

At 6:30 pm the meeting was called to order at the Fremont Safety Complex at 425 Main Street to meet with Lane Roofing, the contractor submitting the lowest bid for the building's roof replacement. Present were Selectmen Gene Cordes, Neal Janvrin, and Roger Barham; Selectmen's Clerk Jeanne Nygren, Fire Chief Richard Butler, School Board member Gordon Muench and Josh Lane from Lane Roofing in Derry.

There were many questions relating to this project that the Selectmen wanted to clarify with the roofer as well as possibly adding work to the bid to obtain a price. They are as follows:

1. Length of project: Lane thought it could be three days to complete, could possibly be done in two (weather dependent).
2. Accommodating vehicles needing to respond to emergency calls: Lane cited OSHA rules in place while job is in progress, including that no ladders will block entrances or exits. He uses a truck with a dumpster on it to haul away debris of old shingles as they are removed.
3. Selectmen asked him to quote a price to upgrade the ice and water shield to be 9 feet up with 18x18 side wall. Lane will quote on this upgrade.
4. Boots on stacks: Lane will provide new boots but not new stacks.
5. All antennas to remain in place. Nothing needs to be done on the soffits, there is proper ventilation.
6. Ridge vents to be inspected with possibly enlarging for proper ventilation. (after visiting attic of building he suggested changing to a humidistat to control condensation with changing seasons)
7. Ice wall and flashing on the whole roof was not recommended by Lane, to stay within building codes.

Lane was thanked by the Board and he will send his estimate later this evening for review. This meeting will be continued at the Fremont Town Hall, where everyone proceeded.

Cordes continued the meeting in the basement meeting room at the Fremont Town Hall at 7:06 pm. Present were Selectmen Gene Cordes, Neal Janvrin, Roger Barham, Town Administrator Heidi Carlson, Selectmen's Clerk Jeanne Nygren; and School Board member Gordon Muench. All rose for the Pledge of Allegiance. This meeting is being live broadcast by Bruce White from FCTV.

II. ANNOUNCEMENTS

1. Hazardous Waste drop-off day will be held on Saturday September 29, 2018 from 9:00 am to 12 noon at the Brentwood Highway Shed. Information is in the September Newsletter and posted on the trash and recycling page of the Town website.
2. The Planning Board's North Road Scenic Road Public Hearing will be held on Wednesday October 3, 2018.
3. The Library, along with Conservation and Open Space will hold an event on Saturday October 13, 2018 at the Library, including unveiling the new sign, a kids hike, and a barbeque.
4. 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.
5. Fall Bulky Day will be held on Saturday, October 20th from 8:00 am to noon.

6. The second FCTV channel is up and running. This is Channel 13 which will be replaying the Fremont School Board meetings. Times for replay are 7:00 am, 10:00 am, 1:00 pm and 4:00 pm.

III. LIAISON REPORTS

Barham attended the September 18, 2018 Community Night Open House at Ellis School where he handed out information to residents pertaining to the town and answered any of their questions.

He also recapped the September 19, 2018 Planning Board meeting where they reviewed four gravel excavation sites that were approved for the next year. They reviewed the proposed Zoning Ordinance changes. The Town is working with RPC with some block grant funds to work on the Aquifer Protection District Ordinance as well.

Cordes reported on the September 19, 2018 Budget Committee meeting, where members spent a considerable time on the Police Department budget. Chief Twiss answered many questions regarding the Department budget, including wages and the short-staffing issues the Department is currently dealing with. There were many question relative to the pay matrix. There were no decisions made at this meeting. The next meeting is planned to be a work session on budgets the Committee has in hand. Janvrin will be attending in place of Cordes.

Barham noted that there is an informational meeting ongoing tonight at the Fremont Public Library relative to the Granite Bridge project.

IV. APPROVAL OF MINUTES

A motion to approve the minutes of September 13, 2018 as written was made by Barham and seconded by Janvrin. The vote was unanimous 3-0.

V. SCHEDULED AGENDA ITEMS

At 7:30 pm Road Agent Leon Holmes Jr presented his 2019 Highway Department budget.

He briefly recapped the 2018 work done which included:

1. Beede Hill Road Warrant Article: Total cost of \$213,094 completed the project. While doing this project a culvert crossing failed and needed replacement which he took out of his operating budget.
2. North Road: 11,234 feet remaining from last year was completed with an overlay. Paving total cost came in \$2,000.00 under what he expected. The total cost was \$183,000.00 for this project.
3. Red Brook Road: Completely reclaimed using Warrant Article funding. There is a small amount of money left for one remaining drainage project. He has an estimate of \$67,500 for the overlay work which is included in the 2019 budget.

Barham said that he contacted both Eversource and NHEC regarding movement of a pole in the culvert on Red Brook and waiting on Tibbetts Road utility company response.

He then started to review his 2019 proposed budget as follows:

<u>Line item</u>	<u>requested amount</u>	<u>rationale</u>
4312001 Winter Salt	\$44,650	this is a reduction to this line where the prices are lower per ton
4312002 Winter Sand	\$18,590	this line has no change
4312050 Winter equipment		
Hire	\$115,000	this line has no change
4312075 Summer equipment		
Hire	\$ 18,700	this line has no change
4312100 FT wages	\$ 85,052	increase to cover 2% wage increase for 2 full time employees
4312110 FT overtime	\$ 7,650.	this line has no change
4312120 PT wages	\$ 10,000	this line has no change
4312124 PT overtime	\$ 1,000.	this is to cover if needed during winter season
4312170 Road Agent		
Salary	\$ 4,500.	this line has no change
4312205 Training	\$ 180.	increase to pay for new FT employee to attend training
4312250 Mileage	\$ 1.	not used as the town has vehicles that are used
4312300 Safety Eq & Supplies	\$ 200.	used to replace necessary vests and damaged gear
4312310 Gen. supplies	\$ 3,000.	this line has no change
4312340 Guardrails	\$ 8,740.	necessary to replace guardrails as it didn't get done last year
4312350 New equipment	\$7,000.	new expense to purchase new mower for cutting culverts and lawn at highway shed /vs ongoing high cost to repair old mower
4312365 Power tools	\$1,000.	no change in this line, used for upkeep to maintain daily power tools used.
4312400 Communications	\$1,000.	increase in the cost of monthly service fees
4312450 Drainage	\$3,000.	this line has no change
4312455 Signs/posts	\$ 1,000.	this line has no change
4312460 Hot/cold patch	\$ 3,000.	this line was reduced \$1,000.00 as roads it was mainly used in the past are the recent reclaimed roads done.
4312470 Gravel/loam/Stone	\$2,000.	this line has no change
4312480 Erosion supplies	\$1,000.	this line has no change
4312604 Backhoe fuel	\$5,000.	increase based on project usage in 2019
4312605 Truck fuel	\$6,000	decreased based on actual usage this year; was an estimate as it is the first time the Town has had two vehicles
4312606 Other fuel	\$ 600.	\$100.00 increase on usage of small equipment used
4312608 Plow Maint	\$ 3,000.	\$1,000 increase to get plows up and running for winter snow
4312609 Backhoe Maint	\$ 5,000.	unforseen repairs to backhoe and needing to purchase new tires
4312610 Sander Maint	\$ 3,000.	\$1,000 increase to rebuild old sanders (repair vs buy new ones)
4312615 Sweeper Maint	\$ 3,150.	increase to cover cost to transmission parts/labor which is not covered under warranty.
4312620 Other Eq maint	\$ 2,000.	this line has no change
4312630 Truck Maint	\$ 6,000.	\$3,000.00 increase to Town owned vehicles
4312705 Sealcoat/crack seal	\$15,000.	this line has no change
4312720 Hottop/	\$155,000.	less-\$67,554 to cover Red Brook Road wear coat. Repair Scribner Rd, Abbott Rd, Bean Rd and Martin Road areas.
4312800 Roadside Mowing	\$ 9,000.	increase \$1850. A total of three weeks is needed with the rental equipment for mowing, to get the entire Town done.

<u>Line item</u>	<u>requested amount</u>	<u>rationale</u>
4312810	Painting lines \$ 3,000.	\$2,000.00 increase for relining newly paved roads
4312820	Beaver control \$ 2,000.	Up due to increase in beaver populations on North side of town
4312830	Tree work \$ 5,000.	\$1,000.00 increase as this is continually happening as trees age
4312900	Engineer fees \$ 7,500.	Funds in 2019 include \$5,000 for RPC to assisting in evaluating roads and compilation of data with RSMS system. Also includes \$2,500 for planning for the 2020 budget
4312940	Bldg Maint \$ 1,000.	increase in general repairs, maintenance, was previously carried in The Government Buildings budget

The total requested operating budget for the Highway Department is \$568,513.00 as presented by Holmes Jr. The Selectmen had already reviewed this budget prior and thanked Holmes for his hard work along with the Highway workers (including winter contractors) for their dedication to the Town. All the roads finished have rave reviews by residents and the Board members and look great.

Janvrin moved to recommend \$568,513 to line 4312 Highway Operating budget and Barham seconded. The vote was unanimous 3-0.

Holmes is gathering data along with Town Engineer Dan Tatem for a warrant article preparation cost for Chester Road in 2019. They are planning on testing culverts for repair vs replacement costs.

He was thanked again by the Board and left the meeting at approximately 8:20 pm.

VI. OLD BUSINESS

1. On election day, Selectmen had investigated having a building assessment done of the Fremont Public Library and had briefly spoken with Eric Abney about this. The Board had requested a quote from Alpha Builders, which was available for review. The Library Trustees and Budget Committee had also discussed this when Abney presented the 2019 Library budget, to get an evaluation of the building and what is needed for current maintenance and repair. Selectmen asked for Carlson to share this quote with Abney and the trustees for them to make a decision about it. The total cost is \$1,200 with an additional \$200 for cost estimates to be provided on each item noted in the report. The Selectmen said this is the Trustees responsibility, but Selectmen are happy to work with them on it.

2. The trash & recycling RFP was completed in final form and posted on Monday September 17, 2018. The bidders meeting will be held at 7:45 pm on Thursday October 4, 2018 at the Town Hall, as part of a Selectmen's Meeting. The addition of Bulky Day dumpsters pick up is being done as a separate RFP, but could be done as an add-on to the MSW bid if a contractor sees fit.

3. The review of the Town Report bid tally spreadsheet showed Country Press, which has done the work for the past few years, was the low bid for 650 books at \$2,619.52. A motion to award the bid to Country Press for printing of the 2018 Town Report for \$2,619.52 for 650 copies was made by Janvrin, and seconded by Barham. The vote was unanimous 3-0.

4. Safety Complex Roof proposals and follow-up information will be provided as requested. It was reported from the site visit this evening that the Board has asked for a price to extend snow and ice shield up the cheek wall, look at ridge venting, noted that boots for stacks are included, and that the awnings over each of the exterior man doors is also part of the bid. Lane stated that the roof decking needs to breath and recommended that the whole roof should not be covered in ice and water shield as it may start

to curl it. So Selectmen have asked about removing that from the bid (it was included in Lane's original proposal as per RFP). Lane stated the soffits are properly vented.

Carlson said the full coverage ice and water shield has been used on all of the other three roofs the Town has done in recent years at the Building Inspector's recommendation, and was included in the RFP.

5. Selectmen took copies of the Warrant Article proposal data from Chief Butler with staffing configurations for per diem daytime coverage and evening paid call coverage to review. This will be reviewed with the Chief after the non-public session on Monday.

6. Carlson reported that the rest of the generators have been sold for \$400 which was less costly than the scrap removal. A check is due in this week or early next, and the removal process will begin shortly.

7. The Barthelemy ZBA meeting is next week, relative to the exception for a building permit on a lot without frontage. Carlson reviewed the comment sheet and shared with Selectmen a letter drafted to cite the outline of potential conditions. The draft waiver form has been sent to Town Counsel for a final review.

Janvrin abstained from this discussion due to his status as a member of the ZBA. Carlson stated that the subdivision has been done, with a pending zoning exception regarding the driveway access. Jenn Rowden's advice to the Town was to request a municipal waiver be drawn up and signed, which Carlson had drafted. Reference was again made to NH RSA 674:41 and the waiver process for private or Class VI roads. This statute and the Town's Class VI waiver was used to draw up this current waiver, primarily for adequate access and public safety. Road Agent Holmes will look at the turning radius as the driveway access should meet driveway regulations also, even though it is not on a Town road and on a common driveway. Holmes Jr also agreed that using the Driveway Regulations as a standard is appropriate.

Selectmen reviewed a draft letter with some edits that Carlson will updated for signature on Monday evening. Barham moved to approve the letter and use of a waiver once approved by Town Counsel. Cordes seconded and the vote was approved 2-0-1 with Janvrin abstaining.

8. Fire Chief Richard Butler has met with Daystar on the overall plan for technology upgrades at the Fire Rescue Department. Carlson indicated she is planning to use the funds allocated for two replacement computers at the Town Hall to replace two within the Fire Rescue Department. Once the quote for all the upgrades is received, it will be shared and discussed. This is likely to happen on Monday.

VII. NEW BUSINESS

1. A motion to approve the Payroll manifest for \$26,688.69 for week dated September 21, 2018 was made by Barham and seconded by Janvrin. The vote was unanimous 3-0.

A motion to approve the Accounts Payable manifest for \$643,724.53 for the week dated September 21, 2018 was made by Janvrin and seconded by Barham. The vote was unanimous 3-0. (\$500,000. Was payable to Fremont School District and \$128,406.13 to GMI for payment on road paving).

2. Selectmen reviewed the folder of incoming correspondence.

3. A date of Monday November 12, 2018 was set for the Veteran's Open House activities. The Library location will be checked to see if the room is available that date; if not Town Hall will be used.

A motion was made by Janvrin to hold a Selectmen's meeting on Monday November 19, 2018 during the week of Thanksgiving, if a meeting is needed. This was seconded by Barham. The vote was unanimously approved 3-0.

4. A motion to approve FCTV Revolving Fund Manifest #2018-22 in the amount of \$974.40 for reimbursement to the general fund for FCTV payroll for September 2018 was made by Barham and seconded by Janvrin. The vote was unanimous 3-0.

5. Selectmen reviewed a letter from Sergeant Larochelle regarding carryover of vacation time for full-time police officers. Selectmen wanted to further review the data, given the short-staffing and inability of employees to take allotted vacation time in 2018. Selectmen asked Carlson to also look at any other full-time staff and what their vacation status was currently. Selectmen were cognizant of the effect of policy changes or adaptations.

6. Budgets reviewed:

4199 Town Report: Carlson explained that the budget is based solely on the bid awarded for the work and \$100 in postage to mail reports to necessary Stage agencies for a total of \$2,800. A motion was made by Janvrin to recommend \$2,800 in 4199 Town Report budget line. This was seconded by Barham. The vote was unanimous 3-0.

The following budgets were distributed for future discussion:

4220 Fire Rescue including Warrant Articles for per diem and evening/weekend coverage
4520 Parks & Recreation

7. A motion was made by Barham for chairman to sign the NH AAO ballot for election of NH AAO officers. (There were no contested races, one officer for each county). This was seconded by Janvrin. The vote was unanimous 3-0.

VIII. WORKS IN PROGRESS

1. The Annual Snowmobile Grass Drag Event will be held on Columbus Day Weekend.

2. The Budget Committee schedule for the fall season has been posted and published. It is weekly from now 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 Black Rocks Village paving pre-construction meeting was held at the Town Hall yesterday at 10:00 am. Josh Manning reports that Continental Paving plans to start milling in the next two weeks, with paving immediately thereafter. Also in attendance were a representative from SW Cole and Town Engineer Dan Tatem.

At 8:50 pm Janvrin moved to enter non-public session pursuant to NH RSA 91-A:3 II (c) to discuss tax hardship matters. Cordes seconded and the roll call vote was unanimously approved 3-0; Cordes-yes; Janvrin-yes; Barham-yes.

Respectfully submitted,

Jeanne Nygren, Selectmen's Clerk

Nygren left the meeting at 8:55 pm.

At 9:00 pm Selectmen began their non-public discussion.

At 9:20 pm motion was made by Janvrin to return to public session. Barham seconded and the vote was unanimously approved 3-0 with a roll call vote: Cordes – yes; Janvrin – yes; Barham – yes.

Selectmen made updates to several tax payment plan letters and the edits will be prepared for the Board's signature on Monday evening.

Based on the discussion, motion was made by Barham to abate \$686.23 in interest and costs on the 2015 property tax lien for parcel 03-169.006. This is done in conjunction with a payment plan that the Board will approve once a meeting is held with the taxpayer. Janvrin seconded and the vote was unanimously approved 3-0.

Selectmen took home copies of the October Newsletter draft for review, and will finalize on Monday evening as well.

The next regular Board meeting will be held on Monday September 24, 2018 at 6:30 pm at the Fremont Town Hall, basement meeting room. The meeting will begin in non-public session pursuant to NH RSA 91-A:3 II (c) and is expected to be as much as two hours. If time permits, a budget work session will be held at the end.

At 9:35 with no further business to legally come before the meeting, a motion was made by Janvrin to adjourn. Barham seconded and the vote was approved 3-0.

Respectfully submitted,

Heidi Carlson
Town Administrator