

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, Town Administrator Heidi Carlson and Administrative Assistant Jeanne Nygren. All rose for the Pledge of Allegiance. Also present in the audience was Fremont School Board member Gordon Muench. The meeting is a live broadcast by Bill Millios from FCTV.

II. ANNOUNCEMENTS

1. The Town Clerk Tax Collector will reopen on Mondays effective next Monday, September 9th from 9:00 am to 12 noon.
2. Trash is delayed by one day this week. Thursday collection will be tomorrow and Friday collections will be on Saturday.
3. The Building Inspector's Office will be CLOSED on Wednesday and Thursday next week (September 11 & 12) for training.
4. The Conservation Easement Public Hearing will take place at 7:15 pm next Thursday September 12th.
5. The Thru Trucking Public Hearing continues next Thursday night at 7:45 pm on September 12th.
6. The Planning Board is proposing to update portions of the Master Plan that are almost 10 years old. Our town is growing and changing in ways that warrant a collaborative review of the Town's Master Plan. A Master Plan Update will incorporate current information on growth and revisit the Town's vision for land use and development. All departments and the public are invited to attend a work session to start the discussion. This will be held on Wednesday September 18 at 7:00 pm in the Town Hall Basement Meeting room. During this first work session, the Planning Board will review the current Master Plan, discuss what sections that need updating, how these updates may be used, and how these updates will be accomplished.

The current plan is on the Town's website and available for review at the Town Hall and Library.

7. The annual Grassdrag event meeting will take place on September 19 at 7:30 pm, with the event to be held on the north side of town during Columbus Day weekend.
8. Household Hazardous Waste Day has been scheduled for Saturday September 21, 2019 from 9 am to 12 noon at the Brentwood Highway Garage at 207 Middle Road in Brentwood. The flyer will be up on the town website shortly and flyers are available at the Town Hall, Safety Complex, and Library. If you call the Selectmen's Office we can also mail/email you one.
9. Cordes expressed the Board's sympathy to the family of Roberta Stevens who recently passed away. Bobbi as known in town has a 40 year history of service to Fremont as an election official and she will be greatly missed.

III. LIAISON REPORTS

Barham recapped the September 4, 2019 Planning Board meeting agenda:

1. Excavation Renewal permits were reviewed with surety recommendations made to the applicants. Permits have been extended to October 2, 2019.
2. The Board continues to work through the changes to the Site Plan of the Eco Site LLC cell tower application, and the hearing is continued to September 18, 2019.

3. Under New Business there was an applicant letter reviewed from the existing business at 25 Spaulding Road Unit 16, and she is proposing to move the catering operation to Unit 17. The Board feels that it is simply a change of use and they just have to contact the Building Inspector for applicable permitting.
4. Circuit Rider discussion pursued regarding the updates to the Master Plan.
5. There will be a construction kick-off meeting at the ROI site at 662 Main Street tomorrow at 9:00 am. Barham stated that they have met the conditions of approval and plans are recorded.

Janvrin attended the September 4, 2019 53B Solid Waste Committee meeting in Rye where they discussed the final preparations for the Hazardous Waste Collection to be held on September 21st in Brentwood. Their working budget to date is \$27,773.00 and much of this will fund the Hazardous Waste Collection day. They are planning on assessing a non-resident surcharge of \$50.00 to non-member community residents wishing to attend the Hazardous Waste Day Collections. The next meeting is October 23, 2019.

IV. APPROVAL OF MINUTES

A motion to approve the minutes of August 28, 2019 as written was made by Barham and seconded by Janvrin with unanimous approval 3-0.

V. SCHEDULED AGENDA ITEMS – times subject to change depending on flow of the meeting

6:45 pm Public Input - none

VI. OLD BUSINESS

1. Black Rocks Village: No further update yet.
2. Audit report - Carlson is working with the auditors to set a date to meet with the Board to address questions on the report, but it has not been confirmed yet.

VII. NEW BUSINESS

1. The Selectmen reviewed the folder of incoming correspondence that included: Stantec email detailing the increase of \$2000.00 to the CWS bill that reflects the additional work to the guard rail at the Sandown Road Bridge; an inquiry regarding upgrading a road to Class V; Building Inspectors August activity report; legal correspondence regarding Governor's Forest; a Building Inspector's notes on a site plan to Shirkin Road/Loon Way regarding campers; correspondence to the Planning Board regarding ROI having met their conditions; Japanese Knot Weed treatment follow up at the Highway Shed site; Lamprey River Watershed Association newsletter; NH DOT letter on upcoming projects and their Public Hearing schedule; a thank you from CASA for the Town's appropriation; and minutes and other financial reports from the recent 53B meeting.

2. The Fall Bulky Day event was confirmed for October 19, 2019 from 8:00 am to noon.

3. A motion to approve the payroll manifest of \$35,440.20 for the current week dated September 6, 2019 was made by Barham and seconded by Janvrin with unanimous approval 3-0.

A motion to approve the accounts payable manifest of \$15,834.12 for the current week dated September 6, 2019 was made by Janvrin and seconded by Barham. The vote was unanimous 3-0.

4. The Kakouris Conservation Easement correction document is ready for signature after being reviewed and approved by the attorneys. The Conservation Commission has already approved this deed correction, and had it signed by Chair Leanne Miner. A motion to approve the corrected easement document and have Chairman Cordes sign on behalf of the Board was made by Barham and seconded by Janvrin with unanimous approval 3-0.

5. Carlson explained that a resident following a payment plan has paid off the principal amounts of the 2017 tax lien. Therefore a motion to approve the abatement of \$529.06 in interest on the 2017 property tax lien for parcel 02-012.001.003 was made by Janvrin and seconded by Barham. The vote was unanimous 3-0.

6. After reviewing the correspondence to Debbie Burke for 33 years of service to the Fremont Food Pantry and to Sue Perry for several years of service to the Fremont Budget Committee, a motion to sign both thank you letters was made by Barham and seconded by Janvrin. The vote was unanimous 3-0.

At 7:05 pm Fire Chief Richard Butler came before the Board and presented some statistical information on call coverage as well as the on-call duty scheduling. He stated from April 1st until August 31st there were only 6 nights not covered and no missed calls within those particular nights.

The night time coverage was the primary focus for response which definitely has improved greatly. Cordes asked for a spreadsheet to be prepared to track month by month the response to calls on both nights and weekends along with non-response to calls.

Jon Twiss came in to the meeting at 7:10 pm.

The Department has another new resident applicant who has completed the background check and is ready to start an EMT class beginning October 1st. Also one member (Parisi) just finished FFI and signed for FFII training along with an EMT class; and another member wishing to take EMT training. All this training will explain overages in the operating budget line for training but is considered essential to the residents of the Town to have this service. This success in terms of recruitment had not been anticipated.

Chief Butler said that in that same time period there were 22 missed EMS calls during the day (where there was no Fremont EMS response). Raymond Ambulance did cover any such call, as they are staffed during the weekdays. The Town had decided to target the evening response first.

Cordes asked for overall call response data to be put together, tracked by month. FireHouse Software does track the responses, and the non-responses need to be tracked by hand (and all cumulatively put into a spreadsheet). Janvrin asked about the "IAM RESPONDING" software program and Butler said it was working well. It is also an overall communication enhancement tool as they can send out Department broadcast messages as well. Butler said that all are trained to use it. There is a monitor in the bay to show who is responding and whether to the scene or station.

Carlson shared the Raymond Ambulance contract may need to be reviewed for negotiations or other options and will check the date of expiration. (After departing the meeting Chief Butler sent back some information that the current RAI contract does not expire until April 2021). Carlson also wants to schedule a work session within the next two weeks and needs Butler's final budget proposal as soon as possible.

There was also discussion about the wage schedule he will present as part of the overall compensation plan. Butler said the group of Officers was still reviewing the pay plan and the budget. They will continue at their next meeting to be held on Tuesday night following the Labor Management Committee

meeting. Janvrin was reminded (as the Board's rep to the Committee) that the Labor Management Committee will meet at 7:00 pm on Tuesday September 10. The Fire Rescue Department budget review will tentatively be scheduled for two weeks from tonight, after the Grassdrag meeting.

Butler was thanked by the Board and left the meeting at 7:24 pm.

At 7:25 pm Police Chief Jon Twiss came forward to present his budget to the Board going through line by line. All the non-uniformed wage lines were increased 2% and all others were updated with a new matrix (approximately 2.5% across each step and grade).

Chief Twiss advised the Board that they have posted a regional exam and hiring process with the towns of Sandown, Chester and Fremont. There are currently 59 applicants in the pending process, with a test scheduled for September 28th.

There was discussion about the Equipment line, which includes the Chief's proposal to purchase Body Cameras for all officers. This is a \$9,153 cost in year one, with a four year contract at \$4,667 per year to include new batteries and camera equipment every two years, as well as replace/fix any problems. This is one for every officer (11). He has looked at a couple different programs and is proposing Axon as the vendor, a company known country-wide for their equipment. The biggest part of the expense is data storage and downloading to the cloud.

The unit will last about 12 hours, and begins recording when you turn the lights/siren on in the cruiser. At the end of the shift you put it in a charger and download the data from the shift. Locally, Sandown has the camera system as well. Twiss also discussed having looked at cruiser camera systems, which are more expensive and do not have as much flexibility.

Twiss wants to have the cameras for several reasons, including liability as well as verification of things that happen in the field. He cited some circumstances outlining where people want to have the information, backing up the officer or the citizen relative to complaints, providing more information and transparency.

Computer Programs has increased due to TriTech Software increase of \$220 in maintenance fee; and communications increase for the First Net Phone system. The majority of other lines in his budget were level funding from last year's budget.

There was discussion about training lines and what is covered. Chief Twiss said with regard to First Aid Training, in addition to CRP training and carrying AED's, Fremont Officers are also now trained and carrying Narcan. He noted two recent incidents where police officers first on scene deployed Narcan with positive patient outcomes. Some of the wage lines have increased rates, but we are down at least one position, so it is for a few less hours.

The total PD budget submission at this time is \$651,077. The Chief needs to review the Prosecutor's contract to see what is current as well as look at the budget proposed for All Other Maintenance & Labor to confirm what he wishes to submit.

The Chief will present a Warrant Article for another full-time officer. This is the last page of the budget rationale, including just the wages and training/testing items. Carlson will put this into the larger spreadsheet of all the additional costs (NHRS, benefits, etc) for further presentation.

There was discussion about the status of cruisers and the lease purchase payments to maintain the current fleet, which is in good shape.

The Chief then discuss the ACO budget submission which is the same as prior years with a 2% wage increase. Other line items remained the same. The Chief did discuss with the Board a need for a new vehicle to replace the existing truck. He does not have any concrete options at this point, but will keep in touch and submit further for budget consideration.

Twiss also spoke of the phone system at the Complex needing upgrading and he will get specifications of required system for both Police and Fire Departments to solicit bids. This data will be given to Carlson as part of the overall budget formulation.

Since the recent approval of the base radio replacement for the Police Department done by the Selectmen at a prior meeting, Chief Twiss prepared the two Purchase Orders, one to Motorola for the equipment purchase, and a second to 2 Way Communications for the antenna and installation work. Barham moved to approve and have Carlson sign on behalf of the Board, Purchase Order 2019-03 to Motorola for equipment in the amount of \$14,403.49 and Purchase Order 2019-04 to purchase and install antenna for equipment in the amount of \$7,320.35. Janvrin seconded and the vote was unanimously approved 3-0.

Some of the police officers have been solicited to do contract detail for the Deerfield Fair from September 26, 2019 to September 29, 2019. Previously they have been independent contractors and the Chief has some concern about this because officers are there working in a Fremont PD uniform, etc that we have liability for this and other insurance coverages. Twiss has spoken with other Chiefs about it, and some are concerned as he is, and others are not.

Because the Fair Association will only pay a maximum of \$40.00 per hour, a contract agreement has been proposed by Sgt Laroche to make an arrangement between the Fremont Police Department and the Deerfield Fair Association. The contract was reviewed by the Board, and in so doing, the payroll, insurance and other liability coverage options were discussed. At this rate of pay, the Town cannot legally meet state law in paying overtime for officers because \$40 per hour will not even cover the pay rate. Chief Twiss said the officers are proposing to take less per hour to be able to do the work and still cover the other Town administrative costs. There was lengthy discussion about State and Federal Wage and Hour laws, and this not being legal to do. That rate of pay will not cover the officer's wage, never mind the other payroll costs of NHRS, Medicare, etc.

Selectmen and Chief Twiss discussed the idea of our personnel being in Fremont uniforms representing the Fremont Police Department, and concern over that being done at a contract rate. As employees, they are subject to the Town's workers compensation, and are covered by the Town's liability insurance; and the Chief and Board members had concern about it being any other way. There may be a conflict and legality on who is responsible to accommodate retirement and liability insurance premium. This needs more data to pursue approving and possibly legal advice.

Twiss remained for the non-public session to discuss a personnel matter with the Board.

At 8:27 pm Janvrin moved to enter non-public session pursuant to NH RSA 91-A: 3 II (c) and (e) to discuss a personnel and legal matters. Cordes seconded and the roll call vote was unanimously approved 3-0; Cordes-yes; Janvrin-yes; Barham-yes.

Nygren and Muench left the meeting at 8:30 pm.

Respectfully submitted,

Jeanne Nygren
Selectmen's Administrative Assistant

The Selectmen's non-public session began at approximately 8:32 pm.

A motion was made by Janvrin to return to public session at 9:10 pm.

The Board will continue to work with a taxpayer requesting a payment plan on the deed year of taxes (2016) and will consider the same abatement amount (2/3 of accrued interest) that has been offered to all other residents in a similar situation. Carlson will get back in touch with the homeowner.

NEW BUSINESS CONTINUED

7. Selectmen will review an estimate for engineering review work on the North side relative to trucking and backup data which may be needed to move forward with a Weight Restriction Ordinance. Barham will also contact other engineers on the Town's list who may specialize in road items to gather similar quotes to meet the Town's Purchasing Policy if we were to move forward with this type of effort. There is currently no budget for this, but it will be used for planning purposes.

8. In preparation for continuing the Public Hearing next week, the Board reviewed current conditions for the Thru Trucking Ordinance.

9. Carlson circulated copies of budgets for 4194 Government Buildings; and 4721 and 4723 Debt Service for future discussion.

VIII. WORKS IN PROGRESS

1. Budget work continues. Carlson asked the Board to consider workshop meetings once a few more have been submitted. Finding a night without other meetings is difficult this time of year. The next two weeks have public hearings and other business taking up much of the Board's agenda.

2. The Planning Board has provided additional information for the public's information relative to:

What is the Master Plan?

It's a plan with **guiding principles** for future land use and development.

It's a long range plan that reflects the values of the community.

It's a collaborative plan that provides a vision for the community

It's a living plan with chapters that focus on topics such as existing and future land use, community facilities, natural resources, and growth management.

It's a growth plan that helps guide town officials when making short and long-term decisions.

It's a plan that needs your input to be successful!

How can we use the Master Plan?

Use it to identify long range transportation projects for prioritization by the state.

Use it to develop goals to protect natural resources.

Use it to develop department goals for resource management.

Use it to develop objectives to protect the community against natural hazards.

Use it to develop long range budgets for capital improvements.

The next regular Board meeting will be held at 6:30 pm on Thursday September 12, 2019 at the Fremont Town Hall in the basement meeting room.

Approved 09/12/2019

With no further business to come before this meeting, a motion was made to adjourn by Janvrin and seconded by Barham at 9:45 pm. The vote was approved 3-0.

Respectfully submitted,

Heidi Carlson
Town Administrator