

Approved 12/17/2020

**I. CALL TO ORDER** The meeting was called to order at 6:30 pm in the basement meeting room at the Fremont Town Hall. Present were Selectmen Gene Cordes, Neal Janvrin, Roger Barham and Town Administrator Heidi Carlson. All rose for the Pledge of Allegiance. Tonight's meeting is live broadcast by Bill Millios of FCTV.

## II. ANNOUNCEMENTS

1. All Town services are available virtually, and many things can also be done by appointment. Please review the most up to date information on the home page of the Town website. Please continue to remember social distancing. Please call or email us to get the services you need.

If viewers have questions during this meeting, please send an email to [hcarlson@fremont.nh.gov](mailto:hcarlson@fremont.nh.gov) and we will try and get it answered during the course of the evening.

2. All of NH is still under drought conditions despite the recent rain, but today's report is that conditions are improving. Please continue to monitor all non-essential water use.

3. A successful Santa event was held by the Parks & Recreation Commission on Saturday despite the winter storm. There were 46 letters to Santa submitted!

4. All Town Offices will be closed December 24 and 25 for the Christmas holiday and January 1 for New Years Day. During both of these holiday weeks, only FRIDAY trash collections are off. Thursday will be collected on Thursday and Friday will be collected on Saturday.

5. Fremont Public Safety Services will do their annual escort of Santa around Fremont on Saturday December 19, 2020 beginning at 10:00 am. Watch for lights and listen for the sirens!

## III. LIAISON REPORTS

**Safety Committee 12/07/2020** – Carlson gave an overview of the quarterly meeting held at 10:00 am Monday. All Department matters were updated, and the only WC filings were potential COVID-19 exposures and first aid logged events, with no lost-time.

**Budget Committee 12/09/2020** – Cordes indicated the Committee reviewed resubmitted updates from the School District. Further information was circulated today by email including the Sanborn GMR which will result in a decrease in the FSD Budget. Both the enrollment and school budget are down.

The balance of Town budget matters were reviewed including the Warrant, where a few more recommendations were made. Current expense and revenue reports were reviewed, and Carlson presented information on the impact of payroll increases, and the current tax collection tabulations. Carlson updated Selectmen that another million came in today.

The December ZBA meeting has been cancelled as the applicant withdrew.

**Ballfield Ramp** – update from Kenneth Adams as of 12/03/2020: *It's been a busy week and I'm just getting to this now. As far as the ramp goes, we are working on the railing and finishing framing the pads. We do need to add another small section to the ramp to finish it off. We ran into a few hiccups along the way the biggest right now is we are coming up short on decking. The other being we will need to bring a truck for the cement to pour since it is so late in the season. The final issue is getting the handrails so it will be wheelchair accessible. With all that in the way I was wondering if the Town would be willing to donate any money to help out, also FAA may come onboard to help.*

Approved 12/17/2020

The Board will look at financial help as we get closer to year end, and the FAA has also pledged to help financially, and Kenneth was asked to check in with them as well.

**EMD Update: Conference Call highlights / HSEM, Director Update**

26,623 COVID cases to date in New Hampshire	20,239 persons recovered from COVID
566 deaths attributed to COVID	5,818 total current cases
849 hospitalizations to date	211 current hospitalizations

**DHHS** – We have been receiving questions about when a worker can return to the office after an exposure, or reporting travel risk factors. Critical infrastructure and first responders are the exception. Quarantine after an exposure can expire after 10 days. On the 7th day of returning from travel, the person can get a negative PCR test to get off of quarantine. This exception does not apply to exposure to a person who was COVID positive.

These resources are available on DHHS's website, and we can also add them to the new SitRep. We will receive our first delivery of the vaccine soon. We are waiting on approvals from the FDA and developing our plans. Shipping will occur right after we receive the vaccine here in the State.

**Questions from community –**

**Do chefs/cooks need to wear masks if they are in the middle of the restaurant, like an open concept restaurant?** Yes, those that provide service in a restaurant need to wear a mask.

**Can a municipality adopt rules that are more restrictive than the States?** Please check with your Town Counsel. Employers can require more, but that has not been Primex's recommendation at this time.

**In a family, if one person tests positive, do the others in the household have to quarantine from the positive date, or from the last positive? If the family members are asymptomatic?** A person who is a caretaker must quarantine while providing care, then 10 days after the last symptom of the sick person. For complicated family exposure and care issues, please work directly with the Bureau of Infectious Disease Control.

**We have some policies in our town that are different than the DHHS guidance, less restrictive. Can we do this? How do we identify who is critical and who isn't?** You need to conform to the State's guidance. You can make your guidance more restrictive, but not less. At a minimum you need to meet DHHS's guidance. In terms of who is critical, it doesn't depend on their hours per week, but the nature of their work.

**Are there any plans in motion to stand up any Alternate Care Sites?** Not at this time, but we will provide more info as it comes in.

**We are currently testing about 80 people monthly through the FROST program. Can we test more frequently? Who will vaccinate our department when the vaccine comes in?** We are often assessing our FROST program, thank you for the feedback. Our vaccination plan is being finalized this week, please stay tuned.

Fremont's EMD submitted a FEMA reimbursement this week with the help of a local NHSEM representative. Any recovery from FEMA is anticipated to be an offsetting revenue in 2021.

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

Janvrin moved to approve the minutes of November 19, 2020 and December 3, 2020 as written. Barham seconded with unanimous approval 3-0.

Resident Keith Stanton came in to the meeting at approximately 6:45 pm. Joe Nichols and Larry Miner came in at approximately 6:55 pm.

Selectmen reviewed updated budget expense and revenue reports through today. These include current week expenses and any other invoices received by the Town. Selectmen also reviewed the updated Warrant which contains new votes completed by the Budget Committee last evening. The Board also needs to consider the Warrant Article for the highway road assessment planning. Carlson was asked to get an updated price for the work from Stantec for next week.

It is noted the Budget Committee took up the UFB votes for Article 10 Library \$15,000 ETF and Article 9 Computer \$4,000 ETF. At the Committee's request, Carlson got information from DRA today that indicates that no conflict exists with the two separate Library ETF Warrant Articles, and neither will supersede the other the way they are presented in the Warrant.

Carlson further discussed the items still under consideration and the work to date on pending projects. At this busy time of year, work is well underway to identify all final expenses.

#### **V. SCHEDULED AGENDA ITEMS - times subject to change based on the flow of the meeting**

At 7:00 pm FFRD Deputy Chief Joe Nichols met with the Board. He asked if the contract with Raymond Ambulance has been signed, indicating they were asking about the status. Carlson said we normally would not do that until Town Meeting.

He then referred to the current budget expense report and funds still existing after they have purchased replacement gear for this year. He said the Department has for several years been working on trying to get a gear extractor, especially as the cases of firefighter cancers increase. There is a balance of \$13,315 in line item 4220350 that he requested to use for the purchase of a gear extractor. This will remove hydrocarbon from the gear for proper cleaning.

Nichols presented two quotes for the unit and said the Department would like to buy the larger unit (45 lb versus 60 lb). Both gave pricing for the unit, base, and setup. The Department will have to separately hire a plumber and electrician, which they are also looking in to. The two quotes of \$12,188 for the unit from Bergeron plus \$563 for the base; and \$280 chemical auto-feeder for detergent, and second from Yankee \$12,335 plus \$595 for the steel base. Both of the quotations have the same warranty benefits and total out within \$100 of one another. Nichols said they do the majority of their business with Bergeron for gear, and asked to use that vendor, to which the Board agreed.

The new unit would go in the corner where the old washer is. Updates need to the plumbing drain and electrical system upgrading. Barham moved to authorize \$13,031 to Bergeron Protective Clothing for the gear extractor purchase. This was seconded by Janvrin with unanimous approval 3-0. Janvrin moved to authorize Carlson to sign the Purchase Order for the extractor which was seconded by Barham with unanimous approval 3-0.

At 7:12 pm Janvrin moved to enter non-public session pursuant to NH RSA 91-A:3 II (c) to discuss a personnel matter with Nichols. Cordes seconded and the roll call vote was unanimous 3-0. Cordes-yes;

Janvrin-yes; Barham-yes. All others left the meeting at this time aside from Carlson, Nichols and the Selectmen.

At 7:22 pm Janvrin moved to return to public session. Barham seconded and the roll call vote was unanimously approved 3-0; Cordes-yes; Janvrin-yes; Barham-yes. Motion was then made by Janvrin to seal the minutes of the non-public session indefinitely as they could damage an individual's reputation. Barham seconded and the roll call vote was unanimously approved 3-0; Cordes-yes; Janvrin-yes; Barham-yes.

Selectmen announced that they had discussed one membership matter with the Deputy Chief. He will handle the matter with the individual.

At approximately 7:23 pm the Board met with resident Keith Stanton who wanted to ask the Board about a potential Warrant Article which had been prepared and was distributed. He asked if the Board would be in support of it and it was read aloud:

"Shall the Town of Fremont, New Hampshire vote to change the name of the Fremont: 'Board of Selectmen' to: The Fremont NH: 'Board of Selectpersons'. And, to change the TITLE of those elected, to: 'Selectwoman' and/or 'Selectman'. Whichever title they choose to use".

Selectmen discussed it in general terms and none had any discomfort with it. There was some generic discussion about the legal terms in statute and whether that could be any conflict. The Board discussed that it coming in as a petition article would get more interest and discussion on it around the community. Either way, the Board and the Budget Committee must take a position on all Warrant Articles submitted. The Board asked Carlson to seek some legal guidance on the verbiage, and the Board said they would get back to Stanton with an email when they had more feedback. He was thanked for coming in and left the meeting at approximately 7:29 pm.

At 7:30 pm Building Inspector/ Code Enforcement Officer Larry Miner came back into the meeting. He provided some updates on current projects in his monthly reports. This includes the proposal for a temporary living unit for the homeowner at 13 Beede Hill Road, while rebuilding from the fire takes place. The company who filed for a permit has provided setbacks and other necessary information, and Miner will work with them on other compliance and permitting matters. This new Ordinance has not been "used" since it was voted in, so this will be a learning experience for all relative to process. It is now up to 90 days the temporary unit can be on site. Miner said they are anticipating four months of construction, but he will set performance deadlines and it will be potentially renewable at the end of the 90 days as long as good progress is being made.

Janvrin moved to approve the temporary home placement for 90 days on parcel 03-113 at 13 Beede Hill Road to be reviewed after 90 days, if necessary. This was seconded by Barham with unanimous approval.

At 7:34 pm Janvrin moved to enter non-public session pursuant to NH RSA-3-II (e) to discuss legal matters and those which may be harmful to people's reputations, with the Building Inspector. Cordes seconded and the roll call vote was unanimously approved 3-0; Cordes-yes; Janvrin-yes; Barham-yes.

At 7:59 pm Janvrin moved to return to public session. Barham seconded and the roll call vote was unanimously approved 3-0; Cordes-yes; Janvrin-yes; Barham-yes.

Miner left the meeting at this time.

There were bathroom breaks and the meeting returned to session, and live broadcast, at 8:06 pm.

## **VI. OLD BUSINESS**

1. Selectmen reviewed the bond submitted by Bill and Linda Fletch regarding an exception to the Weight Limit Ordinance. They also reviewed information from Town Counsel on suggested bond template language later. There was lengthy discussion on whether or not the road was suitable to be bonded, given it's current condition. Barham explained in detail his thoughts on it being "fit for purpose" and the condition. Despite the recent work done, the road is not in tip top shape. The Board said they were not inclined to grant an exception, and did not think that accepting the bond did anything for the situation without an engineering detailed condition of the road, and what any particular truck or trucks or business may be potentially able to damage given their volume of truck traffic, and numerous other factors.
2. Work on the front entry vestibule will begin next Wednesday.
3. Bill Millios reports that the sound issues with FCTV equipment have now been corrected. Kevin Woods assisted again on Monday, working with Access AV.
4. The Town has received a resignation letter from John Owens from the Highway Department.

## **VII. NEW BUSINESS**

1. Consent Agenda Items
  - a. Payroll Manifest \$37,647.97
  - b. Accounts Payable Manifest \$77,046.70
  - c. Department Head timesheets for pay period ending 12/05/2020
  - d. Sign Purchase & Sales Agreement for Parcel 04-017 from the Boylan Family as discussed at the Public Hearing last week
  - e. FCTV Revolving Fund Manifest 2020-25 in the amount of \$25,147 for the Access AV

A motion to approve the above Consent Agenda items as read was made by Barham and seconded by Janvrin with unanimous approval 3-0. Then a motion was made by Janvrin to adjust the FCTV manifest to the correct amount of \$25,147 for Access AV due to a typo (originally stated \$26,147). Barham seconded and the vote was unanimously approved 3-0.

2. Selectmen reviewed the folder of incoming correspondence. Items noted include: request from the property owner at 13 Beede Hill Road for temporary housing due to recent fire; an email from an Epping resident disappointed in the decisions on Shirkin Road; Franco Rossi email on updating tax maps and his pricing to realign parcel data boundary points to align with GIS; (Barham will take this on to review further); email from Black Rock Village HOA President Don Lafferty thanking the Board and contractors for the recent work correcting the deceleration lane; legal PH for conditional use permit at 225 Main Street; Fletch's letter and bond looking for relief on weight ordinance and willing to post a bond.
3. Discuss Intent to Cut for parcel 05-032 submitted by Darren & Christina Barnes. Carlson spoke with the logging stating he is not using Fremont roads which is not able to and he is using Loom Way and he is using small trucks which the Building Inspector is going to keep an eye on. A motion to approve the intent to cut for parcel 05-032 was made by Barham which is seconded by Janvrin with unanimous approval 3-0.
4. The Board considered the most recent Covid (CARES Act) reimbursement and carryover to 2021 in case it is needed for additional expenses. The budget can be offset by the remaining dollars and the balance held in an account as revenue for 2021 or to complete other COVID-19 items that are still pending. Of the current check pending for receipt, approximately \$7,000 of it is committed to the offset

Approved 12/17/2020

of EM COVID-19 expenses carried in line item 4291 (including the Town Hall front vestibule to be constructed next week). The balance will be carried in a revenue line encumbered for any emergent expenses in 2021, with any residual to be used as revenue. Currently we are planning on revenue of at least \$40,000 to offset the 2021 tax rate.

At 8:25 pm Police Chief Jon Twiss came to meet with the Board. He presented a request for the Board to approve a PD Purchase Order 20-2 to Two Way Communications for 11 replacement batteries and a charger in the amount of \$1,292. He said that some of this would come from funds remaining in the equipment line and some from prosecution line to cover this purchase. It was clear that the expense would be charged to the equipment line to show the actual expense and what it was for.

A motion to approve this Purchase Order as recommended by the Chief, with Carlson authorized to sign it, was made by Janvrin and seconded by Barham. The vote was unanimously approved 3-0.

At 8:28 pm Janvrin moved to enter non-public session pursuant to NH RSA 91-A:3 II (c) to discuss a personnel matter. Cordes seconded and the roll call vote was unanimous 3-0. Cordes-yes; Janvrin-yes; Barham-yes.

Respectfully submitted,

Jeanne Nygren  
Selectmen's Administrative Assistant

At 8:42 pm Barham moved to return to public session. Cordes seconded and the vote was unanimously approved on a roll call vote: Cordes – yes; Janvrin – yes; Barham - yes. Janvrin moved to seal the minutes of non-public session indefinitely. Barham seconded and the vote was unanimously approved on a roll call vote: Cordes – yes; Janvrin – yes; Barham - yes.

Jon Twiss left the meeting at this time.

A motion was made by Barham to formally accept the resignation submitted this evening by John Owens from his full-time position as a highway Department laborer. Janvrin seconded and the vote was unanimously approved 3-0. The Board asked that a letter be ready for signature as soon as possible to Owens acknowledging this resignation.

Selectmen further discussed the Weight Limit Ordinance. The Board has no interest in granting any hardship relief to anyone, they have an alternative way out of their Epping businesses. There was discussion that the insurance bond option is not viable unless the road is in great condition and we need to secure the chance that damage is going to occur. The road is already in less than great condition.

The Board discussed and expressed frustration again over the fact that we did not manufacture this problem and it is not Fremont's problem to solve. The Board feels that they work for Fremont taxpayers. This led to further discussion of the Epping resident letter submitted, which blames Fremont and clearly does not have all of the background (and past 20+ years of history on the Shirkin Road issues). The Board would like to have a letter prepared to advise the Epping resident of more of these historical facts. The same hazards they mention going through Epping neighborhoods have been in Fremont neighborhoods for many years, and they are all generated and originating from Epping.

Approved 12/17/2020

Selectmen followed up on discussion from non-public session with the Building Inspector and Barham moved to authorize a wage increase to \$22.50 per hour for Larry Miner, beginning with the first full pay period of January 2021. Janvrin seconded and the vote was unanimously approved 3-0.

### VIII. WORKS IN PROGRESS

1. Over the next couple of weeks we will likely do an Accounts Payable run each week to keep track of final year end expenses. This will only be until year end.

On Christmas week Janvrin moved to authorize two Selectmen or one Selectmen and Carlson to sign the manifests for payroll and accounts and payable which was seconded by Barham with unanimous approved 3-0.

The next regular Board meeting will be held on Thursday December 17, 2020 at 6:30 pm.

With no further business which may legally come before the Board, a motion was made by Barham to adjourn at 9:04 pm. Cordes seconded and the vote was approved 3-0.

Respectfully submitted,

Heidi Carlson  
Town Administrator