motion was made by Janvrin to return to public session. Barham seconded and the roll call vote was approved unanimously 3-0; Cordes – yes; Janvrin – yes; Barham – yes.

Motion was made by Janvrin to seal the minutes of the first non-public session indefinitely. Barham seconded and the vote was approved unanimously 3-0; Cordes – yes; Janvrin – yes; Barham – yes.

Butler and Olsen then began to review the line items in the 2019 budget proposal that have changed from the current year. This began a line item review of these areas including:

- Small increase in dues
- Increase in weekend duty to cover a full year of the \$250 per weekend. This led to some discussion on how this would be covered once paid on call time is in place for weekends. Butler anticipated no changes as the Duty Officer would still need to do the chore list of daily tasks in addition to being on call.
- Uniforms and Gear – there are six sets expiring that need replacement next year. This was discussion in terms of buying additional gear as per diem staff may come on board as well. Some of the Department’s current roster would have the necessary cross training and certification to be part of the per diem staff, but it is not anticipated that in house personnel could fill every open shift.
- EMS training stays the same and there was discussion on how points are issued for training.
- Vehicle repairs include some added work to the Rescue truck and the Utility being fixed.
- New equipment line was reviewed in terms of the items being ordered this year (fire extinguishers, ladders, replacement SCBA masks).
- Communications includes replacement of four more portables next year and the software package “I am Responding” or the like. This is approximately \$800 to \$1,200 per year depending on the vendor.
- Mileage needs to be increased as the cost to send one firefighter to Firefighter I training in Concord and Newmarket was \$900 this year. It was decided to move this to \$1,000 within the request.

Butler was asked to enhance the rationale section of the budget to include more details on these line items to answer the questions about exactly what is planned. “I Am Responding” has been discussed at length at the different FRD work groups, but it was not mentioned in the text of the narrative. More information will help voters and the Budget Committee gain a much better understanding of the Department’s needs.

The total proposed budget for 2019 is \$212,769. There will be further discussion at the next meeting.

Copies of the DayStar summary report and quote for Fire Rescue computer upgrades was shared. Butler was asked to take a hard look at his 2018 budget and make a list of all items ordered, and that which he is planning to order, and to get those orders done as soon as possible. Carlson asked him to meet with her to review this, and get Purchase Orders in place so that a true picture of the year end can be reviewed. The

computer work is necessary, and the sooner it gets done the better. The oldest of the current Department computers is a 2007 vintage, well outdated and the entire network needs updating and replacement, along with a printer and a network separation from the Police Department.

Butler will be at the Board's meeting of October 4 at 7:00 pm to make a presentation of the budget during a live broadcast meeting so that the information will begin being available to the Community relative to the coverage needs.

Olsen and Butler left the meeting at 8:10 pm.

III. ANNOUNCEMENTS

1. Hazardous Waste drop-off day will be held on Saturday September 29, 2018 from 9:00 am to 12 noon at the Brentwood Highway Shed. Information is in the September Newsletter and posted on the trash and recycling page of the Town website.
2. The Planning Board's North Road Scenic Road Public Hearing will be held on Wednesday October 3, 2018.
3. The Library, along with Conservation and Open Space will hold a community event on Saturday October 13, 2018 at the Library from 11:00 am to 1:00 pm.
4. The Fremont Planning Board will host a special session on Wednesday, October 17, 2018 at 6:30 pm at the Fremont Town Hall in the basement meeting room to discuss proposed changes to the Fremont Zoning Ordinance including a new definitions section, changes to the zoning districts, and changes to the table of permitted and prohibited uses within all districts.
5. Fall Bulky Day will be held on Saturday, October 20th from 8:00 am to noon.

IV. APPROVAL OF MINUTES

Selectmen reviewed a draft of the 20 September 2018 minutes. Motion was made by Janvrin to approve them as written. Barham seconded and the vote was approved 3-0.

V. OLD BUSINESS

1. Janvrin reported meeting today at 11:00 am with Leon Holmes Jr and Jeff from GMI at the Safety Complex to review the paving work. The contractor proposed milling and overlaying the parking lot driveway from the road in to the end of the first parking lot. The rest of the driveway and around the building needs to have the grade lowered and be completely redone to get the grade to pitch the correct way and get the water away from the building. Janvrin said that a quote would be available within a couple of days. This is projected to be a budget item for 2019.
2. Selectmen signed all of the letters reviewed and revised on Thursday evening. This includes tax payment letters to Larry & Nancy Lourette and Pat Sullivan regarding tax payment plans.
3. Selectmen continued discussion on vacation carryover information and the request letter from Sergeant Larochelle. Carlson presented a spreadsheet of all earned time currently shown on the Town's books (full and part-time). The Board is reluctant to pay out, and rather wants to encourage people to take the time off. The Board discussed the problems associated with carryover and that this will be a perennial problem. Once the PD is at full staffing and the two new officers are ready to go in the spring of 2019,

the Board wants people to begin planning and scheduling time away. Whatever carryover decision is made will be left until later in the year.

The Board also discussed using any old 2018 time carried over no later than August 1, 2019. There will be further discussion on how to carry it over and how best to plan and schedule for using it. The Board is inclined to allow for an exception this one time, given the scheduling problems in the PD this year. This also includes the PD part-time staff who are eligible and have earned vacation.

4. Selectmen reviewed an updated proposal from Lane Roofing relative to the Safety Complex Roof project. The additional follow-up information and costs was presented and the references are all favorable. The Board is comfortable with the meeting with Lane last Thursday and that he has all aspects of the projects covered.

Barham moved to accept the proposal as updated from Lane Roofing in a total amount of \$43,950 for the scope of work as discussed and including ice and water shield 18 inches up the cheek wall and reflashing; ice and water shield up 12 feet from the eave of the roof (needs to be confirmed this means the drip edge); and replacing the steel flashing boots on the two chimney/vent pipes; and that the work be complete no later than Friday November 2, 2018. Janvrin seconded and the vote was unanimously approved.

5. The Barthelemy ZBA meeting is tomorrow evening, and the Board reviewed the waiver as edited by Town Counsel and an updated letter to the ZBA with a comment sheet. With all in order as discussed, Cordes moved to sign the letter to the ZBA with the comment sheet. Barham seconded and the vote was approved 2-0-1 with Janvrin abstaining.

6. Selectmen had read through the October Newsletter. Several changes were discussed, and with those all edited, the Board approved the October issue.

VI. NEW BUSINESS

1. As there is no meeting on Thursday night, the Board discussed a plan for approval of the Accounts Payable manifest for the current week. Janvrin moved to authorize payment of the manifest this week with the approval of Carlson and one Selectman. Barham seconded and the vote was approved. All Board members will be contacted once the manifest is completed. The decision also includes that the manifest will be approved by the full Board at the meeting of October 4, 2018.

2. Selectmen reviewed the folder of incoming correspondence.

3. Budget reviews:

4520 Parks & Recreation: Selectmen reviewed the Parks & Recreation budget as submitted thus far. Carlson had put the proposal together with the 2018 summer camp staff, with Jon Benson having done all the field improvements and edits to the events section, and Nicole Cloutier weighing in on the Camp and other activities lines. The next Parks & Recreation meeting is tomorrow night and the Board would like to hear a report from them about the budget before taking any further action. Chairperson Nicole Cloutier will be contacted to get this information to Carlson as soon as possible after the meeting.

VII. WORKS IN PROGRESS

1. The Annual Snowmobile Grass Drag Event will be held on Columbus Day Weekend.

2. The trash & recycling RFP is posted. The bidders meeting will be held at 7:45 pm on Thursday

October 4, 2018 at the Town Hall, as part of a Selectmen's Meeting.

3. The Budget Committee schedule for the fall season has been posted and published. It is weekly from now through December 19th on Wednesday evenings at 7:00 pm, except the week of Thanksgiving. The public budget hearing is scheduled for Wednesday, January 9, 2019.

4. Carlson was asked to follow-up with Matt Pitkin on the list of outstanding electrical items at the Safety Complex, as well as with Fremont Glass and Garage Door about the man doors at the Complex which are in disrepair.

5. The Board asked about the Library Trustees being presented with the quote from Alpha Builders. Carlson had discussed this today with Eric Abney. Selectmen felt strongly that an overall plan of the building and all its systems (HVAC to cover all the AC equipment and the five furnaces), fire suppression systems and appliances/devices, needed to be put together.

6. Carlson circulated copies of an email from Virtual Town Hall about their software changing and the town being forced into an update of the website. It can be funded over a three year period. Barham asked for Carlson to look into email through the website as well. This will be covered in more detail with the Government Buildings budget.

VIII. NON-PUBLIC SESSION pursuant to NH RSA 91-A:3 II

At 8:50 pm motion was made by Janvrin to go into non-public session briefly to discuss another personnel matter pursuant to NH RSA 91-A:3 II (c). Barham seconded and the roll call vote was approved unanimously 3-0; Cordes – yes; Janvrin – yes; Barham – yes.

At 8:55 pm motion was made by Janvrin to return to public session. Barham seconded and the roll call vote was approved unanimously 3-0; Cordes – yes; Janvrin – yes; Barham – yes.

The next regular Board meeting will be held on Thursday October 4, 2018 at 6:30 pm at the Fremont Town Hall, basement meeting room.

With no further business to come before this meeting, motion was made by Janvrin and seconded by Barham to adjourn the meeting at 8:56 pm. The vote was approved 3-0.

Respectfully submitted,

Heidi Carlson
Town Administrator