

Approved 05/31/2018

**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, Neal Janvrin and Roger Barham, Town Administrator Heidi Carlson and Selectmen's Clerk Kathy Clement. Also in attendance School Board Member Gordon Muench. Bruce White from FCTV was in the control room live broadcasting. All rose for the Pledge of Allegiance.

## **II. ANNOUNCEMENTS**

1. The Memorial Day Parade and Ceremonies will take place on Sunday May 27, 2018. The parade lineup for youth sports teams and scouts is at Spaulding Road, and at the Town Hall for Veterans, the band and emergency services. Lineup is at 8:30 am, with the Parade stepping off at 9:00 am with a tribute to Veteran's at Sandown Road. In case of inclement weather, the Ceremony will begin at 9:00 am in the gym at Ellis School.
2. 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.
3. Camp Fremont is still accepting registrations. Please register as soon as possible if you have plans to attend the program this summer. Forms are at the Town Hall and on the home page of the Town's website.
4. The 2018 first issue tax bills are printed and will be mailed tomorrow.
5. All Town Offices are closed on Monday May 28, 2018 in observance of Memorial Day. Trash and Recycling are on a one day delay next week. Thursday collections will take place on Friday and Friday collections will take place on Saturday.

## **III. LIAISON REPORTS**

Janvrin reported that he met with Chris Daly to review security and updates to the alarm system for the Town Hall. Daly has been authorized to do the work next week and it should be done in approximately 3 hours for a cost of \$765.00.

Carlson reported that the Safety Committee met on Tuesday at 11:00 in the basement meeting room. The meeting was short having some members unable to attend but they did have a quorum. One incident since the last meeting was reviewed, Mike Malloy will do the building check list with Joe Goldstein, the Fire Department rep who helps with these in the summer. The next meeting will be on Tuesday August 28 at 11:00 am at the Fremont Safety Complex.

Janvrin reported that the Zoning Board met on Tuesday, there were only 2 issues before the Board. First was a continuance of a variance for Jay Comstock at 371 North Road, to build a garage within 68 feet of a wetland and relocate a driveway. The variance was approved. The second was for Jason Broyer 342 Sandown Road to construct an inground pool about 20' for the lot line when 30' is required, this was continued for a site walk on June 1<sup>st</sup> at 5:00 pm.

## **IV. APPROVAL OF MINUTES**

Barham made a motion to approve the minutes as written of May 17, 2018. Janvrin seconded the motion. Vote was unanimous 3-0

**V. SCHEDULED AGENDA ITEMS**

6:45 pm Public Input - None

7:00 pm Department Heads – None

At 7:15 pm Marge Rislove and Brian Shapiro met with the Board to discuss the proposed Site Plan Review at 225 Main Street. They came to discuss their concerns regarding the proposal to use 225 Main Street for parking and storing trucks and equipment used for asphalt application. They had done a lot of research on asphalt, Marge Rislove was very concerned about these trucks and equipment being stored there regarding the odor and chemicals from the asphalt as she is allergic to the asphalt. While she knows that additional information needs to be brought forward, she challenged that it is well known that asphalt smells, and that there will still be asphalt in the trucks when they are “parked” here at night. She said OSHA terms asphalt as a hazardous substance, and that Pike Industries has indicated the odors are always present.

Brian Shapiro has concerns that at one time he tried to put a used car dealership and repair shop there but was told by the Planner (Jenn Rowden) that it was not allowed because of the Zoning Ordinance, in that chemicals from the vehicles were a concern with the property being on the aquifer. Shapiro and Rislove asked about the storage of these much larger trucks and equipment and the chemicals from the asphalt draining into the river or well water. They are concerned that there may be an error in the Zoning Ordinance wording that it would not allow parking of used cars but that trucks with asphalt may be allowed. They expressed concern that rain washing over all this equipment parked will also leach into the Exeter River.

Selectmen thanked them for sharing their concerns and recommended that they continue to attend the Planning Board meetings on the application, the next one being June 6<sup>th</sup>, to share their information and concerns. Barham explained the steps in the Planning Board process, including the next step of a Conditional Use Permit for the operation as proposed.

Rislove and Shapiro left the meeting at 7:27 pm.

**VI. OLD BUSINESS**

1. Carlson circulated Food Permit Checklists to be used by the Health and Building Department in reviewing food vendor setups for events as applicable by State Law. This is in preparation for the Public Hearing set for May 31, 2018 to include the fee schedule change to include these items. The Sign Permit Form was also reviewed. Both will be reviewed next week as part of the Fee Schedule Public Hearing.
2. There was a final review of all the Memorial Day materials Jeanne e-mailed to Selectmen. Any changes need to be done by mid-day tomorrow to have them all prepared in the podium.
3. Carlson gave the Selectmen an updated form for the Barn Preservation Easement for the Barn Preservation Easement Public Hearing to be held May 31, 2018. The numbers are coming out exactly as they were 10 years ago which is 61% of value that gets reduction of 39% when the first Barn Easement was granted.

**VII. NEW BUSINESS**

Approved 05/31/2018

1. Barham made a motion to approve the accounts payable manifest of \$522,708.19 for the current week dated May 25, 2018 which \$500,000 is going to the Ellis School. Janvrin seconded the motion. Vote was unanimous 3-0.

2. Selectmen reviewed the folder of incoming correspondence. Unfortunately the Assistant Director for Camp Fremont has resigned for personal reasons and Carlson is working with the Camp Director to see if they can find a replacement with the requirements that will make it easier to place in the open position. Additionally Melissa Olms from Ellis School will be working with the program on Mondays and Fridays.

There was some follow-up discussion to Steve Bassett's visits to Selectmen's meetings in that an opinion was received today from Town Counsel relative to the statute he presented last week that would allow a property owner that is landlocked to petition Selectmen to layout a right- a-way over the land abutter so that they could remove timber from their land. The Selectmen have discretion to grand petition change and Selectmen must assess damages that the petitioner must pay to the landowner whose land they must cross be paid to landowner. Whereas Bassett has claimed that he has legal deeded rights, the Selectmen recommend that Bassett should legally pursue this. As this statute is only a last resort. The Board said that a copy of the letter could be provided to Bassett.

3. Janvrin made a motion to sign 2018 First Issue Property Tax Warrant in the amount of \$5,903,615. Barham seconded the motion. The vote was unanimous 3-0. The First Issue Property Tax is determined by using ½ of the 2017 tax rate and any improvements added for April 1<sup>st</sup>, the value is then multiplied by ½ of last years tax rate. It is not changed much in first bill except for any change of improvements. The Second Issue Property Tax will show the any changes made to the tax rate based on 2018 appropriations and revenues.

4. Barham made a motion to sign property tax payment arrangement as discussed for parcel 07-038. Janvrin seconded the motion. The vote was unanimous 3-0.

5. Bids were due this week for oil for Library and direct assistance. Two were received and they were opened publicly this evening. This included:

Palmer Gas fixed price 2.789 net; capped price \$2.999

Hartmann fixed price \$ 2.799 net; capped price \$2.999

Carlson wanted to review the bids further to get the contract together with Nygren, and the Board decided to award it to Hartmann Oil as they are the Town's current vendor and have been very reliable.

6. Janvrin made a motion to renew the appointment for Ellen Douglas to the Exeter Swampscott Local River Advisory Committee. Barham seconded the motion. The vote was unanimous 3-0. The form goes to NH DES Rivers Program for further action and the final appointment.

7. Carlson explained that Fremont PD has again received a Fish & Game OHRV grant in the amount of \$3,240 to cover OHRV patrols. Barham made a motion to authorize Chief Twiss to enter into a contract with the State of NH and execute all necessary grant paperwork for the 2018-2019 grant year. Janvrin seconded the motion. The vote was unanimous 3-0.

8. Carlson shared a memo from Greg Huard, approved by Chief Twiss, authorizing DARE Expendable Trust Fund expenses for the 2018 DARE Graduation and festivities. Two invoices have been received and a third will be done via gift card at Hannaford for the graduation cake. Total expenses are estimated to be \$434.22. Carlson asked the Board to authorize up to \$450.00 to cover any tax on the cake or slight alterations on the DARE product invoice. The Town will pay these invoices and ask for the Trustees of Trust Funds to remove money from the DARE Expendable Trust Fund to reimburse the amount once the

actual total is known. Barham made a motion to authorize the DARE Expendable Trust Fund to spend up to \$450.00 for the 2018 Dare Graduation and festivities. Janvrin seconded the motion. The vote was unanimous 3-0.

9. Email to NH Managers from Judy Silva, Director at NH Municipal: "We are most grateful to all of you who contacted your legislators about SB 438 urging them to vote no on the COC report. Please check out the roll call vote (look up SB 438 on the general court web site) where you will see the amazing list of legislators who voted with us—all because of your calls to them. The 118-225 vote was an incredibly strong message of rejection. We will write more in Friday's Bulletin, but local officials getting in touch with legislators made all the difference on this vote. For that we thank you!"

Carlson reported on emails she sent to Fremont Representatives Dan Itse and Scott Wallace relative to this matter, trying to get the bill rejected. All were in the mail folder and reviewed by the Selectmen.

10. Janvrin made a motion to approve the FCTV Revolving Fund Manifest 2018-013 in the amount of \$1,041.29 to reimburse the Town's General Fund for May 2018 payroll costs. Barham seconded the motion. The vote was unanimous 3-0.

### **VIII. WORKS IN PROGRESS**

1. Generator work at the Town Hall was completed last Friday. They will be back to do an official inspection and review operating mechanics. Power was down approximately three hours on Friday to check the system. It has a self-check which is scheduled to run every 2 weeks set for Saturdays. There was some discussion that it may be easier to install an hour meter to check when the generator has been used. Selectmen asked about soliciting bids for the old generator. Carlson will have Matt Pitkin disconnect the light and outlet in the old generator Building.

2. Work on one of the burner conversions at the Complex was done on Monday. The second is expected to continue next week Tuesday or Wednesday when the remaining parts come in.

They found that the insulation is cracked inside the boiler. Lamprey removed the burner plate and could see the crack from top to bottom. The insulation donut costs 750.00 each for a total of \$1,500.00 total to correct both. It includes the 3 - 3" thick pieces and the insulation rope that seals the seams. The ones being replaced are original to the boiler. The oil burner required cleaning every year. The new ones operating with propane probably will never need cleaning which means this cast iron door may never need to be removed. They are in stock at Buderus in Londonderry, so they will be here Friday or next Tuesday.

3. The water meter was also installed at the Complex on Tuesday.

4. Fire Alarm and Safety Technologies will be back on June 11<sup>th</sup> at 7:00 am to work further on the fire pump controller. Fire Alarm and Safety Technologies met with their electrician relative to the fire pump controller and generator patch on Tuesday.

5. 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, 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. Prior experience great.

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.

6. Work continued this week on North Road and Beede Hill Road shoulder work is also underway. The Road Agent updated work is underway and going well.

7. 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 by email at [FremontTA@comcast.net](mailto:FremontTA@comcast.net).

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

At 7:35 pm a motion was made by Janvrin to enter non-public session pursuant to NH RSA 91-A:3 II (c) and (e) to discuss a personnel and a legal matter. Barham seconded the motion. The roll call vote was unanimously approved 3-0; Cordes-yes; Janvrin-yes; Barham-yes.

Clement left the meeting at this time.

Respectfully submitted,

Kathy Clement  
Selectmen's Clerk

Selectmen entered non-public session at approximately 7:40 pm.

At 8:00 pm a motion was made by Janvrin to return to public session. Barham seconded and the vote was unanimously approved 3-0 on a roll call vote: Cordes – yes; Janvrin – yes; Barham – yes.

A motion was made by Janvrin to seal the minutes of non-public session related to the employee matter. Barham seconded and the vote was unanimously approved 3-0 on a roll call vote: Cordes – yes; Janvrin – yes; Barham – yes.

Selectmen reported that Cordes will work on a follow-up letter list regarding the Fire Rescue Department's list of items 6-11 from the MRI workshop and some action items and dates of anticipated completion.

The Board released the content of the legal letter relative to the Bassett ROW questions.

**X. ADJOURNMENT** by 9:00 pm

The next regular meeting will be held on Thursday May 31, 2018 at 6:30 pm at the Fremont Town Hall, basement meeting room.

With no further business to come before the Board, motion was made by Janvrin and seconded by Barham to adjourn the meeting at 8:10 pm. The vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson  
Town Administrator