



Meeting opened: 11:00 am at the Fremont Public Library, 7 Jackie Bernier Drive in Fremont.

Present were Librarian Eric Abney, Building Maintenance Michael Malloy, Fire Rescue Deputy Chief Kevin Zukas, Police Chief Jon Twiss and Town Administrator Heidi Carlson.

There were no injuries since the last Committee meeting in November 2017. One police officer is still undergoing PT from an injury last summer.

Department updates

Highway – The weight limit for spring thaw (in accordance with the Frost Ban Ordinance) is being posted today. At the present time, this covers only Rogers Road and Shirkin Road.

Fire Rescue – Zukas reported that the electrician was on site at the complex yesterday working on the wires for the new fire pump controller. While the lift is on site, Chief Butler and Captain O’Callaghan had changed out all of the light bulbs in the bay last night.

The electrician for the pole barn has had a death in his family, so there have been additional delays. (This is a Fire Rescue Association item). Carlson stressed the need for the permitting to be submitted in advance of the work begin completed. With further regard to the pole barn, Zukas reports the conduit is in, wires are pulled out outlets and to the pole. Remaining steps are the outlet installation and connection to power.

Chief Twiss mentioned that the storage barn is a great addition to the site and will be useful to both Fire Rescue and Police Departments.

There was an overall discussion about AED maintenance. It was decided the PD will do the maintenance as they do on the cruiser units now, and that the 9V batteries will be replaced semi-annually, same as smoke detectors when the clocks change. Carlson checked the pads at the Library and the Town Hall, which are due to expire 03/31/2019. An extra set will be ordered, and this will be a Safety Committee quarterly monitoring item.

This led to some discussion about Vinnie O’Connor’s resignation as the Fire Rescue Department’s EMS Captain, as he has been the Town’s CPR and AED instructor. Zukas is taking over many of the EMS Captain duties. Zukas also mentioned the “Stop the Bleed” campaign which he has attended a Train the Trainer session. Chief Twiss would like to have his officers trained as well. Zukas will investigate this further.

Safety Complex – Malloy mentioned that the electric box outside (believed to run power to the buried water storage tank) needs to be secured. Carlson will contact Matt Pitkin about this.

Twiss stated that the floor drain in the PD sally port is not working. This led to discussion about the holding tanks being pumped. Malloy with assistance from others at PD/FRD will look into this. It is believed we need to call Clean Harbors or a similar environmental company, to have that done.

Twiss discussed some long-term projects to include replacement of the PD base radio (now 21 years old).

Zukas mentioned that the 911 signs posted throughout the building and at the phones need to be updated to state that you need to choose a line before dialing (Safety Complex phone system). This led to discussion about testing the 911 phone at the main entrance to the Complex. This will be done after today’s meeting.

This led to discussion about replacement of the phone system at the Safety Complex. Twiss will outline some specifications, as this would be a capital project, budgeted in a future year.

Library – Abney stated that they have had someone investigate the popped tiles in the Community Room, to find that there is an expansion joint at that location and it appears that the flooring glue was not secured all the way up to the joint, presumably so that it did not get IN the joint. They are considering carpeting for the room, with the aid of the Library Association for funding. Trustees have not yet made a final decision.

Bulbs are being replaced and ordered as needed. He noted they have replenished all supplies within the Library's first aid kits. They are also replacing/refreshing the mice traps in the ceiling areas.

He asked about Drug Takeback and Carlson will get him a poster of the permanent locations. The annual Drug Take Back will be held in 2018 on April 28th. It is generally the last Saturdays in April and September annually.

Abney said that Comcast had recently replaced the aged modem in the Library and internet/phone connection had improved. Greg Fraize volunteered to help optimize the systems, and Abney is following up on that.

The water chlorination system annual maintenance will be done shortly. Abney is in contact with SecondWind about this work. The first quarter water sample is due in March and he hopes to have the maintenance done prior to sampling so the system is refreshed. Water sampling has gone well.

In conjunction with NH DES testing many wells in Fremont, three town buildings were sampled last Thursday (MtBE Remediation Bureau of NH DES) at no cost to the Town. This included the Library, Town Hall and Safety Complex. The ballfields concessions building will be done once the water is turned back on in the spring.

Abney asked for 10 yards of mulch once spring work gets underway, to be dropped off in the corner of the parking lot closest to the stop sign at the Library driveway.

Town Hall – Carlson provided an update on the basement renovations, mostly complete with a few remaining items still pending. Not all of the file systems have been returned to their final storage location. Some additional signage is also still to be completed.

The building checklists will need to be done again in all buildings this summer. Joe Goldstein should be back from his winter locale in April, and that will be a summer project.

Other business:

We made it almost all the way through another winter. Abney noted that the Highway Department has done a great job cleaning up at the Library, even helping with the plow blade on sidewalks making the snowblower and shoveling much easier.

No other safety concerns were expressed.

As always, a reminder that all workplace injuries must be immediately (as soon as safe) reported to a Supervisor and the Selectmen's Office Staff (Jeanne or Heidi) for mandatory reporting to the NH Department of Labor and to Primex, our Worker's Compensation Insurance carrier. This includes the WC Claim form and the employee's personal statement about what happened.

The next meeting scheduled for Tuesday May 22, 2018 at the Town Hall in the basement meeting room.

Respectfully submitted,

Heidi Carlson
Town Administrator