

**I. CALL TO ORDER** The meeting was called to order at 6:30 pm at the Fremont Town Hall basement meeting room. Present were Selectmen Gene Cordes, Neal Janvrin, and Roger Barham; Town Administrator Heidi Carlson and Selectmen's Clerk Jeanne Nygren. Also present was Fremont School Board member Gordon Muench. The meeting is a live broadcast by Bruce White of FCTV. All rose for the Pledge of Allegiance.

## **II. ANNOUNCEMENTS**

1. The Library, along with Conservation and Open Space will hold an event on Saturday October 13, 2018 at the Library from 11:00 am to 1:00 pm. The Scarecrow Contest is in full swing. Stop by the Library for details!
2. 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.
3. Fall Bulky Day will be held on Saturday, October 20<sup>th</sup> from 8:00 am to noon. Volunteers are still needed.
4. Voting for the November Election will take place at Ellis School on November 6<sup>th</sup> with polls open 7:00 am to 8:00 pm. Contact the Town Clerk for absentee ballots or other election information.
5. The Veteran's Open House will be held on Monday November 12, 2019 from 5:00 to 7:00 pm at the Fremont Public Library.

## **III. LIAISON REPORTS**

Janvrin attended the October 8, 2018 FCTV meeting. The Committee voted to purchase new computer (up to \$1,500) and Janvrin suggested obtaining prices from Staples and Daystar to compare prices and get the best price. FCTV has both Channel 13 and Channel 22 available for live broadcasting of meetings that may occur at the same time. The monitors are being used at the Library but speakers will need to be placed on these monitors for better acoustics. Bill Millios is working with Bruce White to assume the Coordinator position sometime next year, and the backup coordinator position is being discussed. Janvrin asked to have Jay Somers from Comcast contacted to have FCTV convert to an HD system. Carlson will make this contact.

Cordes recapped the October 10, 2018 Budget Committee meeting. The Committee reviewed the Fire Rescue Department operating budget proposal for 2019. Several line items were not recommended, with a total reduction of \$8,750 and a recommended total of \$204,269 for 4220 Fire Rescue Department. They reviewed the Warrant Article proposals for per diem and evening/weekend call coverage but made no decisions. There were many questions remaining with respect to missed calls, whether fire or EMS, times left uncovered, availability of other sources, and pay rate that all needed to be addressed.

Their meeting next week will be held at the Ellis School for a tour of recent improvements at 7:00 pm, followed by the regular business meeting at approximately 8:00 pm in the School Library. Department and Committee budget appointments will resume at the Town Hall on October 24<sup>th</sup>.

## **IV. APPROVAL OF MINUTES**

A motion to approve the minutes of the October 4, 2018 meeting was made by Barham and seconded by Janvrin. The vote was unanimous 3-0.

## **V. SCHEDULED AGENDA ITEMS**

6:45 pm Public Input - none

At 7:00 pm Road Agent Leon Holmes Jr met with the Board to discuss proposed Highway Warrant Articles. He is submitting three 2019 Highway Department Warrant Articles as follows:

1. CRF Bridges - \$25,000 to be placed in the Bridge Construction and Reconstruction Capital Reserve fund to be used on Martin Road and Scribner Road bridges which have been identified by the State on the Red List. The State will pick up 80% of these costs and the Town the remaining 20% once we are secured a place on the NH Bridge Aid funding list. A motion was made by Barham to recommend the Bridge Capital Reserve Fund in the amount of \$25,000. This was seconded by Janvrin. The vote was unanimous 3-0.
2. CRF Highway Equipment - \$25,000 to be placed in the Highway Equipment Capital Reserve Fund for replacement of highway equipment. The Road Agent mentioned future replacement of the Town's backhoe, and one ton vehicle when necessary. A motion to recommend \$25,000 in the Highway Equipment Capital Reserve Fund was made by Barham and seconded by Janvrin. The vote was unanimous 3-0.
3. Chester Road Reconstruction

Holmes Jr laid out the three options which have been priced out by the Town's engineer. This includes various levels of repair to Chester Road. All include the full length of Chester Road (6,970 feet) from Sandown Road to the Chester Line, 22 feet wide.

Option 1. \$136,900 to overlay the whole distance. Holmes said there were 9 test pits done and the water table in some areas was at three (3) feet. This is why there is such damage and heaving with the frost getting into the road. Holmes nor the engineer recommended this as it is only a bandaid approach.

Option 2. \$279,388 for complete road reclamation, rip up, grind up, roll down, compact and pitch for water to run off, add 18 inches of gravel on worse section of road (entrance ) and area between Donigian's properties. Additional fabric to keep water from coming through, 2 ½ inch binder course only and pave the road. Of the nine culverts, three need to be replaced which will be taken out of the highway operating budget along with tree removal. (This was amended down from \$287K during discussions about the amount of contingency).

Option 3. \$413,000 completion of road as laid out in Option 2 plus 1 ½ inch finish overlay.

Holmes said he thought it would be good to do what was done on Red Brook Road, doing the base in 2019 and do the finish in 2020, so that the tax impact is not so steep.

Selectmen were all in agreement with Option 2. A motion was made by Janvrin for Option 2 to be presented as a Warrant Article in the amount of \$279,388. This was seconded by Barham. The vote was unanimous 3-0.

At 7:20 pm Cemetery Trustees Steve Harms and Jeanne Nygren presented the 2019 operating budget request for \$31,050. Harms stated he has been Trustee for 12 years and this budget hasn't changed for all those years. An explanation for the substantial increase was provided. There are two major cemeteries in Fremont requiring upkeep 8 months a year. From past budgets a more defined breakdown of jobs and

responsibilities have been outlined. Village Cemetery has been the prime focus for many years but there are no new grave lots available for sale at Village. Leavitt Cemetery has 650 graves available for future use. With this in mind, a lot of preparation of land needs to be considered for future burials, shed and equipment purchases, potential repair to another stone wall, upgrade of well for water availability, and restoration of graves in the old section of this cemetery.

Upkeep of mapping and records is being assigned to the Sexton along with meeting with family members at time of selling a burial lot, coordination with the Cemetery Superintendent, recording deeds and an updated file system necessary to maintain accurate records.

Other line items in this budget have been increased due to necessary purchases above, increase in cost of electricity and fuel, equipment repairs, loam, seed and fertilizer. Twice a year spring and fall clean ups are done at both cemeteries which cost upward of \$3,000 as the Town does not own any heavy equipment to have it done properly.

Leavitt is mainly the only cemetery available for resident future burials and still needs a lot of work.

A motion was made by Janvrin to recommend \$31,050 for 4195 Cemetery 2019 operating budget. This was seconded by Barham. The vote was unanimous 3-0. Nygren and Harms thanked the Board. Harms left the meeting at 7:30 pm.

At 7:35 pm Building Inspector Gregg Arvanitis met to present his 2019 operating budget and give the Board an update on his first six months in Fremont. Arvanitis said this past week has been busy with 3 days of training and with the Grass Drags last weekend, including the food vendor inspections. He really enjoys the position, likes Fremont and the job. He has been handling some of the code enforcement problems as well. At his initial interview he requested a higher starting wage but was hired in line with the former inspector's wage. He feels with his experience and job performance he would like this adjusted to his request. A motion was made by Janvrin to recommend \$25.00 per hour for his salary and adjust the budget to reflect this effective for April 1 next year. This was seconded by Barham. The vote was unanimous 3-0. Other line items in the budget were also recommended, and Carlson will do the math and update the Board with the number.

At 8:00 pm Fire Chief Richard Butler came in to follow up on the proposed Fire Rescue Warrant Articles as follows:

To see if the Town will vote to raise and appropriate the sum of \$113,732.23 for two firefighter/EMTs from 0700hrs-1700hrs weekday coverage 100 hours per week multiplied by fifty-two weeks (52) which equals five thousand two hundred hours \$6=5,200) hours minus eight (8) Holidays that equal one hundred twenty eight (128) hours for the total of five thousand seventy-two (5,072) hours. If passed this article will be part of the future operational budget.

To see if the Town will vote to raise and appropriate the sum of \$87,661.55 for two Firefighter/Medical responders that will cover nighttime and weekend hours. Nighttime coverage will be one hundred twenty (120) hours per week multiplied by fifty two (52) weeks equaling six thousand two hundred forty (6240) hours. Weekend coverage consisting of ninety six (96) hours per week multiplied by fifty two (52) weeks equaling four thousand nine hundred ninety two (4,992) hours.

Carlson explained that the actual articles will be written with the number for three-quarters of the year, and to include clearer language.

Cordes asked for more information be produced to present to the Budget Committee and residents to be able to understand the scope of these requested Warrant Articles and their impact. There is more information needed on call volume, missed calls and when those are occurring. The two months of data presented so far indicate that 50% of the calls are being missed, whether it is day or night, in terms of a Fremont response.

Carlson has spoken with Chief Butler and Chris Olsen to begin working on more information produced and put into a presentation. The Chief will gather data back to January of 2018 and put it together, separated by AM, PM coverage and days of the week, frequency. Missed calls, what time of day, and what the frequency is, are additional data points the Board wants to see. Of the personnel, what number there is certified at EMS and FF levels, and number cross-trained. Butler was also asked about pay rates in other towns using per diem coverage along with other forms of compensation plans? The Board asked for additional information on what other communities are doing as well.

Barham will have this data sent to him as he will prepare a power point presentation. This will be also placed on FCTV for residents viewing.

A meeting is planned for Monday October 22, 2018 at 7:00 PM at the Safety Complex to review all this data and talk to the membership at large. Chief Butler will contact his membership to ask them to be in attendance. Butler was thanked and he left the meeting at 8:35 pm.

#### **VI. OLD BUSINESS - none**

#### **VII. NEW BUSINESS**

1. A motion to approve the accounts payable manifest for \$51,028.35 dated October 12, 2018 was made by Barham and seconded by Janvrin. The vote was unanimous 3-0.

2. Selectmen reviewed the folder of incoming correspondence.

3. Selectmen reviewed the warrant presented by the Town Clerk for notification of the upcoming General Election Warrant for Governor, US Representatives, Executive Councilor, State Senator, Representatives and County Officers, as well as Constitutional Amendment questions, to be held on November 6, 2018 at Ellis School with polls open from 7:00 am to 8:00 pm. A motion was made by Janvrin and seconded by Barham to sign the Warrant. The vote was unanimous 3-0. A copy was posted at the Town Hall this evening.

4. Budgets reviewed:

**4316 Street Lights:** A motion to recommend \$5,700 for 4316 Street Lights was made by Janvrin and seconded by Barham. The vote was unanimous 3-0.

**4520 Parks & Recreation:** The summer camp program was reviewed. The Director is proposing 2019 a five week camp program, five days a week from 8 am to 4 pm with no before or after care and three field trips a week. This year they were primarily educational trips and at less cost. More details will be provided for further review next week. Selectmen asked for Commission members to attend next week to discuss the budget.

The Health Insurance rates have come in at a 10% increase. Carlson will try and get this budget together for next week also.

The Selectmen reviewed the following Warrant Articles and made their recommendations:

1. To see if the Town will vote to establish an expendable trust fund under the provisions of RSA 31:19 a, to be known as the Fremont Computer Equipment Expendable Town Trust Fund for the purpose of funding computer equipment for the Town of Fremont and to raise and appropriate four thousand dollars (\$4,000) to be placed in this fund and further to name the Board of Selectmen as agents to expend. A motion to recommend the Computer Equipment Expendable Town Trust Fund in the amount of \$4,000 was made by Barham and seconded by Janvrin. The vote was unanimous 3-0.
  2. To see if the Town will vote to raise and appropriate the sum of five thousand dollars (\$5,000) to be placed in the Library Building Maintenance Expendable Town Trust Fund. A motion to recommend \$5,000 into the Library Building Maintenance Expendable Town Trust Fund was made by Barham and seconded by Janvrin. The vote was unanimous 3-0.
  3. To see if the Town will vote to raise and appropriate the sum of twenty-five thousand dollars (\$25,000) to be placed in the Bridge Construction and Reconstruction Capitol Reserve Fund. A motion was made by Barham to recommend \$25,000 for the Bridge Capital Reserve Fund. Janvrin seconded and the vote was unanimous 3-0.
  4. To see if the Town will vote to raise and appropriate the sum of forty-nine thousand five hundred fifty dollars (\$49,550) to continue the Public Health Mosquito Control Program. A motion to recommend \$49,550 for the Mosquito Control Program was made by Janvrin and seconded by Barham. The vote was unanimous 3-0.
5. Selectmen reviewed a letter from John Whiteside about use of the second floor of the Town Hall for musical performances. Board members in general thought this was a good idea, if all the logistics can be worked out. This will be followed up in a couple of weeks with a meeting with the Board and a request for specific dates and plans by the group.
6. The tax rate for 2018 has been set by NH DRA at \$29.40, which is up \$0.21 over the 2017 rate. The final updates to all of the assessing and ownership information are being completed now and the bill work will be done shortly. It is anticipated bills will be out before the end of October and due December 3, 2018.
7. Selectmen reviewed General Ledger entries to backtrack the expenses for maintaining the lawn and grounds at the Olde Meetinghouse (from the Cemetery budget). A motion was made by Janvrin to approve the General Ledger journal entries for the work allocated to Meetinghouse maintenance for the current season (which was all charged against Cemetery) includes monthly allocation of hours for May through September of \$600. Barham seconded and the vote was unanimous 3-0.

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

1. Trash bids and Bulky Day dumpster bids are due next Thursday October 18<sup>th</sup> no later than 5:00 pm in the Selectmen's Office.
2. The Budget Committee schedule for the fall season has been posted and published. It is weekly from now through December 19<sup>th</sup> on Wednesday evenings at 7:00 pm, except the week of Thanksgiving. The public budget hearing is scheduled for Wednesday, January 9, 2019.
3. The next SRRDD 53-B meeting will be held on Wednesday October 17, 2018 in Rye at 6:30 pm, and Janvrin is planning on attending.
4. Gene Cordes drafted a Capital Needs Assessment list relative to last week's discussion about the

Library list, and it was shared with Eric to share with Trustees on Monday this week. Copies were circulated for Board review.

Janvrin asked if there was any more thought on preparing a Warrant Article for the \$103,000.00 needed to reclaim, pave and level the parking lot at the Safety Complex. Cordes wants to look at this project again before any decision are made.

At 9:00 pm Janvrin moved to enter non-public session pursuant to NH RSA 91-A II (c) to discuss a personnel matter. Cordes seconded and the roll call vote was unanimously approved 3-0; Cordes-yes; Janvrin-yes; Barham-yes.

Nygren left the meeting at 9:02 pm.

Respectfully submitted,

Jeanne Nygren  
Selectmen's Clerk

Jeanne Nygren left the meeting after the motion for entry to non-public session was made.

The Board was saying good evening to Gordon Muench after the motion was made, but it led to an overall general discussion about the joint School Board meeting with Sanborn on Wednesday night as well as overall town and school budgeting concepts. He mentioned the need at some point to look at overall building maintenance and having a more comprehensive plan for upkeep and maintenance of same. He said that we have a lot of people in the community doing this maintenance and oversight work, some for free, but that the town would be better served in general looking at the overall building and systems health from a more comprehensive view. We have continued over many years to make repairs with bandaids and by the time those fixes are made, it is often too late.

There was discussion about the Town's relationship with Sanborn over the years prior to the current contract, and through the current contract cycle, costs for tuition and capital items, as well as the changing numbers of enrollment here and in other areas.

There were several ideas generated and discussion about the matters facing the community.

The Board thanked Muench for his interest in their meetings and there was general discussion about overall activity of the many town and school activities, boards and commissions.

Muench left the meeting at 9:25 pm at which time the Board went into their non-public discussion.

At 9:50 pm Janvrin moved to return to public session. Barham seconded and the roll call vote was unanimously approved 3-0: Cordes – yes; Janvrin – yes; Barham – yes.

There was overall discussion about wages in Fremont. The Board looked out to their schedule next week and the budgets remaining to be finished.

With no further business to come before the meeting, at 10:00 pm a motion was made by Janvrin to adjourn. Barham seconded and the vote was approved 3-0.

**Approved 10/17/2018**

Barham and Carlson went to the third floor to retrieve some of the Earth Day roadside cleanup bags for Nancy Murray to hand out at Saturday's community event at the Library. Anyone wishing to do any fall roadside cleanup can go to the Library on Saturday from 11:00 am to 1:00 pm for the cookout, to pick some up, or stop at the Selectmen's Office during business hours to pick up bags.

Respectfully submitted,

Heidi Carlson  
Town Administrator