

I. CALL TO ORDER At 6:30 pm the meeting was called to order in the Fremont Town Hall basement meeting room. Present were Selectmen Gene Cordes, Neal Janvrin, and Roger Barham; Town Administrator Heidi Carlson; and Selectmen's Clerk Jeanne Nygren. Fremont School Board member Gordon Muench and Eric Turer were also in the audience. All rose for the Pledge of Allegiance. This is a live broadcast meeting done by Bruce White of FCTV.

II. ANNOUNCEMENTS

1. The Library, along with Conservation and Open Space will hold an event on Saturday October 13, 2018 at the Library from 11:00 am to 1:00 pm. The Scarecrow Contest is in full swing. Stop by the Library for details!
2. The Fremont Planning Board will host a special session on Wednesday, October 17, 2018 at 6:30 pm at the Fremont Town Hall in the basement meeting room to discuss proposed changes to the Fremont Zoning Ordinance including a new definitions section, changes to the zoning districts, and changes to the table of permitted and prohibited uses within all districts.
3. Fall Bulky Day will be held on Saturday, October 20th from 8:00 am to noon. Volunteers are still needed for this event.

III. LIAISON REPORTS

Janvrin reported on the September 25, 2018 Zoning Board of Adjustment meeting:

1. Two Variances were approved at Map 02-151.002 at 662 Main Street to permit construction of two manufactured assembly buildings which are over the height limit of 35 feet.
2. A Waiver was approved to allow Scott and Brenda Barthelemy of 154 Martin Road to erect a building on a lot without any road frontage on newly subdivided parcel 06-021.001.

Janvrin also attended the September 29, 2018 Hazardous Waste Disposal Day in Brentwood which he said was a tremendous success. Logistic planning needs to be addressed when another event is scheduled to adequately handle the number of vehicles and traffic issues at the site. With only one police officer on duty and the large amount of residents (4 towns involved) participating in this event Janvrin ended up assisting with traffic control on Route 111A, which had traffic backed up for ½ mile from the drop off for the event.

Barham reported on the October 3, 2018 Planning Board meeting that had two public hearings scheduled.

1. Eversource Energy application to obtain permission for their tree cutting on scenic North Road, which was approved by the Board.
2. Site plan application for two proposed manufacturing and assembly buildings for Ragnar Original Innovations, Inc. at 662 Main Street, Map 02/151.002. This will be continued on November 7, 2018.
3. Kasher Corporation has requested a continuance for the Site Plan application for three multi-family lots being developed on Copp Drive. This will resume on November 7, 2018.

A representative of SouthEast Land Trust spoke to the Board regarding the lack of access to maintain their property. Steve Bassett was also present as he is also having difficulty accessing his land. There have been multiple committee discussions on this process. SouthEast Land Trust realizes they need to pursue independent deed and ROW research (likely through Mr. Wilson) as this is between the current land owners to solve.

Barham said that he is continuing to work with RPC on the GIS mapping information, as well as accumulating the RSMS data for the highway project. RPC obtained NH DOT data relative to road classifications (State, Town and Class V and VI, and Private). The DOT map provided by RPC is not the most current one the Town has approved, so that is being corrected as well.

Cordes reported on the October 3, 2018 Budget Committee meeting. The Committee reviewed the operating budget, including if a couple of the proposed purchased could be done this year with funding if the winter season is mild in November and December, as well as if the mower could be purchased from Capital Reserve. They also met with the Town Clerk to discuss her proposed budget and current working hours. No recommendations were made on these department budgets.

IV. APPROVAL OF MINUTES

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

V. SCHEDULED AGENDA ITEMS

At 6:45 pm Library Trustees John Hennelly, Cheryl Rowell and Librarian Eric Abney met with the Board to review the quote received by Alpha Inspections for \$1,200 to obtain critical information for future financial planning at the Fremont Public Library. Cordes shared his concerns that the operating budget is unable to handle any unexpected maintenance needs that could be costly and the need to reveal any potential large cost repairs needs to be identified. The inspection report would review all of the current building maintenance issues, including HVAC systems, roof, etc. For an additional \$200 the company will provide a budget cost to cure everything in the report.

There was discussion about the fact there are five furnaces and condensers (all of which are 16 years old), as well as hot water system equipment, among other areas needing assessment.

At their meeting, the Trustees agreed on having this inspection as some possible big ticket items may be identified and they will get a better description of what is needed and prioritize the list in the order of what needs to be focused on and this inspection is essential.

Carlson said having the prices on projects needing to be done might be best budgeted in the Expendable Town Trust Fund as then it is carried over (a building maintenance savings account); and used as needed.

Hennelly was concerned in spending this money for the survey, and remarked that Abney has been doing some repairs in house to help save money. Cordes will put together a list of items possibly needing to be addressed for the Trustees to look at when they move ahead. The Trustees were thanked by the Selectmen and left the meeting at 6:58 pm.

At 7:00 pm Fire Chief Richard Butler met with the Board to do a review of the proposed 2019 operating budget and Warrant Articles. They reviewed line items that have changes from the prior year, as follows:

4210190 Weekend duty officer-\$1,950 increase to accommodate the changes to scheduled personnel to coverage on weekends for all 52 weeks of the year.

4220250 Mileage Reimbursement-\$700 increase for mileage reimbursement for members training at the Fire Academy in Concord, NH.

4220300 Protective gear & uniforms-\$14,600 increase-need to replace 6 sets of gear which will age out in 2019.

4220800 Computer-software-\$1,300 increase-increase in software and support services and includes an update/replacement of 2 computers. Carlson said that if this purchase can be completed this year with the computer funding allocated, that this could be removed from the 2019 budget. Carlson and the Chief are working with DayStar on the work.

Janvrin moved to recommend \$213,019 for the operating budget 4220 Fire Rescue Department. Barham seconded and the vote was unanimously approved 3-0.

For anyone watching tonight's meeting Cordes wanted to update residents on recent trending in the Town. The Fire Chief has made the Selectmen aware of his concerns of availability of personnel in the volunteer Department in the response of calls. This trend is going on also in a lot of surrounding towns and not just Fremont. He is troubled as some calls do not get a Fremont response to due to lack of participation or availability. It was noted that these are changing times, family commitments and financial obligations in a lot of first responder's personal lives, as well as a growing number of residents add to the problem.

Several surrounding towns have gone to a per diem system to alleviate some of the daytime response issues. MRI was contracted by the Town, and we have been working with them for over a year now. This involves the Fire Rescue Leadership Team, the membership, Selectmen, and MRI consulting staff to get a better understanding of the situation to arrive at potential solutions. Chief Butler is proposing a per diem system in Fremont to be placed s a Warrant Article for voter approval. He used other town's data to arrive at the possible cost to fund per diem coverage, and the Warrant Article proposed uses a \$20.83 hourly wage based on neighboring towns.

The per diem shifts proposed are 10 hours of coverage per shift (7 am to 5 pm weekdays) for two firefighter/EMT's to be in the station. They would take care of many of the Department's maintenance issues as well as hydrants, and other items as outlined in job descriptions. Carlson said that much of this information is circulating around the Municipal Manager's email list-serve, and that job descriptions are something we should work on now as the proposal develops. Butler said that if the per diem staff had the qualifications, that they could also do inspections.

There is also a Warrant Article proposed to cover on an hourly (on call) basis, some evening and weekend hours. These shifts would be filled by paying minimum wage (\$7.25 per hour) for the membership of the Department to be home on call. If they responded to an incident, they would then also receive points. Butler does not believe he could fill every hour between the per diem time each day, but that this would be some additional incentive. The Points Compensation Plan along with weekend duty officer stipend will still remain in place.

There was still a lot of research necessary to clarify if it should be 5 days on call vs 7 days on call; and the hours necessary, 10 hour shift vs 8 hour shift depending upon gap times, and having \$7.25 the per diem rate.

Janvrin motioned to table the warrant article discussion further until next week's meeting, October 18th, when Chief Butler will plan to return at 8:00 pm. This was seconded by Barham. The vote was unanimous 3-0.

At 7:45 pm the meeting was open for potential bidders on the RFP for MSW/Recycling contract. Present were Jim Nocella from Waste Management, and Brian Groshon and Erin Banfield from Casella Waste Systems Inc.

Nocella asked clarification on several items on the RFP:

1. On page 3 regarding the pricing formula for recycling, he asked about the Board's consideration for a formula here due to the vastly changing commodity market value per ton and inability to find recycling a resource for this. The Board said they were willing to negotiate this based on submissions, but would much prefer a yearly and not monthly.
2. He asked about commercial stops. Carlson said that was amended into the contract to account for home businesses and other locations where a toter may be appropriate (and not a dumpster). There are not any large number of these stops at this time.
3. Page 4 he asked about "placing carts back in the yard" and said that the truck deposits it back at the curb. This was acknowledged and is supposed to mean set back down and not discarded or thrown in the yard, left upright whenever possible.
4. It was clarified that the contract needs to be approved by voters on a Warrant Article based on changes in the default budget law.
5. It was clarified that pricing for the first year is a partial year, and then it is a January to December calendar year thereafter for years two through five. Anyone including a sixth year (for budget and carryover purposes) will also be considered.

Casella had submitted a written list of questions earlier in the week and each of these were also reviewed:

1. The Town, while we do not wish a service day change, we felt it could be accommodated.
2. The contractor owns the toters currently, and it is the Town's desire that the contractor own them. Selectmen said they would look at anything which is proposed. The Town does not wish to own toters at the end of the contract term.
3. The Town would allow for collection on Veteran's Day.
4. The Town will work with the vendor on contamination issues with a lot of public education. Casella described their "tagging" system of a recycle bin which may contain contaminants, and items are tagged and returned to the bin if unacceptable. This is what Waste Management does now, and people generally get their questions answered quickly when items are tagged and left for alternate disposal.
5. The Town would consider a cost/share on the revenue from recyclables.
6. Nocells indicated that the Town does not have an option to send acceptable waste to the North Andover Waste-to-Energy Facility with 60 days written notice to WMNH.
7. The Town would consider an alternative tipping fee after the 2020 WM contract ends with the 53B group.
8. The Town would consider a formula to account for dumpster tonnage from Town Buildings. Nocella indicated that Waste Management is basically providing this service at no cost now because that truck cannot account for what it picks up in any given day.

It was clearly stated that the Town will consider anything proposed, and anything and everything must be clearly spelled out on the bid forms.

With no further questions, all attendees were thanked for their interest in the contract process and were welcomed to be present when bids are opened in two weeks at the Board's meeting of October 18th.

VI. OLD BUSINESS

1. The Town hired Hillside Landscaping to take care of the Japanese knotweed that was located on North and Beede Hill Roads. A follow-up email has been sent to the State and now they are asking for additional photos documenting the work.
2. The next meeting of the 53B Committee will be held on Wednesday October 17, 2018 at the Atlantic Grill in Rye.

3. Earlier this week Lane Roofing brought in sample roofing shingles for the board to pick the color. A motion was made by Janvrin to select "Dual Grey" asphalt as the color of the new Safety Complex roof and Barham seconded. The vote was unanimous 3-0.

4. A motion was made by Barham to execute and sign the "Waiver of Municipal Liability for Buildings with Access not via a Class VI Highway – Relative to Building on Lot 06-021.001" for Scott and Brenda Barthelemy. The Waiver has been signed by Scott and Brenda Barthelemy. This was seconded by Janvrin. The vote was unanimous 3-0. This will be recorded.

VII. NEW BUSINESS

1. A motion to approve the payroll manifest of \$29,477.41 for the current week dated October 5, 2018 was made by Janvrin and seconded by Barham. The vote was unanimous 3-0.

A motion to approve the accounts payable manifest of \$ 28,411.68 for the current week dated October 5, 2018 was made by Barham and seconded by Janvrin. The vote was unanimous 3-0.

2. Last week's accounts payable manifest was already signed by Neal Janvrin and Heidi Carlson as per the authorizing vote of 09/24/2018. The total of \$57,913.80 was available for review by all members this evening. Motion was made by Janvrin and seconded by Barham to have the remaining Board members sign this manifest. The vote was unanimous 3-0.

3. Selectmen reviewed the folder of incoming correspondence.

4. A motion to approve the FCTV Revolving Fund Manifest #2018-23 which documents replacement of lost check #1080 issued to Kevin Woods in March was made by Barham and seconded by Janvrin. The vote was unanimous 3-0. There is no new expense here, just reissuance of the lost check in the amount of \$65 and voiding of the lost check.

5. Carlson prepared Purchase Order 2018-013 for Fire Rescue computer upgrades in the total amount of \$9,140. This will be funded from the Emergency Management, Fire Rescue, and GGB budget lines. It includes some long overdue network security issues, a wifi upgrade for training, a networked printer and updated computer networking and work stations. A motion to approve PO 2018-013 was made by Barham and seconded by Janvrin. The vote was unanimous 3-0.

6. A motion to sign a release of lien for payment received in full on parcel 02-105 was made by Janvrin and seconded by Barham. The vote was unanimous 3-0.

7. Carlson explained that the Cemetery Trustees had made a request for reimbursement from Perpetual Care Trust Funds for the Leavitt Cemetery to help pay for the removal of the deteriorating masonry wall. The Cemetery Trustees put the project out to bid and had selected the lowest bidder for a fee of \$5,500 to remove the wall. Pursuant to NH RSA 31:95-b the Board of Selectmen needs to accept the \$2,500 from Cemetery Trust funds (for perpetual care) as requested by the Cemetery Trustees to offset the cost of removal of the wall at the Leavitt Cemetery. The invoice is being paid this week to Blue Sky Landscaping, as all work pursuant to the RFP has been completed.

A motion was made by Barham to accept and expend the \$2,500 from cemetery perpetual care against the Blue Sky invoice. Janvrin seconded and the vote was unanimously approved 3-0.

8. With all in order, a motion to approve the Veteran Credit application for John O'Grady on parcel 06.020.011 was made by Janvrin and seconded by Barham. The vote was unanimous 3-0.

9. Road Agent Leon Holmes Jr is looking to eventually replace the old Great Dane mower that is going on 20 years, and was purchased used. There is an outstanding invoice for \$183.00 for recent repairs done and an offer was made to exchange this mower in trade for paying this bill. Janvrin moved to permit this exchange to Ron's Small Engine in payment of the outstanding invoice. Barham seconded and the vote was unanimous 3-0. It is noted that the trade in value for the old mower is \$200.

10. A motion to execute and approve the cemetery deed for lots B13 and B14 in the new section of Leavitt Cemetery to Darlene Purington for the Estate of Walter David Welch Jr was made by Janvrin and seconded by Barham. The vote was unanimous 3-0. Members signed the deed.

11. An email was recently sent by a leader Cub Scout to request a speaker for one of their upcoming meeting. The Selectmen will check their schedules and reply to this request.

12. Selectmen reviewed the following budgets:

4151 Financial Administration – Carlson reviewed the items which make up this budget, including the Treasurer, Budget Committee expenses, and the Town's annual financial audit. The budget is level funded with 2019. After review of the line items, a motion to recommend this budget line 4151 for \$21,110 was made by Barham and seconded by Janvrin. The vote was unanimous 3-0.

4194 General Government Buildings

4191010 TH Maintenance wages and 4194310 SC maintenance wages - both increased for a 2% wage increase.

4194190 TH computer services - Increase of \$1165.00 due to increase in support and service costs and contract increase

Repairing and repaving parking lot-look at presenting as a Warrant Article due to cost estimate being high.

4194310 SC Maintenance - Increase \$970.00 increase to costs of water softening system, fire pump maintenance testing, fire alarm system and security systems monitoring, and small repairs.

4194720 Meetinghouse Maintenance - Increase of \$1250.00 due to upkeep of grounds which has been charged to cemetery budget to keep in line with where the expense is being used. The Board asked for a GL adjustment to be made for FY 2018 to account for these hours correctly (moving them from Cemeteries to Meetinghouse Maintenance).

4194995 Website Maintenance – The Town's website host is discontinuing use of the FirstClass editing software and our website needs to be rebuilt. To achieve this we can pay for it over three years for a \$1,000 increase added to this line to spread the cost over 3 years. Carlson is recommending this as the cheapest option to keep the website operational without a complete rebuild.

A motion to recommend \$94,931 for 4194 General Government Building budget was made by Janvrin and seconded by Barham. The vote was unanimous 3-0.

4195 Cemeteries – Trustees will present to the Selectmen on October 11, 2018.

4197 Advertising & Regional Association (reduced based on RPC letter) A motion to recommend \$8,860 for 4197 Advertising and Regional Association was made by Janvrin and seconded by Barham. The vote was unanimous 3-0.

4240 Building Inspection – The Board would like to meet with Gregg Arvanitis and he will be asked to attend the October 11, 2018 meeting to answer questions.

4323-4324 Solid Waste Collection and Disposal - needs more review and additional information from the RFP.

4520 Parks & Recreation - possibly on next week's agenda.

4610 Conservation Commission - possibly on next week's agenda.

Copies of the draft Warrant Articles to date were circulated for Selectmen to review. More clarification from Road Agent on Chester Road Warrant Article proposal was necessary. A motion was made to move forward Holmes' Option 2 for Chester Road and then it was withdrawn due to the lateness of the hour and the Board wishing to seek further clarification about Holmes' plan for the road. The Board asked for Holmes Jr to come back in next week to review prior to any finalization.

VIII. WORKS IN PROGRESS

1. The Annual Snowmobile Grass Drag Event will be held this weekend. Traffic is expected to be heavy on the north side of town.
2. The Budget Committee is meeting weekly through December 19th on Wednesday evenings at 7:00 pm, except the week of Thanksgiving. The Public Budget Hearing is scheduled for Wednesday, January 9, 2019.
3. The trash & recycling bids are due October 18, 2018 at the Selectmen's Office.

At 9:42 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 unanimously approved 3-0. Cordes-yes; Janvrin-yes; Barham-yes.

Nygren left the meeting at 9:45 pm.

Respectfully submitted,

Jeanne Nygren
Selectmen's Clerk

At 9:45 pm the Board began their non-public session.

At 9:50 pm motion was made by Janvrin to return to public session. Barham seconded and the roll call vote was unanimously approved 3-0. Cordes-yes; Janvrin-yes; Barham-yes.

Selectmen noted receipt of a letter that will be placed on file.

The Board discussed the trash bid potential options and how the recycling changes will affect our pricing in years ahead. The value of recyclables is poor at best, and costing the Town money at worst.

With regard to the Government Buildings Budget, there was discussion about the roof on the rear shed at the Town Hall as well as having Virtual Town Hall host the Town's email system potentially as part of the conversion to the new editing platform.

With no further business to legally come before this meeting, motion was made by Janvrin to adjourn the meeting at 10:10 pm.

The next regular Board meeting will be held on Thursday October 11, 2018 at 6:30 pm at the Fremont Town Hall, basement meeting room.

Respectfully submitted,

Heidi Carlson
Town Administrator