

**I. CALL TO ORDER** At 6:30 pm the meeting was called to order in the basement meeting room at the Fremont Town Hall. Present were Selectmen Gene Cordes, Neal Janvrin, and Roger Barham; Town Administrator Heidi Carlson and Selectmen's Clerk Jeanne Nygren. Also present was Gordon Muench from the Fremont School Board. Bruce White from FCTV was live broadcasting the meeting tonight. All rose for the Pledge of Allegiance.

## **II. ANNOUNCEMENTS**

1. Trash and Recycling are delayed one day this week due to the holiday. Thursday collections will be tomorrow and Friday's collections will be on Saturday.
2. Our Memorial Day Ceremony was again a great success. Thank you to all those participating, helping to organize, and observing. The program will be broadcast on FCTV Channel 22 on the following schedule:  
Sunday 10:30 am      Tuesday 9:30 am and 9:00 pm      Wednesday 8:30 am and 3:30 pm  
Thursday 9:30 am and 9:00 pm      Friday 6:00 am      Saturday 12:00 noon and 7:00 pm
3. The State's Low and Moderate Income Tax refund paperwork is now available. The 2017 DP-8 form is available from the home page of the Town's website, and print copies are available at the Town Hall during business hours.
4. Camp Fremont is still accepting registrations. Please register as soon as possible if you have plans to attend the program this summer. The tentative deadline for registrations is June 1, 2018.
5. Tax bills have been mailed and are due July 2, 2018.
6. All were reminded, including the sign at the Fremont Safety Complex, that June 1, 2018 is the deadline for registration of dogs. After that date forfeitures fines will be assessed.

## **III. LIAISON REPORTS**

Carlson confirmed that Chris Daly had been waiting for components of the expanded security system at the Town Hall, which arrived today. He will be at the Town Hall on Friday morning to do the work. Janvrin has been working with Daly to complete the building security system.

## **IV. APPROVAL OF MINUTES**

A motion to approve the May 24, 2018 minutes as written was made by Barham, and seconded by Janvrin. The vote was unanimous 3-0.

## **V. SCHEDULED AGENDA ITEMS**

At 6:30 pm Martha Abney and Eric Abney came in to the meeting. Martha has applied for the Assistant Camp Director Position for this summer's Camp Fremont. Her submitted resume and cover letter were reviewed by the Board. She is a teacher at Ellis School and has come forward at a time when the Town is scrambling to replace the previously hired Assistant, who had to leave for family reasons on very short notice. All Selectmen were familiar with Abney and her work at the School.

Janvrin moved to appoint Martha Abney to the Assistant Direction position for Camp Fremont. This was seconded by Barham. The vote was unanimous 3-0. Abney will get with Carlson for payroll paperwork,

and in keeping with what is current practice, the Board will complete a background check as is done with all camp staff.

6:45 pm Public Input - none

7:00 pm Department Heads - none present

At 7:15 pm Cordes moved to call the Public Hearing to order and he read the posted notice of Public Hearing:

*The Public is invited to attend Public Hearings held by the Board of Selectmen on May 31, 2018 beginning at 7:15 pm at the Fremont Town Hall, 295 Main Street in Fremont NH, in the basement meeting room. The hearings will discuss the following matters:*

**1. Changes to the Town's Fee Schedule to include adding fees to cover the following services:**

**SIGN PERMIT FEE** \$50.00

*This fee covers application and inspection as related to the Town's newly adopted Sign Ordinance, part of the Fremont Zoning Ordinance. Any additional inspections (if more than one) are charged at a \$25 fee per.*

**FOOD VENDOR PERMIT** \$25.00

*This fee covers application and inspection as related to the requirement for food service vendor inspections at events. Any additional inspections (if more than one) are charged at a \$25 fee per.*

**2. Barn Discretionary Easement:**

*Selectmen will hold a Public Hearing to discuss continuance of a Barn Discretionary Easement originally granted in 2008, in accordance with NH RSA 79-D. The subject barn is located at 245 Beede Hill Road, shown on Tax Map 5 as Parcel 72 and is owned by Cynthia McRae.*

**3. Acceptance of a Gift of Land from the Fremont School District**

*Selectmen and Conservation Commission members will hold a Public Hearing to discuss acceptance of a gift from the Fremont School District, parcel 02-151.001 to be used for conservation purposes. The Conservation Commission plans to assist in the transaction costs facilitating this transfer, from the Land Use Change Tax Fund.*

*Anyone unable to attend the hearings who wishes to submit comments can do so to be received no later than 12 noon the day of the hearing in person, by mail, or email to [FremontTA@comcast.net](mailto:FremontTA@comcast.net). The public is welcome and invited to attend the hearings.*

*Please feel free to contact Heidi Carlson with any questions at 895 2226 x 301 or [FremontTA@comcast.net](mailto:FremontTA@comcast.net).*

Present for the hearings were Conservation Commissioners Leanne Miner and Bill Knee; Open Space members Sam Harris and Dennis Howland; Cyndi and Danielle McRae; and Gordon Muench. Carlson indicated that no comment had been received by mail, email, or in person.

Beginning with the Fee Schedule changes, Carlson indicated that the hearing covers two new fees for new permits/services done by the Town. Since the Zoning Ordinance amendments for the Sign Ordinance, a

permit is now required. A new form has been designed and reviewed by the Land Use AA and Building Inspector, that uses the format and information outlined in the Ordinance, and gathers the property demographics. The fee covers the permit and an inspection. With both new fees, any additional inspections are charged at \$25 each.

The Food Vendor Permit covers any short-term food inspections necessary at special events that may occur. This follows State regulations, which outline what the duration is and whether an inspection is necessary. The inspections are done by the Building/Health Officer. This form is basically the checklist used for the inspection (so that all can become familiar with requirements, which come from the State required list); and also contains property demographics. The fee covers the permit and an inspection. With both new fees, any additional inspections are charged at \$25 each.

With no further discussion, Janvrin made a motion to adopt the two new fees and permit forms as outlined and discussed. Barham seconded and the vote was approved 3-0.

With regard to the Barn Discretionary Easement, Cordes read the notice outlining the property information. Carlson explained that Cyndi McRae is proposing to extend the Easement granted in 2008 for the barn, which she continues to work on. McRae explained her work to date on the premise and said she still has a long way to go!

The worksheets completed for the Easement are at the same 61% level that is currently used, granting a reduction of 39% of assessed value, thereby reducing her taxes so she can continue to put money into the restoration.

All were familiar with this historic and scenic property atop Beede Hill Road. With no further discussion, Janvrin moved to grant the Barn Discretionary Easement at 61% for the McRae property at Map 5 Lot 72 located at 245 Beede Hill Road for another ten year term. Barham seconded and the vote was unanimously approved 3-0. Carlson indicated that a state PA 36-a form needs to be signed, as will an Easement Deed, and both are in the works.

With regard to the third posted hearing, Cordes and Carlson explained that the Fremont School District has graciously agreed, after conversations with the Conservation Commission and Open Space folks, to donate parcel 02-151.001 to the Town for conservation purposes. Carlson shared a map of the area indicating that piece and how it connects from the Fremont Library to a long string of town properties and Town Forests.

Leanne Miner thanked the Board and the School Board for getting all of the preparation work done to facilitate this process, and that this was a good connection to other Town property.

Bill Knee added that the Commission will likely do a Warrant Article for 2019 to add this parcel to the designated Town Forest lands.

Muench said there were no other School comments, and at the School level, the School Board had voted unanimously to make the donation.

A motion to accept the gift from the Fremont School District of parcel 02-151.001 was made by Barham, and seconded by Janvrin. The vote was unanimous 3-0. Carlson explained that the Town is working on the deed and with SAU staff to get the transaction completed.

There were no other remarks on these Public Hearings and at 7:34 pm Janvrin moved to close the Public Hearings. This was seconded by Barham. The vote was unanimous 3-0.

**VI. OLD BUSINESS**

1. A motion to sign all 34 thank you letters to the participants at the Memorial Day ceremonies and all who helped in the preparation was made by Janvrin. This was seconded by Barham. The vote was unanimous 3-0.
2. With respect to the Fire Rescue Department follow-up with DayStar, Carlson will pass information on to Chief Butler regarding the on-boarding for their computer system.

**VII. NEW BUSINESS**

1. A motion to approve the payroll manifest of \$29,990.67 for the current week dated June 1, 2018 was made by Barham and seconded by Janvrin. The vote was unanimous 3-0.

A motion to approve the accounts payable manifest of \$47,864.92 for the current week dated June 1, 2018 was made by Janvrin. This was seconded by Barham. The vote was unanimous 3-0.

2. Selectmen reviewed the folder of incoming correspondence. There were no comments or concerns related to the memo to the Planning Board relative to the Site Plan Review at 225 Main Street. Barham moved to finalize the memo. This was seconded by Janvrin. The vote was unanimous 3-0.
3. There have been complaints regarding the rail trail use, from residents on South Road. Carlson reviewed the Noise Ordinance which is old and not valid. A sample ordinance from another town was submitted by a resident. Janvrin will take this on as another project for him to research and provide an updated ordinance. This will begin as soon as his current PD wage project is completed.
4. A motion to approve the FCTV Revolving Fund Manifest 2018-11 in the amount of \$3,878.00 payable to Access AV for installation of the fourth camera in the meeting room was made by Janvrin. This was seconded by Barham. The vote was unanimous 3-0. This work was done on Wednesday May 30<sup>th</sup>.
5. A motion to approve the FCTV Revolving Fund Manifest 2018-14 in the amount of \$1,245.96 to reimburse Bruce White for the purchase of two TV monitors previously approved for the Fremont Public Library was made by Barham and seconded by Janvrin. The vote was unanimous 3-0.
6. A motion to approve the installation of the mini split heating and cooling unit in the FCTV control room for \$2,000.00, plus any cost for electrical work was made by Janvrin. This was seconded by Barham. The vote was unanimous 3-0.
7. Carlson explained in detail the SAM ADMIN document, which is the Federal Grant system that we must maintain annually to be able to access grants. Barham moved to approve and sign this letter to authorize Carlson as entity administrator, and Janvrin seconded. The vote was unanimous 3-0.

**VIII. WORKS IN PROGRESS**

1. The Town of Fremont is accepting applications for part-time Summer Camp Counselors. Pay commensurate with experience. Camp Fremont runs 5 weeks from July 2 to August 3, 2018.

Camp runs weekdays from 8:00 am to 4:00 pm and staffing is dependent on enrollment. Positions are part-time and anticipated to be between 24-30 hours per week with a rotating schedule depending on needs and staff availability (ie: 4 days a week or early/late start to accommodate enrollment). There may also be substitute positions available with less hours each week.

Applicants must be dependable, adaptable, and creative, enjoy working with children, have good communication and problem solving skills, and be a positive role model for campers. All applicants must be certified in Child CPR and preferably certified in First Aid. Prior experience working with children is required. Applicants should possess specialized skills in the following areas: special events, arts and crafts, sports, games, management of group activities, as well as, ability to connect individually with campers, behavior management, and daily event planning and implementation. Applicants will be required to pass a Criminal Background Check.

Interested applicants should submit a letter of interest and resume with references as soon as possible to Heidi Carlson, Town of Fremont, PO Box 120, Fremont NH 03044-0120 or by email to [FremontTA@comcast.net](mailto:FremontTA@comcast.net). The Town of Fremont is an EOE. Submissions will be accepted up until the positions are filled, and the Town's desire is to fill these positions as soon as possible.

With no further business to come before the Board, a motion to adjourn the meeting at 7:38 pm was made by Janvrin and seconded by Barham. The vote was unanimous 3-0.

The next regular meeting will be held on **Tuesday June 5, 2018** at 6:30 pm at the Fremont Town Hall, basement meeting room.

Respectfully submitted,

Jeanne Nygren  
Selectmen's Clerk