

**I. CALL TO ORDER** The meeting was called to order at 6:30 pm in 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 School Board member Gordon Muench. All rose for the Pledge of Allegiance. The meeting is a live broadcast by Bruce White from FCTV.

## **II. ANNOUNCEMENTS**

1. Wreaths of Remembrance will be placed at Arlington National Cemetery as well as at town and city monuments across the United States as a part of the Wreaths Across America Program. Honoring those who have defended our country helps us remember and appreciate their service and our freedom.

On Saturday, December 15, 2018 at 12 NOON, a Wreath of Remembrance will be placed at the Veterans Memorial Monument in front of the Fremont Town Hall. The Peoples United Methodist Church will lead a brief service honoring our troops both past and present. Refreshments will be served in the Town Hall following the ceremony. All are welcome.

A special presentation of the Boston Post Cane will take place immediately following the Wreaths Ceremony at the Town Hall. Please join us in this timeless New England tradition!

2. **HOLIDAY CLOSURES:** All Town offices will be CLOSED Monday and Tuesday, December 24 and 25 for Christmas and on Tuesday January 1, 2019 for New Year's Day. There is a one day delay in trash collections during both the weeks of Christmas and New Year's.

3. Petition Warrant Articles are due by 12 noon on Tuesday January 8, 2019 to the Selectmen's Office.

4. The Public Budget Hearing will take place at 7:00 pm on Wednesday January 9, 2019 at the Town Hall, basement meeting room. The snow/continuation date is Thursday January 10<sup>th</sup> at 7:00 pm. The Budget Committee will convene at 6:30 pm to review petition articles and other late submissions.

## **III. LIAISON REPORTS**

Cordes reported at the December 12, 2018 Budget Committee meeting they reviewed the Town Warrant Articles which still needed recommendations. That included a discussion and vote on the new police officer, which they did not recommend 2-6. The Article for the EMS hourly coverage was recommended 8-0. With regard to the School District Warrant Articles to place \$200,000 of the reserve fund balance aside, this will be further discussed at their next meeting on December 19<sup>th</sup>.

## **IV. APPROVAL OF MINUTES**

A motion to approve the minutes of the December 6, 2018 meeting as written was made by Janvrin and seconded by Barham. The vote was unanimous 3-0.

## **V. SCHEDULED AGENDA ITEMS**

6:45 pm Public Input - none

At 7:06 pm Bruce White came in from the Control Room to discuss the FCTV Assistant Coordinator Position. As he is relinquishing the Coordinator position in the future, he feels it is important to have an Assistant Coordinator position as FCTV Committee members move toward support of Bill Millios taking the role of assuming this position. White explained that he will be assistant coordinator and back up until

Mr. Millios is sufficiently trained and comfortable doing the Coordinator position. White was thanked by the Selectmen for the past five years of his dedication to FCTV, which has been extremely successful. White added that FCTV is still trying to solicit camera personnel to help with the filming of meetings. A three-year budget trending report was prepared by Carlson and the franchise fees that are collected yearly will support this expense. The Committee wants to build this fund up to \$30,000.00 before purchasing a second camera to assist as a backup.

A motion was made by Janvrin to recommend the FCTV Assistant Coordinator position with a stipend at \$50.00 a week until next year. This was seconded by Barham. The vote was unanimous 3-0. This will be reevaluated in the future to see if continued support in this area is needed.

## **VI. OLD BUSINESS**

1. The following list are the employees requesting carry over of vacation time (in hours) and payout which has been discussed at prior meetings:

Jason Larochelle – carryover 40, payout of balance 73  
Jon Twiss – carryover 40, payout of balance 9  
Heidi Carlson – carryover 40  
Mary Pinder – carryover 5.5  
Kurtis Boissonneault – carryover 22  
Greg Huard – carryover 31.5

A motion was made by Janvrin to approve the uniformed police personnel carry over of 40 hours to be used by August 1, 2019 and the remaining hours paid. This was seconded by Barham. The vote was unanimous 3-0.

A motion to approve the carry over request for non-uniformed personnel (2 employees) to be used by May 1, 2019 was made by Barham and seconded by Janvrin. The vote was unanimous 3-0.

2. Carlson presented a budget printout for review, showing expenses to date and forecast through year end. Updated revenue and tax impact reports as shared with the Budget Committee last night were also circulated. This will continue to be updated weekly.

3. Carlson circulated an update 2019 Town meeting Warrant with final Budget Committee recommendations from last night. Narrative selections are still to be further updated. Any Board comments and input for the Warrant Article Narrative are welcomed.

Carlson will prepare a spreadsheet with the year-end projects left to be completed with their targeted costs needed to see if residual budget money this year can be sufficient to complete or needing to encumber funds. This list at the present time includes:

HW Mower – Holmes said that he has a second quote which is \$500 less than the \$7,000 carried in the budget. He explained that he wants to get a commercial model and not homeowner type due to the type of work it will be doing.

Road Agent Leon Holmes reached out to the sweeper manufacturer who is willing to help with some funds reimbursement for the repairs.

Other items on the list include the water system and paving at the Safety Complex, Town Hall parking lot sealcoating and third floor HVAC installation, Highway Shed roof, meeting room tables, and additional work committed to on the MRI Study, Phase III.

Carlson noted that Holmes Jr is getting another price on a commercial mower and meeting with GMI next week to price out the Town's proposed paving projects.

Carlson then advised the Board that earlier tonight she received a request from Nicole Cloutier for a Warrant Article to change the Town Clerk's compensation from the current salary to statutory fees. The Selectmen would like to meet with the Clerk to further discuss.

## **VII. NEW BUSINESS**

1. A motion was made by Barham to approve the payroll manifest of \$27,466.59 for the current week dated December 14, 2018 and seconded by Janvrin. The vote was unanimous 3-0. A motion to approve the accounts payable \$52,914.55 manifest for the current week dated December 14, 2018 was made by Barham and seconded by Janvrin. The vote was unanimous 3-0.
2. Selectmen reviewed the folder of incoming correspondence.
3. A motion to approve FCTV Revolving Fund Manifest 2018-26 in the amount of \$99.75 to cover five months of the static IP address for FCTV (billed on the Town's phone/internet invoice monthly) was made by Janvrin and seconded by Barham. The vote was unanimous 3-0.
4. Janvrin along with Carlson will meet with the Road Agent to interview a Highway Department candidate applicant at 11:00 am on Tuesday December 18th at the Town Hall.

## **VIII. WORKS IN PROGRESS**

The Town's Deliberative Session will be held on Monday February 4, 2018 at 7:00 pm in the Ellis School Gym. The snow date is Wednesday February 6, 2018.

Candidate declaration begins on Wednesday January 23, 2019 and runs through Friday February 1, 2019. See the Town Clerk to sign up. The last day to register to vote prior to Deliberative Session is Tuesday January 22, 2019 with the Town Clerk (7:30 am to 3:00 pm) or Supervisors of Checklist (7:00 to 7:30 pm).

At 7:18 pm Janvrin moved to recess the meeting until 7:30 pm at which time the Board plans to start a non-public session.

Nygren left the meeting at 7:21 pm.

Just before 7:30 pm members of the Fire Rescue Department joined the meeting. This included Richard Butler, Vincent O'Connor, John Linville, Ron DeClercq, Kevin and Danielle Zukas, Ryan Dame, Kevin O'Callaghan, Bryan Bielecki, Joel Lennon, Seth Wood and Matt Griswold.

Respectfully submitted,

Jeanne Nygren  
Selectmen's Clerk

At 7:30 pm Cordes returned the meeting from recess. Janvrin made a motion to enter non-public session pursuant to NH RSA 91-A:3 II (c) to discuss a personnel matter. Barham seconded and the vote was unanimously approved 3-0 with a roll call vote; Cordes – yes; Janvrin – yes; Barham – yes.

At 9:25 pm members of the Fire Rescue Department left the meeting. Selectmen continued to meet in non-public session to discuss recent unrest with regard to developers and the Town's consulting engineer.

At 9:59 pm motion was made by Janvrin to return to public session. Barham seconded and the vote was unanimously approved 3-0 with a roll call vote; Cordes – yes; Janvrin – yes; Barham – yes.

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

Selectmen will continue to work on the list of encumbrances and Carlson will bring forward the list next week on the current expense report so that the cumulative totals are evident.

With no further business which may legally come before this meeting, motion was made by Janvrin to adjourn at 10:03 pm. Cordes seconded and the vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson  
Town Administrator