

I. CALL TO ORDER at 6:30 pm in the basement meeting room at the Fremont Town Hall. Present were Selectmen Gene Cordes, Leon Holmes Sr, and Neal Janvrin; Town Administrator Heidi Carlson; and Matthew Thomas. All rose for the Pledge of Allegiance.

II. ANNOUNCEMENTS

This meeting is live broadcast on FCTV channel 22 and will be rebroadcast during the following week.

Bulky Day last Saturday was successful and very well attended. Thank you to our many volunteers and helpers for making all go so well!

The Ballfields and Playground will be closed on Friday June 12, 2105 for Ellis School Field Day (or Monday June 15, 2015 in case of rain).

III. LIAISON REPORTS

06/03/2015 Planning Board – Holmes Sr reported a short meeting last evening, and that the Board had reviewed a question about Woodman Arms (79 Beede Hill Road) and whether manufacture of weapons had been part of the original site plan review for the machine shop.

IV. APPROVAL OF MINUTES

Selectmen reviewed the minutes of 28 May 2015. Motion was made by Holmes Sr to amend the minutes by adding the discussion about the Board's discussion of a PTO policy for part-time employees. Janvrin seconded and the vote was approved 3-0. Janvrin then moved to approve the minutes of 28 May 2015 as amended, to include correction of a typo. Holmes Sr seconded and the vote was unanimously approved 3-0.

V. SCHEDULED AGENDA ITEMS

At 6:35 pm the Public Hearing to update Fremont's Cemetery Ordinance was called to order. The public hearing notice was advertised in the Town's May and June Newsletters; and published in the Union Leader on Friday May 22, 2015. Cordes read aloud the Public Hearing Notice:

***PUBLIC HEARING - UPDATED CEMETERY ORDINANCE FOR THE
TOWN OF FREMONT NH***

The Fremont Board of Selectmen and Cemetery Trustees will hold a Public Hearing to accept comments and input to a revised Cemetery Ordinance for the Town of Fremont.

Said hearing will be held at 6:30 pm on Thursday June 4, 2015 in the basement meeting room at the Fremont Town Hall, 295 Main Street. Anyone unable to attend the hearing who wishes to submit comments may do so by email up until the noon the day of the hearing. Emails should be submitted to Heidi Carlson at FremontTA@comcast.net.

The proposed text of the Ordinance is as follows:

CEMETERY ORDINANCE FOR FREMONT NEW HAMPSHIRE

The following amended Cemetery Ordinance shall supersede all previous versions of this Ordinance and become effective as of June 4, 2015.

Fremont Cemeteries are CLOSED for burials from the first hard frost until the end of mud season (typically December to April). This is to be at the decision of the designated Cemetery Trustee.

MONUMENTS AND DIMENSIONS

The deed owner shall have the right to erect memorial stones or monuments. All upright monuments must have a foundation. No tomb or mausoleum shall be erected without the approval of the Cemetery Trustees. Grave markers must be ground-flush type not to exceed thirty (30) inches in length.

Measurements of Memorial Stones or Monuments: All upright monuments shall not exceed the following dimensions and shall be set on suitable foundations.

<i>Single Grave</i>	<i>36" x 16" x 48" high above foundation</i>
<i>Two-Grave Lot</i>	<i>40" x 16" x 48" high above foundation</i>
<i>Four-Grave Lot</i>	<i>48" x 16" x 48" high above foundation</i>
<i>Eight, Ten and Twelve-Grave Lot</i>	<i>72" x 16" x 48" high above foundation</i>

Village Cemetery only: monuments shall be allowed to be 60" high. All other noted dimensions shall apply.

Monument and foundation installation charges are paid directly to the monument company.

There shall be no more than one above ground monument allowed per lot.

CORNER POSTS MARKERS

- Four (4) corner posts must be installed, at the purchaser's expense), within sixty (60) days of the purchase of a Cemetery lot or at the discretion of the Trustees.*
- All corner posts must be placed even with the ground and at points specified by marker points indicated by the Cemetery Trustees or their designee.*

GRAVE OPENING

- The deed to the grave shall be presented at the Office of the Town Clerk in order to entitle the owner to the opening of a grave.*
- No opening or interment shall be permitted unless all charges are first paid.*

PLOT RULES

- No grading, sodding, permanent planting or landscape work is permitted. Should any grading, landscaping or permanent planting be made, the Board of Selectmen acting through the Trustees have the right to enter upon said lot or grave and remove such plantings or change such work at the expense of the owner.*
- The Board of Selectmen shall have the right to remove all floral designs, flowers, weeds, shrubs, trees, plants, roots, branches or growth of any kind as in their judgment, or the judgment of the Trustees, they become unsightly, dangerous, or obnoxious.*
- The placing of free standing items that are separate from the monument such as boxes, metal designs, chairs, settees, ornaments, vases, glass walls, wood or iron cases and similar articles, upon lots shall not be permitted and, if so placed, the Board of Selectmen reserves and shall have the right to remove the same, the expenses of which shall be charged to such lot and be a lien thereon.*
- Photographs or metal objects must be attached or imbedded to any memorial stone or monument.*

LOT PURCHASE AND DEED

- *The deeds to cemetery lots will be drawn by a designee of the Fremont Cemetery Trustees and sold under the signatures of the Selectmen.*
- *The deed shall state the name and address of the purchaser, purchase price, name of cemetery, lot number(s) and section.*
- *This deed shall be issued to one person only.*
- *The purchaser of the deed must be a current or former resident of Fremont and must show proof of current or former residency.*

CHARGE PER LOT

- *The cost of each single grave lot is \$300; \$60 to the Town of Fremont and a separate payment of \$240 to the Fremont Trustee of Trust Funds for the purpose of perpetual care.*
- *Full payment must be made prior to the deed transfer.*

LOT USE

The use of a lot is for the lot holder, lot holder's relatives, or lot holder's assigns for interment only and not for sale or profit.

TRANSFER OF LOTS

- *No transfer or assignment of a Cemetery Lot shall be made by any owner.*
- *Any resale of a lot(s) must be back to the Town of Fremont at the original cost.*
- *If the seller has a recommended purchaser of his lot this person shall have first refusal of purchase as long as the new purchaser is a resident or former resident of Fremont.*

GRAVE CAPACITY

- *One (1) full burial with up to four cremations above the full burial is allowed per single grave space if the full burial is done first.*
- *If cremations are interred first, no full burial will be allowed after that.*
- *Cremation remains must be buried no less than two and one half (2 ½) feet below the ground surface and the hole must be dug by the Town or by permission of the Cemetery Trustee Designee.*

BURIAL CHARGES

- *Burial charges for opening and closing graves are paid directly to the Town's contracted agent.*
- *Burial charges for cremation remains are to be paid directly to the Town of Fremont.*

PERPETUAL CARE

- *Perpetual care is defined as mowing, and trimming grass and annual raking. All other maintenance is the responsibility of the owner.*
- *Whenever graves or lots become vacant by the removal of the bodies therein to another cemetery, and surrenders the deed to the Selectmen of Fremont for purchase by the Town, perpetual care by virtue of monies in a Trust Fund, shall be forfeited.*

VAULT

- *Cement box or cement vault is to be used for all interments in the Town of Fremont.*
- *A vault is not required for burial of cremation remains.*

PENALTY FOR VIOLATION:

Unless otherwise provided by State law pertaining to cemeteries or burial of the dead, a maximum fine of \$50 plus restitution of damages shall be imposed upon any person violating the provisions of these rules of ordinance.

No written correspondence regarding the proposed ordinance has been received to date. Cemetery Trustee Matthew Thomas joined the Board at the table for the discussion. He explained some of the changes, including the height requirements for monuments being limited to 48 inches in all of the cemeteries except allowed up to 60 inches at Village Cemetery. This is based on the needed space for equipment to get in to dig adjacent graves. A new regulation includes that corner posts have to be installed within 60 days of purchase of the lot to define who owns it. He said that also an urn must be buried down two and a half feet.

Thomas asked about the installation of flags at the entrance to the Hoyt-Currier Cemetery each year on Memorial Day. He suggested this be part of the annual maintenance. This can also be done by Trustees. Holmes Sr asked about enlisting the help of Trustees with the fire flags, and this led to discussion about creation of a better cemetery mapping system.

Without further discussion, Janvrin moved to adopt the Cemetery Ordinance as updated and posted as of June 4, 2015. Holmes Sr seconded and the vote was unanimously approved 3-0.

At 6:47 pm motion was made by Janvrin to close the public hearing. Holmes Sr seconded and the vote was unanimously approved 3-0.

Thomas left the meeting at 6:50 pm.

6:45 pm Public Input - none

7:00 pm Department Heads - none

VI. OLD BUSINESS

1. Bulky Day was held on Saturday May 30, 2015. The event was very well attended, extremely busy and had a great group of volunteers. Thank you to all of our volunteers including Fran Armstrong, Peter Bolduc, Kathy Braun, Jared Butler, Wayne Campbell, Heidi Carlson, Gene Cordes, Leo Danjou, Larry Dobson, Don Gates, Sam & Betty Harris, George Holdsworth, Neal Janvrin, Bill Jarmen, Bill Johnson, Leon Jr & Lori Holmes, Leon Holmes Sr, Bob Larson, Patty & Robert Morris, Russ & Cassy Powers, John & Nick Roderick, Steve and Shawn Shea, Bruce White; and we also offer thanks to Police Officer Andy Artimovich for assistance with traffic control!

2. Carlson presented a first draft of a paid time off policy for part-time permanent town employees for the Board to review, based on discussion last week. Some additional information will be added, and it needs to be reviewed by Town Counsel. The changes will be incorporated and another draft brought back next week.

3. In follow-up to the Library painting contract discussion, the Trustees have reviewed and are ready to proceed with the work, as it can all be covered by the insurance money the Town received from water damage. The revised scope of work has been received and is \$200 more than the original bid to cover the added carpentry items from the water damage in the middle section. This has all been reviewed by the

Librarian and found to be acceptable. The contractor, JVR Painters, will work out a schedule directly with the Librarian.

Cordes asked to have an end date on the contract and suggested September 1, 2015. With all in order, motion was made by Janvrin to accept the updated contract #1068 dated June 3, 2015 from JVR Painters for \$5,400 for painting and repair work at the Fremont Library, with work to be complete by September 1, 2015. Holmes Sr seconded and the vote was unanimously approved 3-0. Selectmen signed the contract and a copy will be provided to the Library, and a deposit check to be processed next week.

4. The Town Hall HVAC RFP was reviewed again. Cordes had added detail on the options to be priced, referencing drawings from Integrated Engineered Systems. These changes will be added to the RFP and it will be sent to John Karpinski for further review. Bob Meade has also offered some edits for clarification within the document.

5. The Fire Truck contract has been sent to KME for their signature and a \$175,000 deposit check has been processed pending receipt of the performance bond.

VII. NEW BUSINESS

1. Selectmen reviewed the payroll \$24,718.75 including second quarter stipends; and accounts payable manifest \$193,900.66 including the fire truck down payment dated 05 June 2015. Holmes Sr moved to approve the payroll manifest totaling \$24,718.75. Janvrin seconded and the vote was unanimously approved 3-0. Janvrin then moved to approve the accounts payable manifest \$193,900.66. Holmes Sr seconded and the vote was unanimously approved 3-0.

2. Selectmen reviewed Cable Revolving Fund Manifest # 2015-009 in the total amount of \$382.19 to reimburse Heidi Carlson \$43.19 for a USB Card reader, DVD-R's and a memory card for media storage related to FCTV taping and broadcasting; and \$339.00 to Access AV for a decimator.

3. Cordes reviewed the folder of incoming correspondence, reading aloud many of the items. The Treasurer will be asked to sign the front of her monthly reports so it is clear that she generated them. Selectmen reviewed and signed outgoing correspondence to Ryan Willey regarding Memorial Day participation (motion by Holmes Sr, second by Janvrin and voted 3-0; to Debbie Burke and Stephanie Sim-Valliere for their dedication to the Fremont Food Pantry, and acknowledging their recent resignations.

4. Janvrin moved to approve the Excavation Tax Warrant in the amount of \$0.30 for parcel 02-151.002 for the 2014-2015 tax year. Holmes Sr seconded and the vote was unanimously approved 3-0.

5. Selectmen reviewed the Assessor's abatement denial recommendation for parcel 02-156.001.011 as the property sold for more than it is assessed for currently. Motion was made by Holmes Sr to accept the Assessor's recommendation and deny the abatement for parcel 02-156.001.011. Janvrin seconded and the vote was unanimously approved 3-0.

6. Selectmen reviewed the abatement recommendation from Utility Appraiser George Sansoucy on parcels 07-998 and 07-999. Public Service and NH Electric Cooperative have failed to provide the requested information for the updated assessing process currently ongoing for the revaluation, as well as the requests made last year after the abatement filing. Based on the lack of response and information requested, Sansoucy is recommending denial of the 2014 tax year abatements. Based on that recommendation, motion was made by Janvrin and seconded by Holmes Sr to deny the 2014 abatement

requests of NH Electric Cooperative and Public Service Company of NH. The vote was unanimously approved 3-0 and the Board signed the return letters to both utilities.

7. The May 2015 budget report was distributed by email this week. A print copy will be prepared for all members once we are half-way through the year, and June numbers are posted. Quarterly reports are generally printed for the Budget Committee as well.

8. Selectmen reviewed PO #2015-007 for use of the town credit card for online renewal of the Town's payroll subscription service for QuickBooks with Intuit. Annual renewal is due 07/17/2015 for \$469.00. Janvrin moved to authorize use of the Town's credit card for renewal payment of the payroll subscription service. Holmes Sr seconded and the vote was unanimously approved 3-0.

Cordes asked if any further information has been received from FEMA on the Town's request for reimbursement funding. Carlson reported that the Town has not heard back yet but all paperwork was submitted immediately following the declaration. The State of NH's request for an extension to the declaration period was denied by FEMA.

At 7:40 pm motion was made by Janvrin and seconded by Holmes Sr to recess the meeting until Chief Butler arrives. The vote was unanimously approved 3-0.

At 8:00 pm on a motion from by Janvrin and second from Holmes Sr, the Board of Selectmen unanimously voted to end the recess and resume the Selectmen's meeting. Present were Selectmen Cordes, Holmes Sr and Janvrin and Fire Chief Richard Butler.

VIII. NON-PUBLIC SESSION NH RSA 91-A

At 8:01 pm a motion was made by Janvrin to enter non-public session under NH RSA 91-A:3 II (c) to discuss a personnel matter. Holmes Sr seconded and the roll call vote was unanimously approved 3-0; Cordes – aye; Janvrin – aye; Holmes Sr – aye.

At 8:22 pm a motion was made by Janvrin and seconded by Holmes Sr to return to public session. The roll call vote was unanimously approved 3-0; Cordes – aye; Janvrin – aye; Holmes Sr – aye.

Chief Butler is planning to meet again with the Board of Selectmen on July 9, 2015.

Notes for the post-recess session of the meeting were provided by Gene Cordes.

The next regular Board meeting will be held on Thursday June 11, 2015 at 6:30 pm.

IX. ADJOURNMENT – With no further business to come before the Board, motion was made by Holmes Sr and seconded by Janvrin to adjourn the meeting at 8:23 pm. The vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson
Town Administrator