

**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. School Board member Gordon Muench was also present. Bruce White was in the control room broadcasting live. All rose for the Pledge of Allegiance.

At 6:30 pm Selectmen invited Shona Emery and Christyn Kohrherr to the table. Carlson introduced them indicating Emery is the Camp Director candidate recommendation and Kohrherr the Assistant Director candidate recommendation. Carlson detailed out the interview panel process undertaken earlier in the week, and that both were great candidates for the program.

Both candidates spoke about some of their experiences working with children. Shona Emery is a STEM teacher at the Ellis School for grades 4 – 8, she also has experience coaching sports. Christyn Kohrherr is a Kindergarten teacher at Seacoast Charter School since 2011 and also runs the After-Care program there. She was Camp Director for Fremont in 2013.

Cordes thanked them for stepping up to take on the summer program, sounds like a healthy safe program to come. Janvrin made a motion to make Shona Emery the Camp Director and Christyn Kohrherr the Assistant Director conditional offer pending background checks. Barham seconded the motion. The vote was unanimous 3-0. Carlson has begun the paperwork, and both have signed conditional offer paperwork.

## **II. ANNOUNCEMENTS**

1. Fremont held its first annual community cleanup effort, "Litter Free Fremont" to celebrate Earth Day 2018. The event was held on Saturday, April 21st. Over 100 Fremonters participated in picking up roadside trash. Activity at the Fremont Highway Shed was busy with people coming in to collect and drop off the special blue bags in the dedicated dumpster. Several locally donated items and services made up a free raffle to add to the fun. Cordes said it was very noticeable around town how much was done. Thank you to the people who got this off the ground. It was great to have so much community effort and the roads look great!

2. Spring Bulky Day will be held this Saturday April 28<sup>th</sup> from 8:00 am to 12 noon at the Highway Shed. Volunteers should contact the Selectmen's Office to indicate what shift they can cover and leave their contact phone number and email information. This is also the last day to drop off Litter Free blue bags in the designated dumpsters. Any one still interested in volunteering is welcomed!

3. Drug Takeback is this Saturday from 10:00 am to 2:00 pm. Bring unused and unwanted medications to the Fremont Police Department at 425 Main Street for drop-off.

4. The Town's Building Inspector Gregg Arvanitis has office hours on Tuesday, Wednesday and Thursday from 8:30 am to 10:00 am and from 1:00 pm to 2:00 pm. Messages requesting inspections can be left at 895-3200 x 309 or emailed to [FremontBI@comcast.net](mailto:FremontBI@comcast.net).

5. Make a splash! The Lamprey Rivers Advisory Committee is seeking volunteer representatives from Fremont who want to help protect or enhance wildlife, recreation, historical sites, and other water-related resources along the Lamprey River and its tributaries. The Committee meets monthly at 7:00 pm on the second Tuesday. The rivers of the Lamprey River watershed are designated as protected under the New Hampshire Rivers Management and Protection Program and the main river is also protected under the National Wild and Scenic Rivers System. Join colleagues from several towns who are making a difference for our communities and the rivers that connect them. For more information, email Joe Foley,

chair, at [jmfoley48@comcast.net](mailto:jmfoley48@comcast.net) or visit [www.lampreyriver.org](http://www.lampreyriver.org). Information is also available on the Town Website.

6. The Cemetery Trustee vacancy is posted. Anyone interested in the position can contact Heidi Carlson in the Selectmen's Office. The Selectmen appoint the position for one year until the next election, when it will go back on the ballot for a 2-year term. Letters of interest to the Cemetery Trustees will be accepted up through May 7, 2018 and the Trustees will make a recommendation to the Selectmen at their meeting of May 8, 2018, for the Selectmen's further action.

7. The Town is seeking Cemetery maintenance workers. The position is posted on the Town's website as well.

8. The Fremont School Board will hold a Public Hearing on May 8, 2018 beginning at 6:00 pm in the Ellis School Library, 432 Main Street, Fremont, NH 03044. The purpose of the hearing is to take public comment on the acceptance and expenditure of unanticipated funds from the Public-School Infrastructure Fund for the Ellis School Security Enhancement Project.

The School Board will hold a second Public Hearing on May 8, 2018 at 6:15 pm in the Ellis School Library to take public comment on the school district's proposal of gifting district-owned land (parcel 02-151.001) to the Town to be used for hiking trails. This has been addressed in prior Board of Selectmen meetings with Conservation Commission Leanne Miner.

### **III. LIAISON REPORTS**

Carlson met with Waste Management Friday April 20, relative to possible contract extension last week, and this will be a work in progress in the coming months. Carlson reported that the recycle market is changing significantly and there is a fluctuating market for these items and often it costs to get rid of them. There will be some increases due to this changing market. Fremont's contract is up in December and Waste Management will be coming back with some changes. There is some information about China and the changes to the recycling market, some reported in the Union Leader last week. Almost all recyclables are being sent to China and there is not a lot of money in it. Fremont is doing well in recycling proper items and residents were thanked for all their efforts in this regard.

Janvrin reported that the Zoning Board of Adjustment met Tuesday night April 24, relative to a variance at 371 North Road, for a garage within the 100' wetland buffer. No decision was made but there will be a site walk Saturday May 12, 2018 at 9:00 am. The Conservation Commission was notified and will be taking part in the walk.

Janvrin, Bill Knee, Leanne Miner and Chuck Bolduc did a site walk this morning on the property that is being purchased by the Town, 04-018 on Louise Lane. Mr. Bolduc was showing the boundaries and discussing the water levels.

### **IV. APPROVAL OF MINUTES**

Barham made a motion to approve the minutes of 19 April 2018 as amended. Janvrin seconded 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. Carlson reviewed with the Board additional concerns expressed from neighbors about trucking on Shirkin and Rogers Roads. Janvrin reminded the group that originally Rogers Road was a No-Thru Trucking road because of a culvert that was failing. Years ago, the Town tried sending trucks up Rogers Road because the turn from Shirkin Road onto Beede Hill Road was so sharp that it was dangerous, and the trucks were causing damage to the road. Now, neither Shirkin nor Rogers Roads are No-Thru Trucking. The Planning Board approved the Galloway site with a no right turn onto Beede Hill Road, but it is believed the Police cannot enforce this because it is a condition not an Ordinance or other roadway regulation. Carlson said she would investigate this further with Chief Twiss.

2. As stated earlier, a site walk for the Conservation Commission's purchase of parcel 04-018 took place at 10:30 today out on site. The closing is scheduled for 10:30 am on Thursday May 3, 2018 at the Town Hall. Barham made a motion to authorize Janvrin to sign the necessary closing documents for purchase of parcel 14-018 on the Town's behalf. Cordes seconded the motion. The vote was unanimous 3-0.

## **VII. NEW BUSINESS**

1. Barham made a motion to approve the accounts payable manifest in the amount of \$526,609.89 for the current week dated April 27, 2018. Janvrin seconded the motion. The vote was unanimous 3-0.

2. Selectmen reviewed folder of incoming correspondence. Resignation letters from Jesse Emery as a part-time police officer, Erich Lutz as a full-time police officer have been received and were submitted by Chief Twiss last Friday. The Police Department is looking to hire a full-time officer, and the posting and information is posted on Police Department web site. Carlson advised that a resignation letter has also been received from Nancy Mason, the Children's Librarian. The Library Director is now also advertising for this position, part-time for approximately 20 hours a week.

3. Carlson presented the annual MOU's for the position of Emergency Management Director and Health Officer relative to stipend payments and duties for 2018. Barham make motion to sign the Memorandum of Understanding regarding the yearly stipend for Gregg Arvanitis as the Town's Health Officer for \$250 and Mark DeVeber as the Town's Emergency Management Director for \$1,200. Janvrin seconded the motion. The vote was unanimous 3-0.

4. Discretionary Barn Preservation Easement renewal: Carlson explained that ten years ago, the Town received its first Preservation Easement for property owned by Cindy McRae at 245 Beede Hill Road. McRae is applying for a renewal barn easement for parcel 05-072. This requires a Public Hearing to be approved, and Carlson will post the notice and prepare the paperwork. These easements are to encourage people to preserve old barns by reducing their property taxes while improvements are underway. She would like to renew her barn easement this must be done as new easement not a renewal. The easement reduces the value of structure to put money back into the barn. In this case, 39% of the value is reduced for tax purposes.

5. Janvrin made a motion to approve the FCTV Revolving Fund manifest 2018-09 in the amount of \$1,072.88 to cover payroll reimbursement to the Fremont General Fund for April FCTV wages. Barham seconded the motion. The vote was unanimous 3-0.

6. Barham made a motion to approve and authorize Cordes to sign for the Board the State of NH Application for Parade Permit for closure of Route 107 on the morning of the Memorial Day Parade on

Sunday May 27<sup>th</sup> from Sandown Road to Scribner Road. Janvrin seconded the motion. The vote was unanimous 3-0.

7. Janvrin made a motion to approve the Current Use Application for the 2018 tax year from John MacDonald at 792 Main Street, parcel 02-140. Barham seconded the motion. The vote was unanimous 3-0. Applicant is putting 1.70 acres in the wetland category and the submission has been reviewed and approved by the Assessor.

8. Barham made a motion to approve the PD OHRV Revolving Fund Manifest 2018-01 in the amount of \$2,562.77 to Plaistow Power Sports as recommended by Chief Twiss for repair and annual maintenance to the Department's two OHRV's. Janvrin seconded the motion. The vote was unanimous 3-0.

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

1. Lamprey Energy will be at the Town Hall and Highway Shed on Friday (tomorrow) to do the gas connection for the two new generators. Carlson said that Monday and Tuesday the electrical work was done, there is a trench on the side of the Town Hall building which will be reseeded. Gas will be done tomorrow at one of the buildings and ready for inspection at 11:30 am and then the second building will be ready for inspection at 2:30 pm. The last step for the Town Hall is that they will need to shut down the main electric connection when the building is not open. Once the last testing is done we will be ready to start the conversion of the Safety Complex.

This led to some discussion about sale of the old generators from the Town Hall and Safety Complex, as well as the much older power units (and components thereof). It was suggested that if we cannot sell them, they should be removed for scrap value.

Janvrin reported that Al's Lock is done with the lock changes but will need to replace one that is hard to use in the Selectmen's Office. This should be done sometime next week.

2. The Town of Fremont is accepting applications for Camp Counselors. Pay will be commensurate with experience. Camp Fremont runs 5 weeks from July 2 to August 3, 2018. Carlson read the application information for the camp counselor positions. Information is also on the Town website:

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 (i.e.: 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.

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.

3. Peter LaRoche has volunteered his services to paint the Historic Museum and will begin shortly. We thank him for this significant donation to the Town of Fremont, especially in preparation for Memorial Day!

4. Al Witham came to the office today to report that he is fixing and doing upgrades to the right-of-way between the Witham Countryside Park and the Governor's Forest Park, on his side of the property line. He has also addressed some of the Country Lane resident concerns about erosion. Mr. Ferwerda still needs to complete improvements to take care of the slopes and right-of-way area. Al Witham will be in touch with the Fire Chief when he is ready to secure an inspection or verify that it is acceptable on his side of the property line.

5. Carlson said Daystar will be onboarding the Town's computer systems next Tuesday. Deputy Chief Zukas will be available for the fire rescue side computers.

Janvrin made a motion to recess at 7:30 pm until next appointment comes in. Barham seconded the motion. The vote was unanimous 3-0.

Clement left the meeting at this time.

Respectfully submitted,

Kathy Clement  
Selectmen's Clerk

At 7:50 pm Chief Fire Officers Richard Butler, Joe Nichols and Kevin Zukas joined the meeting and it returned to session from recess. There was discussion about the Fire Rescue Department's computers and an estimate obtained by Deputy Nichols from an alternate vendor. There was discussion about the need to keep the Town's network tight, and that having a few computers managed by another vendor would be difficult. The second price estimate is approximately \$25 more per hour than the Town is currently paying. There is a transition ongoing to less of a time and materials approach to Town IT and security, but a more overall managed approach.

It was confirmed that Engine 1 is back in service at this time.

#### **IX. NON-PUBLIC SESSION**

At 8:00 pm a motion was made by Janvrin to enter non-public session pursuant to NH RSA 91-A: II 3 (c) to discuss a personnel matter. Barham seconded, and the vote was unanimously approved on a roll call vote: Cordes – yes; Janvrin – yes; Barham – yes.

At 8:45 pm 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.

Chief Officers will report back in two weeks on the status of progress of forward movement on the nominal process discussion items. This includes data collection of compensation plans and programs from area departments in towns surrounding and similar to Fremont. Carlson will forward some information to Zukas relative to a missed call response, and they will also gather some of that data for the next meeting.

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

The next regular meeting will be held on Thursday May 3, 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 Barham to adjourn the meeting at 9:10 pm. Janvrin seconded and the vote was approved 3-0.

Respectfully submitted,

Heidi Carlson  
Town Administrator