

**I. CALL TO ORDER** The meeting was called to order at 6:30 pm in the basement meeting room at the Fremont Town Hall. In attendance were Selectmen Gene Cordes and Neal Janvrin; Town Administrator Heidi Carlson; Selectmen's Clerk Kathy Clement and School Board Member Gordon Muench. Also at the meeting were residents Tom McCutcheon, Michael & Barbara Malloy, Bob Soucy, and Jeff Woodman. All rose for the Pledge of Allegiance.

## **II. ANNOUNCEMENTS**

1. The Zoning Board of Adjustment meeting scheduled for June 25<sup>th</sup> has been cancelled as there are no pending applications.
2. A Public Hearing will be held on June 27 at 7:15 pm relative to amending the Town's Thru Trucking Ordinance.
3. Tax bills are due Tuesday July 2, 2019. If you have not received yours, please call the Tax Collector.
4. The Town Clerk Tax Collector begins summer hours in July. Effective July 1 the office is CLOSED on Mondays.

## **III. LIAISON REPORTS**

06/17/2019 FCTV Committee: Janvrin reported that Bruce White will be resigning from the Assistant Coordinator position and after some discussion the Committee decided that they do not need to hire another Assistant Coordinator but will find someone that do this task on an on-call or as-needed basis and be paid accordingly.

There has been discussion about the number of non-meeting type events that are recorded to play on FCTV and many more that they would like to film for resident viewing. There has been an ongoing discussion on changing the status to pay the camera operators for this instead of the current status as a volunteer opportunity. Volunteers are increasingly difficult to find. The Committee voted to recommend to the Selectmen that the camera operators for Town and School events be paid the same fees as they would for meeting meetings, including the extra stipend if there is set up and break down required, depending on the location. Carlson asked for a copy of the minutes to update the Town Policy for camera operators pay. From there, the Board of Selectmen can approve the change on that schedule.

Felicia Augevich has resigned from the FCTV Committee.

There will be no meeting in July, the next meeting will be August 19, 2019.

06/19/2019 Planning Board: Barham send in an email update of the Planning Board meeting from Wednesday June 19, 2019. The following topics were discussed:

1. Continued Business:
  - a. Town Engineer:
    - i. The Board reviewed and amended proposed changes to the Town regulations regarding appointing Town Engineer for project review.
  - b. School Impact Fees:
    - i. The Board reviewed the existing Impact Fee Ordinance.
    - ii. The Board would like to recommend to the BOS that given the declining school numbers and current spare student capacity, the impact fee be reduced to \$0, and

- the Board would periodically monitor the situation in the coming years (in accordance with the Ordinance) and make future adjustments as necessary.
- iii. The Board requested that Town Counsel review the Board's wishes to confirm that this action was permitted.

2. New Business:

- a. Planning Board Meeting Schedule:
  - i. July 3 rescheduled to July 10.
  - ii. July 17 rescheduled to July 24.
- b. Master Plan Updates:
  - i. The Board discussed options for updating chapters of the Master Plan.
  - ii. Potential chapters are the Vision Chapter (2013), and the Land Use Chapter (2010).

3. Circuit Rider Business:

- a. The Board signed the Circuit Rider Contract and forwarded it to the BOS.

The next meeting is scheduled for Wednesday July 10, 2019.

With regard to the School Impact Fee discussion, Janvrin mentioned having the School District look into buying a generator which would be a capital improvement. Muench will bring this to the School Board.

Carlson stated that there was significant research to complete to determine how such a process would be undertaken. The approval of the Ordinance was coupled with public hearings and the study completed at the time the fee was instituted.

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

Janvrin made a motion to approve the minutes of June 13, 2019 and June 19, 2019 both as written. Cordes seconded the motion and the vote was unanimous 2-0.

At approximately 6:45 pm Lewis Builders Representatives Josh Manning, Tony Augeri and Christine Lewis Morse came in to the meeting.

#### **V. SCHEDULED AGENDA ITEMS – times subject to change depending on flow of the meeting**

At 6:45 pm Jeff Woodman spoke to the Selectmen regarding a letter that he received about Bulky Day and questions that have been raised to Board members at various times about the items being dropped off by Mr. Woodman. He explained that the items that he brings to Bulky Day are all items that he has owned, many free items that do not last a long time and not items from a commercial business. Mr. Woodman also stated that the previous owner left many items on the property and it has taken him a few years to clean it out. The Selectmen thanked him for speaking to this and said they would follow-up with a letter. Woodman left at 6:52 pm.

At 6:55 pm Department Head Leon Holmes Jr, Road Agent came before the Selectmen to discuss the need for a part-time employee to help with traffic control and snow plowing and other jobs that need extra help throughout the year. Holmes is hoping for someone that could work as needed and not on a set schedule, maybe one or two days a week in the summer during the projects, and as needed to drive the one ton this winter. The Selectmen are supportive of this. This position will be listed on the Town Website and in the Newsletter.

Holmes also reported that Red Brook Road is complete and has one spot that gets a puddle, and this will be repaired. Bean Road is also complete. Tree work will be done on Chester Road and on Monday July 8 and Tuesday July 9 (weather permitting) the road will be closed for culvert work. The paving will necessitate a further closure but will depend on weather and GMI's schedule in the coming weeks. He is forecasting that all of the paving work will be done by the end of July.

The Board thanked Holmes for his time and he left at approximately 7:10 pm.

At 7:15 pm Josh Manning from Lewis Builders spoke to the Selectmen and Black Rock Village residents in attendance.

Cordes recapped the meeting and site walk last week and there was discussion about the fabric (which Manning thought was Petro Mat) and the status of what Manning termed driveways. Through much discussion over time, Lewis has restated that they feel the common driveways are not part of the roadway network within the site, and that the test cores done by SW Cole did not show the same pavement delamination issues that the roads have. Manning reports that Dan Tatem agrees with Lewis Builders on the driveway matter, and there were some Planning Board meeting minutes circulated over the past week documenting same.

Manning further added that the development plans of all the roadways are not the same for these areas in question in that there are no plan & profile plan documents for the access ways to the multi units and they do not have road names and had no inspections of the construction.

Janvrin questioned the use of stop lines at the end of the driveways (as an argument that they are roads and not driveways) and Manning stated that because there are four and eight units on the shared driveways (in three separate locations), Manning said they felt it was the right thing to do as a courtesy reminder. Because these were always on the plans as driveways and not roads they were not covered in the surety the Town currently holds. Lewis Builders agreed to take care of the uneven sidewalk pavement and residents in the audience confirmed this was done, and that they are happy with it.

The issue of the deceleration lane was discussed at length. The Selectmen were not satisfied with the condition of this. Manning said they are not planning to take care of any additional work at this location as it was in existence when Lewis Builders bought the project. He also stated that the NH DOT authorized driveway permit 06-167-186 for the driveway and deceleration lane on Route 107 and inspected and approved as constructed on October 4, 2005. He stated that he had spoken to James Hewitt from NH DOT and was told that the State has no issues with the deceleration lane. Following that, Lewis did some work just to improve the situation, but did not have a permit to do so. This led to additional review by the Town and the Town's consulting engineer. Lewis stated his opinion that Hewitt and the DOT do not feel that Lewis Builders needs to do more, but in an email to the Town earlier this week, Hewitt mentioned plans and a remedy to the situation that has been discussed repeatedly but never solved.

Cordes said that he had driven to the site during the rain this week to see what, if any, issues there were with the shoulder and the deceleration lane and said that he feels it still needs to be addressed. Manning was questioned about Lewis Builders having Can Brothers Paving putting a 1" overlay over the existing deceleration lane in October 2016 without a driveway permit. Manning stated that no changes were made, and he did not think he needed a permit. Manning stated that Lewis Builders bought an existing approved plan and now the Town and State want to make them go beyond what is needed to be done according to the approved plan. Manning claims there is no problem with the area but Cordes does not think there is sufficient drainage. Manning claimed that the shoulder issues were from plowing and that they do not own the lot on the corner. Cordes stated that they were not in consensus, and this would need to be handled outside of bonding. Christine Lewis Morse asked the Selectmen if they would allow the

State to make the decision about the deceleration lane as this is a State road and they have the final decision, and that Lewis Builders would do what the State recommended.

The Selectmen and residents agreed that this has been going on for a long time and they would like to see a solution soon. Manning claimed that the DOT would be fine with this if the Town was OK with it also. The residents in attendance stated that they do not know anyone who uses this lane as they were concerned that the low drain could cause damage to their vehicles and they did not think that it is really necessary. Lewis also stated that they were told that with the light amount of traffic on the road that this lane would not be necessary. The Selectmen decided to review the matter further and meet again.

Homeowner's Association President Tom McCutcheon asked the Board if they had received the letter from Attorney Ducharme on their behalf about concerns within the development. Selectmen had seen the letter, but it was lengthy and only received late this afternoon.

McCutcheon inquired further about the ripples in the roads where some of the repairs were done as they are very obvious. Cordes asked if Petro Mat was not used and it was an off brand, but Manning stated that it was not an off brand. Manning inquired of SW Cole (their engineer who did the remediation plan report) about how to cure this, and they do not recommend heating the areas as Dan Tatem suggested last week, fearing it would cause damage down the line. Manning said Cole suggested just letting wearing take care of it over time.

The residents were not happy with an imperfect fix and that it is getting worse not better. With the ripples in the road and the deceleration lane still outstanding Cordes stated that they were ok with a partial release. He encouraged Manning to talk to the State regarding the deceleration lane.

Janvrin made a motion to release \$140,744.00 of the surety that the Town has been holding and to continue to hold \$27,905 until the final items are addressed. Cordes seconded the motion and the vote was unanimous 2-0. The Selectmen thanked everyone for coming and they left at 7:54 pm.

At 7:55 pm Selectmen asked Fire Chief Rich Butler to come forward. He reported further on the need for MRI follow-up and said that after talking further with Chris Olsen (MRI) and some of the Officers, they feel that the Department is in good shape and that they should be able to keep moving forward without the regular consulting help. Olsen has told the Chief he would be willing to come back at any time if they needed him. Recently, Olsen facilitated the holding of the written test and oral board session. These are the next steps to provide an Officer Candidate list. Three members were involved in the testing process.

This testing is good for succession planning or development of new leaders moving forward. Cordes said the Board would be more involved in tracking and the Officers and ultimately Chief Butler would need to watch carefully the progress if MRI is no longer facilitating some of these things. There were ideas like still meeting with MRI quarterly or only calling them if it is needed. Cordes is concerned that things may start to slip and just wants to know what tracking or recording method they will be using to keep from falling behind. It was mentioned that Olsen has a strategic plan that he was referencing, and Carlson mentioned that we get a copy of the plan to have on hand, and perhaps get it electronically so it can be periodically updated.

Chief Butler is tentatively scheduled to come before the Board again July 11, 2019 to let the Selectmen know how things are going.

There was a brief discussion on the broken pipe at the Library and Carlson reported that there has already been an insurance claim placed.

The Selectmen thanked the Chief and he left at 8:10 pm.

## **VI. OLD BUSINESS**

1. The Thru Trucking Ordinance amendment will be discussed at a Public Hearing next week. Chief Twiss and Road Agent Holmes Jr will be present to review safety and road degradation/cost concerns.

## **VII. NEW BUSINESS**

1. The Selectmen reviewed the folder of incoming correspondence.

Janvrin made a motion to sign invoice #63889 for \$357.00 to the Town Attorney for Road Ordinance work. Cordes seconded the motion and the vote was unanimous 2-0.

Janvrin made a motion to approve and sign invoice #63888 in the amount of \$1,449.00 to the Town Attorney for work on Ferwerda project. Cordes seconded the motion and the vote was approved 2-0.

Janvrin made a motion to approve and sign the invoice from Stantec for work on the Sandown Road Bridge, invoice #1522505 for \$4,473.25. Cordes seconded the motion and the vote was approved 2-0.

2. Janvrin moved to approve the Accounts Payable manifest for \$368,956.95 for the current week dated June 21, 2019. This includes the final payment due to the School District for the 2018-2019 school year. Cordes seconded the motion and the vote was unanimous 2-0.

3. Janvrin moved to approve the July Newsletter with changes to be made by Carlson to include the updates on Chester Road work and closures as well as the posting for a part-time Highway employee. Cordes seconded and the vote was unanimous 2-0.

4. The Board reviewed a draft Payment Procedure Policy to clarify some processes. After a brief discussion it was agreed that this would be brought up again next week when the full Board was present to review and comment.

5. Janvrin made a motion to approve an application for Credit for Dodge's Agway. Cordes seconded the motion and the vote was unanimous 2-0. This is mainly for the Road Agent to get straw.

6. Selectmen reviewed the RPC Circuit Rider Contract for 2019-2020 which has been forwarded by the Planning Board after their review and approval. Janvrin moved to approve the RPC Circuit Rider Contract for 158 hours and authorize the Chairman to sign the contract. Cordes seconded the motion and the vote was unanimously approved 2-0.

7. Janvrin made a motion to sign the 2019 Warrant for Unlicensed Dogs from the Town Clerk. This was seconded by Cordes and the vote was 2-0.

## **VIII. WORKS IN PROGRESS**

1. Daystar was in the Town Hall today doing the annual technical alignment visit. This is an annual visit to be an autonomous, hands-on, 130-point evaluation of the Town's computer network and environment. It helps to check all equipment and keep our system documentation and topologies up to date, fix any outstanding ticket issues and to provide high level technical feedback to the strategic alignment team in order to properly scope future project work.

2. The Comcast contract is still being finalized and will hopefully be ready for Board signature next week.

At 8:11 pm Janvrin moved to enter non-public session pursuant to NH RSA 91-A:3 II (e) to discuss a legal matter. Cordes seconded the vote. The roll call vote was unanimously approved 2-0; Cordes – yes; Janvrin – yes.

Muench and Clement left the meeting at 8:14 pm.

Respectfully submitted,

Kathy Clement

**IX. NON-PUBLIC SESSION pursuant to NH RSA 91-A:3 II (e)**

Selectmen returned to public session at 8:25 pm pm.

Janvrin asked about purchasing another AED for the basement meeting room, and Carlson will look in to ordering another unit.

There was discussion about the contracts for the new firms to be used for engineering based on the recent Planning Board process. Leanne Miner is in the process of sending them all to the Town Attorney for review.

The next regular Board meeting will be held at 6:30 pm on Thursday June 27, 2019 at the Fremont Town Hall in the basement meeting room.

With no further business which may legally come before this meeting, Janvrin made a motion to adjourn the meeting at 8:31 pm. The vote was approved 2-0.

Respectfully submitted,

Heidi Carlson  
Town Administrator