

**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 Gene Cordes, Neal Janvrin, Roger Barham, Town Administrator Heidi Carlson and Selectmen's Clerk Jeanne Nygren. Fremont School Board member Gordon Muench with his son Cooper and Steve Bassett were also present. Bruce White from FCTV was live broadcasting this meeting. All rose for the Pledge of Allegiance

## **II. ANNOUNCEMENTS**

1. The Town Clerk Tax Collector is CLOSED on Mondays for the summer. The office reopens on Mondays from 9:00 am to noon on Monday September 10<sup>th</sup>.
2. All Town Offices are closed on Monday September 3, 2018 in observance of Labor Day. There is a delay in trash this week by one day.
3. 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.
4. The Fremont Planning Board will host a special session on Wednesday, October 17, 2018 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. Please come at 6:30 pm to view and discuss these changes with staff and stay for a Planning Board presentation starting at 7:00 pm. For any questions, please contact Land Use Administrative Assistant Casey Wolfe at 895 3200 x 306 or at [fremontpz@comcast.net](mailto:fremontpz@comcast.net) on Tuesdays and Thursdays.
5. A bird in Fremont tested positive for WNV last week. In response to that, today the Town undertook a proactive spray of some public areas in town, pursuant to our mosquito control contract. This included the grounds and fields at Ellis School, the Town's ballfields, parking lots and grounds at the Safety Complex and Library.
6. The NH Primary will be held on Tuesday, September 11, 2018 at Ellis School. Polls are open for all elections from 7:00 am to 8:00 pm. Whatever party you are registered at that time is the ballot you will be given at the September Primary. New registrants can declare when they register, but if you are already registered, you cannot change your party affiliation after June 5, 2018. The November General Election (November 6, 2018) has all candidates on one ballot, so you do not have to choose a party. The Supervisors generally meet the first Tuesday of each month from 7:00 to 7:30 pm at the Fremont Public Library. Contact the Town Clerk's Office at 896-8693 x 307 or email [FremontClerk@comcast.net](mailto:FremontClerk@comcast.net) for all election information.

## **III. LIAISON REPORTS**

On August 21, 2018 Janvrin was on site to meet with interested contractors and answer questions regarding the Safety Complex Roof replacement. There were at least 15 proposals sent to different contractors. Two were present on Tuesday, Dave Brennick from KTM Company and Peter DeSalvo of DeSalvo Contract LLC. Questions were asked related to disconnecting solar panels, who did the initial installation whether or not the three antennas are not being used could be removed as there is a puncture in the roof system for each antenna.

Their comments were:

- Double nailing seems over kill as the standard practice is 4 per shingle, although most companies use 6 per shingle to withstand winds up to 130 MPH.
- Removal of siding on the bay end of the building and have ice and water shield installed.
- Warranty on shingles by most companies is a “pro-rated life time guarantee” not a fixed year warranty. The number of years would be dependent on the budget.

The bidding process on this project is open until September 5, 2018 at which time any proposals will be considered by the Board.

Bruce White and Neal Janvrin from the FCTV Committee are scheduled to meet with Jay Somers of Comcast next Thursday August 30, 2018 at 10:00 am at the Town Hall. Janvrin stated he is unsure if he will be available to attend this meeting as his work schedule has changed.

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

A motion to approve the updated version of the August 16, 2018 meeting was made by Janvrin and seconded by Barham. The vote was unanimous 3-0.

#### **V. SCHEDULED AGENDA ITEMS**

At 6:45 pm during the Public Steve Basset provided a copy of the 1932 survey which had some grant money included Fremont mapping. He states there is a building in his right of way and is concerned if any additional building is done. This is also referenced below.

7:00 pm Department Heads

#### **VI. OLD BUSINESS**

1. The Noise Ordinance Public Hearing is posted for 7:45 pm on Thursday September 13, 2018. The proposed Ordinance is posted on the website, in the September Newsletter, and in Town Buildings. Anyone who cannot attend the hearing and wants to submit comments can do so up until 5:00 pm the day of the hearing, by hard copy, mail or email to [FremontTA@comcast.net](mailto:FremontTA@comcast.net).

Some preliminary information has been received from Town Counsel regarding the proposed ordinance and we may need to do additional edits; and the Ordinance may need to be proposed as a Town Ordinance (voted on by the Legislative Body at Town Meeting).

2. Earlier this week Steve Bassett submitted a copy of the 1932 C E Walker map wanting the Board to see the hashed lines showing access on/through parcel 02-151.002 (as now known). Bassett felt like this was additional proof of his ROW claims. A copy was also made for the Planning Board.

3. The most current draft of the trash and recycling RFP was reviewed again. The schedule needs to be updated and the Board needs to discuss possibility of contract beginning April 1 based on default budget law changes, and the new requirement for the Legislative Body to vote on a contract for it to be part of the default budget.

Selectmen also need to consider other changes to the contract to assume some of the risk for change/fluctuations in contract items such as fuel and the cost of recycling to see if that would reduce the overall contract costs. Carlson will work on the possible fuel adjustment language to be included in this RFP.

**VII. NEW BUSINESS**

1. A motion to approve the payroll manifest of \$27,977.80 dated August 24, 2018 was made by Barham and seconded by Janvrin. The vote was unanimous 3-0.

A motion to approve the accounts payable manifest for \$518,087.91 dated August 24, 2018 was made by Janvrin and seconded by Barham. The vote was unanimous 3-0.

2. Selectmen reviewed the folder of incoming correspondence. Members reviewed another letter to Bernadette Patterson regarding her Intent to Cut and other site improvements. Motion was made by Janvrin and seconded by Barham to sign the letter. The vote was unanimous 3-0. Also a motion to sign the 2018-2019 intent to cut that was overlooked a few weeks ago was made by Barham and seconded by Janvrin. This is for parcel 05-026 with the cutting done by Patterson. The vote was unanimous 3-0.

3. The RFP for the Generator bids was August 23<sup>rd</sup> and there was only one bid. This was from Doug Andrews for the #3 and #4 small generators at \$110.00 each. Janvrin moved to accept this bid for a total of \$220.00 for #3 and #4 generators from Doug Andrews. Barham seconded. Carlson will reach out to Harding Metal to pick up the two large generators, and also give a price on the two remaining to take away and dispose of, as we were unable get any interest in purchasing.

4. After review of their schedules the Board set the date for Fall Bulky Day to Saturday, October 20<sup>th</sup> from 8:00 am to noon.

5. A motion to sign FCTV Revolving Fund Manifests 2018-19 in the amount of \$1,042.97 payable to the Town of Fremont for reimbursement to the general fund for August payroll costs and manifest 2018-20 in the amount of \$1,000 payable to Ideal Temp HVAC for half of the cost of the Mitsubishi mini-split installation in the FCTV Control Room was made by Barham. This was seconded by Janvrin. The vote was unanimous 3-0.

6. The 2017 Audit report has been received. It will be posted on the Town's website and copies are available for Board members.

7. Budget Work Session - Carlson distributed several new budgets, including 4141 Election & Registration, 4210 Police, 4550 Library, 4583 Patriotic Purposes, and 4711-4723 Debt Service. The Board wants to schedule Police Department, Fire Rescue Department, Library and Highway Department Heads to present their budgets. Carlson will schedule these departments.

Tonight the following budgets were reviewed and recommendations as follows:

4140 Town Clerk Tax Collector: Selectmen discussed reducing training line by \$300; reducing mileage by \$105; and identifying mortgages by \$500 for a total reduction of \$905 to this budget line. All items were done based on historic usage and the current trend with mortgagee notifications. A motion to recommend \$64,175.00 for 4140 Town Clerk Tax Collector was made by Janvrin and seconded by Barham. The vote was unanimous 3-0.

4141 Election & Registration: Carlson explained that this budget has been adjusted to accommodate only one election in 2019 from the current year that has three elections. A motion to recommend \$7,281 for 4141 Election & Registration budget was made by Janvrin and seconded by Barham. The vote was unanimous 3-0.

4583 Patriotic Purposes: There was an addition of \$50 for the organist to play at Memorial Day Ceremonies, \$200 in postage to mail out Veterans invitations for the two events held each year, and \$175 added as a one-time expense as next year being the 140<sup>th</sup> celebration of Memorial Day in Fremont to accommodate a guest speaker who portrays Abraham Lincoln and to recite the Gettysburg Address. A motion to recommend \$3160 for 4583 Patriotic Purposes budget was made by Barham and seconded by Janvrin. The vote was unanimous 3-0.

4215 Ambulance Services: Pursuant to the multi-year contract in place, there is an addition of \$500 for 2019. There was discussion in general about the service we receive for this sum annually. A motion to recommend \$9,500 for 4215 Ambulance Services was made by Janvrin and seconded by Barham. The vote was unanimous 3-0.

4711-4721 Debt Service: This is the Town's long-term debt service and includes annual payments of principal and interest on the Library and Glen Oakes bonds. A motion was made by Janvrin to recommend 4711-4721 Debt Service in a total amount of \$107,600. Barham seconded and the vote was unanimous 3-0.

4723 Interest on Tax Anticipation Notes: This is a minimal sum placed in the budget to allow for one borrowing in anticipation of taxes should it be necessary. A motion to recommend 4723 Interest on Tax Anticipation Notes at \$1,500 was made by Barham and seconded by Janvrin. The vote was unanimous 3-0.

## **VIII. WORKS IN PROGRESS**

1. The Safety Complex Roof RFP has been posted and mailed out to approximately 15 vendors. It is publicly posted on the Town's website as well. Bids are due by 4:00 pm on Wednesday September 5, 2018.
2. Letters have been sent out to all property owners on the tax deed worksheet for 2018. Of the five properties on the list, 4 have some form of a payment arrangement. Some of the arrangements need to be updated. Further discussion to occur later, in non-public session.
3. Carlson is still working with Eco Site and their lender regarding finalizing terms of the financing of the construction bond for the cell tower on parcel 01-012.
4. The Annual Snowmobile Grass Drag Event is coming soon. Letters have been sent out to all the departments, abutters and Martin Road residents, reminding them of the upcoming October event and the event planning meeting scheduled for September 6, 2018 with the Board of Selectmen and the Public Safety Departments.
5. Ellis School has been reserved for the Town's Deliberative Session on Monday evening February 4, 2019 at 7:00 pm. The snow date has been reserved for Wednesday February 6, 2019 at 7:00 pm.
6. The Budget Committee schedule for the fall season has been posted and published. It is weekly beginning September 12 through December 19<sup>th</sup> on Wednesday evenings, save for the week of Thanksgiving. The public budget hearing is scheduled for Wednesday, January 8<sup>th</sup> 2019.
7. Chief Butler and Carlson are meeting with Daystar next Thursday evening to review the Fire Rescue computers and setup, and plan for any budget needs in 2019, as well as coordinate the effort to on-board the Fire Rescue computers now.

Road Agent Leon Holmes is finishing up his 2019 budget and wants to schedule some time on a Saturday morning with the Selectmen to do a tour of the Town and his upcoming projects for the 2019 budget.

At 8:02 pm Janvrin moved to take a 5 minute recess which was seconded by Barham. The vote was unanimous 3-0.

Nygren left the meeting at 8:04 pm.

Respectfully submitted,

Jeanne Nygren  
Selectmen's Clerk

At 8:10 pm motion was made by Janvrin to return from recess. Barham seconded and the vote was unanimously approved 3-0. Carlson had sent a text to Chief Butler about his meeting with the Board, and he and Christopher Olsen had left the station (neither remembered the meeting). It will be rescheduled.

#### **IX. NON-PUBLIC SESSION pursuant to NH RSA 91-A:3 II**

At 8:15 pm motion was made by Janvrin to enter non-public session pursuant to NH RSA 91-A:3 II to discuss a personnel matter. The roll call vote was unanimously approved 3-0: Cordes – yes; Janvrin – yes; Barham – yes.

At 8:25 pm motion was made by Janvrin to return to public session. The roll call vote was unanimously approved 3-0: Cordes – yes; Janvrin – yes; Barham – yes.

Selectmen discussed finding someone to do the insulation work around the windows (detail work involving removal of the trip and re-insulating). Peter Morelli will be contacted to see about his availability to do it.

Selectmen reviewed the invoice dated 08/14/2018 from MRI for work to date on mentoring. Motion was made by Barham and seconded by Janvrin to approve the invoice in the amount of \$1,252.73. The vote was approved.

Carlson advised the Board that she and the Road Agent were meeting with the Town Engineer tomorrow to review the current invoicing on road projects.

With no further business to legally come before this meeting, motion was made by Janvrin to adjourn the meeting at 8:35 pm. Barham seconded and the vote was approved 3-0.

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

Respectfully submitted,

Heidi Carlson  
Town Administrator