

Approved 12/11/2014

I. CALL TO ORDER at 6:10 pm at the Fremont Town Hall in the basement meeting room. Present were Selectmen Brett Hunter, Gene Cordes and Leon Holmes Sr; Police Chief Jon Twiss, and Town Administrator Heidi Carlson.

Selectmen got some updates from Chief Twiss about the storm and Complex generator.

They then reviewed with Chief Twiss his accomplishments over the past year in conjunction with his evaluation review. The Board then discussed his evaluation with him.

Selectmen discussed the Police Special Detail billing rate, and Chief Twiss presented some comparison information for several neighboring towns. The Town of Fremont's detail administration fee does not currently cover all of the Town's costs and needs to be addressed as soon as possible. After review of rates and discussions about the Town's costs, the Board decided to post a change to a \$63 billing rate with cruiser and \$53 without. This is broken down to \$38 for the officer; \$15 to cover the Town's administrative costs (retirement, FICA/Medicare, workers compensation and liability insurance, and payroll processing costs); and \$10 for rental/use of a cruiser for details.

A Public Hearing will be scheduled by year end. Tentatively this will be held on Tuesday December 30, 2014 at 7:30 pm.

The Chief then presented some purchase orders for the Board's consideration and discussed them in terms of need (safety being the priority for number 4 and 5). PO # 14-5 was in the net amount of \$2,274.50 with a \$600 credit for weapons traded in earlier this year to Interstate Arms Corp was approved for a new holster and light for officers.

Holmes Sr moved to approve PO #14-4 for two tasers for officers who do not currently have them (this is a sole source item). This totals \$2,010.31 with shipping. Cordes seconded with the condition that Hunter sign on behalf of the Board.

Hunter moved to approve PO #14-6 in the amount of \$2,244 for badges for the Department. Cordes seconded with the condition that Hunter sign on behalf of the Board. The vote was unanimously approved 3-0.

II. ANNOUNCEMENTS

1. Scouts are putting Veteran Stars on the Town Hall tree and setting up lights. This is done in conjunction with the Wreaths Across America program. The Program will take place at noon on Saturday December 13, 2014 at the Town Hall.

III. LIAISON REPORTS

12/03/2014 Planning Board – Discussion about use of the old firehouse as a gym facility for spin bikes.

12/03/2014 Budget Committee – Reviewed School budget information. No decisions were made.

IV. APPROVAL OF MINUTES

Selectmen reviewed the minutes of 24 November 2014. Motion was made by Cordes to approve the minutes as written. Hunter seconded and the vote was unanimously approved 3-0.

V. SCHEDULED AGENDA ITEMS

6:45 pm Public Input - none

7:00 pm Department Heads - none

VI. OLD BUSINESS

1. It was confirmed that Selectmen Cordes and Holmes Sr are planning to attend the Wreaths Across America Ceremony. Gene Cordes will speak on behalf of the Selectmen's Office. This ceremony will be held at noon on Saturday December 13, 2014.

2. There was discussion about the Safety Complex Generator, which quit on Thanksgiving morning and is unable to be restarted. A temporary (rental) unit was brought in and hooked up by Friday morning so the building and safety services could operate. The Board wants to know what the issues are with the current unit to determine if it can be fixed. A long-term plan for the generator needs to get underway immediately.

3. The Budget Committee asked for the final Town budget and Warrant Articles. The Selectmen want to review everything again at the meeting next week, with final numbers to include a 2% raise for permanent Town staff (non-uniformed) as well as the wage numbers that are final for 2014.

4. An insurance adjustor was out today to look at the leaks in the Fremont Public Library. It has been determined that the leak was not coming from the new roof work, but is from the flat top portion of the two "chimneys" on either side of the Library roof. A proposal from KTM was received in the total amount of \$2,900 to fix the rubber membrane on top of the chimneys. Selectmen voted to have this work done as soon as possible to avoid further water damage. Carlson was authorized to sign the proposal on behalf of the Town.

5. Selectmen reviewed proposals on the Community Television Master Control Playback, Bulletin Board and Emergency Messaging Project, including estimates from three vendors and a letter from Kevin Woods, the Town's technical assistant for the project. The Town received three quotes as follows:

Access AV \$15,465.00	Leightronix \$18,331.00	WebTronyx \$17,723.00
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Woods' letter provided several reasons why the Access AV proposal is the best one for the Town, including the fact that it is the lowest. Motion was made by Cordes to accept the quote from Access AV in the amount of \$15,465 and have Hunter approve the quote on behalf of the Board. Holmes Sr seconded and the vote was unanimously approved 3-0.

6. Selectmen signed a letter to the Trustees of Trust Funds requesting the balance of \$1,415.30 due on Stantec Invoice # 847932 for Martin Road Engineering from the Bridge Capital Reserve Fund. The first request for disbursement did not contain the total amount of the invoice in error.

VII. NEW BUSINESS

1. Selectmen reviewed the payroll manifest \$21,656.20 and accounts payable manifest \$923,350.09 for the current week dated 05 December 2014. The AP manifest includes Fremont School District (\$500,000) and annual Rockingham County tax payment (\$385,918). Motion was made by Cordes and seconded by Holmes Sr to approve both of the manifests. The vote was approved 3-0.

2. Selectmen reviewed bills and invoices for payment.

3. Selectmen reviewed the folder of incoming correspondence.
4. Four HVAC Engineering Proposals were received in response to the RFP for the Town Hall heating system engineering. The proposals were all opened and will be reviewed in more depth in the coming weeks. Proposals included the following (base price only):

CSI Engineering	\$19,500
Design Day Mechanicals Inc	\$14,750
Harriman	\$33,750
Integrated Engineered Systems	\$6,450

Additional review will take place of the proposals, and they will be shared with Building Inspector Bob Meade who has been involved with the project from the start.

5. One Revaluation Proposal was received by the deadline. It was from Vision Appraisal in the amount of \$39,500. It will be further reviewed to see if it is in compliance with the RFP and if it meets the Town's needs.
6. Selectmen began to discuss placement of a generator at the Highway Shed. This will be a potential future project. Information is being gathered on demand and sizing.
7. Selectmen discussed a request from the Fremont School Board to close the fields to the public on the day of Field Day in June 2015. There were some issues last year with the fields also being used by the public. Cordes moved to close the fields on the day of the PTA's field day with the condition that they submit the paperwork as soon as possible with the date, and that they post the fields for that day. The Police Department will be notified as well. Hunter seconded and the vote was approved 3-0.
8. Selectmen reviewed the tax deed status updates. Two properties have been paid in full. A third has paid the principal and made a written request for an interest abatement based on hardship. Selectmen asked for additional information on this account and the amount of interest owed to date on the 2011 taxes. The fourth property has not yet made a payment but Carlson has reached out by phone and email to the owner.
9. Selectmen voted to sign a letter to Trustees of Trust Funds requesting withdrawal of \$408.29 from the Highway Building Capital Reserve Fund for items related to construction of the new highway shed.
10. An Intent to Cut for parcels 01-023, 01-028 and 01-029 owned by Hans Nicolaisen and Martha Nicolaisen (each fractional interests in the parcels) was deferred as it is missing the second landowner signature.

VIII. NON-PUBLIC SESSION NH RSA 91-A- none

The next regular Board meeting will be a work session, to be held on Thursday December 11, 2014 at 6:00 pm.

- IX. ADJOURNMENT** – At 9:15 pm motion was made by Holmes Sr to adjourn the meeting. Hunter seconded and the vote was unanimously approved 3-0.

Respectfully submitted,
Heidi Carlson
Town Administrator