

Approved 10/31/2019

I. CALL TO ORDER The meeting was called to order at 6:30 pm in the basement meeting room at the Fremont Town Hall. In attendance were Selectmen Gene Cordes, Roger Barham and Neal Janvrin; Town Administrator Heidi Carlson and Selectmen's Clerk Kathy Clement. The meeting was live broadcast by Bill Millios from FCTV.

1. Tomorrow is the LAST DAY to change your party affiliation ahead of the upcoming Presidential Primary. The Supervisors will meet Friday night from 7:00 to 7:30 pm at the Fremont Public Library.
2. Drug Take back will occur this Saturday October 26, 2019 from 10:00 am to 2:00 pm at the Fremont Police Department, 425 Main Street.
3. The Fremont Food Pantry will host an Open House on Saturday October 26th from 10:00 am to noon where anyone can come and pick out what they need from the shelves.
4. A Trunk or Treat and Parks & Rec event is planned for Sunday October 27th from 5:00 to 7:00 pm at Rock Your Body in the Spaulding Road Plaza. Registration is required and information can be found on the Rock Your Body site at www.rybnh.com/trunk-or-treat.
5. Fremont Trick or Treat will be Thursday October 31st from 5:00 to 8:00 pm.
6. All Town Offices are closed on Monday November 11, 2019 in observance of Veteran's Day. There are NO trash delays.

III. LIAISON REPORTS

Janvrin reported that the FCTV Committee met Monday October 21, 2019. They discussed problems with finding anyone to work with the Committee for the sound issues in the Ellis School gym. There was also discussion about purchasing a new sound system from cable fund monies. There are currently 4 operators which is working well. There was presentation by Aviation Museum of New Hampshire on the B52 site in Fremont that Bill Millios recorded, and they have given him permission to show it on the FCTV channel for residents. It is thought residents will be interested to see this piece of Fremont history.

Janvrin reported that the SRRDD 53B Committee met in Rye on October 23, 2019 and discussed the potential five year extension of a contract for disposal (tipping fees) with Waste Management. Once the updated forms are completed each town will receive them and should review and sign. The Hazardous Waste day was a success with a total of 302 cars with 34 from Fremont. They have a year-end surplus of approximately \$5,500. Their next meeting is January 22, 2020.

Cordes reported that the Budget Committee met Wednesday October 23, 2019. There was discussion with Chief Butler about the Fire Rescue Department Budget. The Library and a number of smaller budgets were also reviewed. Decision-making on the Police and Fire Rescue budgets will be deferred until December to get the total impact, including the school. There was mention on doing the same for the Highway Department. Parks & Recreation is on hold until a decision is made on the Summer camp.

There were no cases and the ZBA meeting was cancelled for October 22, 2019.

IV. APPROVAL OF MINUTES

Barham made a motion to approve the minutes of October 17, 2019. Janvrin seconded the motion and the vote was 3-0.

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

6:45 pm Public Input - None

At 7:00 pm Selectmen met with Road Agent Leon Holmes Jr to review the Highway budget proposal updates for 2020. There is an overall increase in the budget for \$64,544. He had changed the request for tree work and truck maintenance based on the meeting with Selectmen last week. With the changes, the updated budget proposal is \$625,558.

Holmes reviewed the Warrant Articles that he is proposing. He is trying to lay out the work in a two year plan to put these projects through to completion (over the 2020 and 2021 fiscal years).

Last year the Warrant Article for Chester Road was changed at Deliberative Session in order to fund the mandated bridge work following the State's demanding closure of the Sandown Road Bridge. Holmes would like to finish Chester Road in 2020. The Selectmen asked if he could only do one, Ann Lane or Hooke Road, which needs to be done first? Holmes stated that he recommends that Ann be done first as it is in more dire condition. The Board discussed the cumulative effect last year versus this year of highway and bridge work, and some calculations were done to come up with cost estimates.

After this discussion, the work on Chester Road was pared down to a total of \$106,213 and would just be the base coat of pavement. He stated that he would leave the finish course for Chester Road to be done in another year. He said GMI will schedule Chester Road early in the year if the Warrant Article passes. The Town contract with GMI will end in 2020.

Barham mentioned he would like to see a 10-year plan for needed road repairs to try and plan further ahead. This would require money in the engineering line. Holmes mentioned we are behind in road maintenance.

Holmes will meet with the Budget Committee next week. Janvrin made a motion to recommend the Highway operating budget at \$625,558. Barham seconded and the vote was approved 3-0.

There was then discussion about the pending Martin Road Bridge work. CR Willeke at NH DOT Bridge section has confirmed that Fremont is on the 2020-2021 funding schedule, with some funds available after 07/01/2020. The Town will need to get an estimate ready to complete engineering, as well as look at the funding and timing of possible bidding and construction. Holmes suggested adding funds to the Bridge Capital Reserve Fund, and that will be used, or the Warrant Article will be written to detail out the Martin Road Project so as not to have two articles.

Holmes also requested the Board consider creating an emergency fund for storm damage and to fund it with \$25,000. Selectmen discussed funding it through year end unreserved fund balance, which is also an option for the wording of the Warrant Article. Carlson said she had a template article for this purpose and will bring a draft in for review next week. This would be set up as an Expendable Town Trust Fund and the Selectmen would oversee.

Highway Warrant Articles:

Highway Equipment Capital Reserve Fund: \$25,000 (which was not funded in 2019) – Barham made a motion to recommend and Janvrin seconded the motion. The vote was 3-0.

Chester Road Reconstruction – Barham made a motion to create a Warrant Article for Chester Road Phase II work and recommend the amount of \$106,213. Janvrin seconded and the vote was 3-0.

Cordes asked for a payment schedule for winter plow contracts, these will likely be done November 1, 2019.

The Selectmen thanked Holmes and he left at 7:52 pm

VI. OLD BUSINESS

1. Black Rocks Village – The information has been forwarded to the Town Attorney for action.
2. After some discussion, Janvrin made a motion to allow Town Counsel to accept service from Martin Ferwerda's attorney relative to the pending lawsuit. Barham seconded the motion and the vote was unanimous 3-0. Ferwerda's attorney has already requested the Court move the Temporary Hearing from 15 minutes to two hours on November 22, 2019. The Town's Counsel needs to consider this once the lawsuit information has been received.
3. Fall Bulky Day was held last Saturday and was busy and very successful. The Library celebration and cookout were also well attended! Friends of Library had a table with information and there was a fire truck, police car, and school bus at the celebration. Also, a reminder that the Scarecrow Contest was still going, and the information is on the Library website pages.
4. The Selectmen discussed the Fire Rescue hourly pay plan and when it should begin. Cordes reported the Budget Committee discussed this and that there are basically no new dollars needed to cover this, but they may need to start by covering 14 months hourly vs the current points. This makes it a little difficult to plan a budget for payroll as there are no hard numbers for the calls there could be. They will be using the same amount of dollars as previous years. There is a lot of work to implement hourly wages with policies and procedures. The question was do they have the funds in their budget this year for this. Before they commit to a date the Selectmen would like to sit and discuss with the Fire Chief and the Deputies.

VII. NEW BUSINESS

1. Selectmen reviewed the folder of incoming correspondence. This included a letter from the Building Inspector Gregg Arvanitis taking a full-time position elsewhere, with an offer to help on an interim basis; a copy of Building Inspector job posting, a Memorandum of Understanding documenting off site improvements to Nathaniel Brown Drive relative to the Eco Site Project; Sansoucy invoices for services rendered. Barham made a motion to approve the invoices for a total of \$1,185.55, Janvrin seconded the motion and the vote was 3-0.

Further mail items: Building Inspection report regarding a site plan and vehicles; a letter requesting support for Family Promise (aid with transitional housing programs for families); Rockingham County Conservation update on status of removal of invasive species at the Highway site and their further follow-up next year; Rockingham Planning Commission upcoming seminar November 13, 2019; a Planning Board Comment Sheet for Site Review/Subdivision of lot 02-020; and National Flood Insurance Program information which was also send to the Building Inspector and Planning Board.

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2. Barham made a motion to approve the Accounts Payable manifest of \$48,610.16 for the current week dated October 25, 2019. Janvrin seconded the motion the vote was unanimous 3-0.

3. Selectmen reviewed a Manifest for documentation of a lost/damaged check from September. Check #61671 was lost (mail vandalism issue at the business of GMI Asphalt) and has been reissued. There is no new expense, it documents the voided/lost check and the new check number for payment of the invoice. Total expense is \$0; amount reversed is \$23,100 in payment of invoice #168 for Sandown Road Bridge paving work. Barham made a motion to reissue a check to GMI Asphalt for \$23,100. Janvrin seconded the motion and the vote was unanimous 3-0.

3. Building Inspector resignation – The Selectmen briefly discussed temporary hours that Gregg Arvanitis has offered to cover. Carlson spoke to the current Deputy Health Officer to step up to be the new Health Officer. The next Building Inspector could be the Deputy Health Officer.

4. Barham made a motion to approve the Yield Tax Warrant \$526.74 for Gristmill LLC on sublots 6, 7 and 8 of parcel 02-156.002. Janvrin seconded the motion the vote was unanimous 3-0.

5. Selectmen reviewed the Annual DRA Sales Ratio Survey completed by Assessor Scott Marsh. Last year it was approximately 78% this year it is 76%. Janvrin made a motion to approve and sign the equalization certificate cover sheet for submittal to NH DRA. Barham seconded and the vote was unanimous 3-0.

6. Carlson circulated some information relative to the new Vision software platform. This is a budget consideration for a future year.

7. A contract has been received from MRI to cover the 2020 Revaluation work, and copies were distributed for Board review. Fremont is currently on a cyclical revaluation cycle and the cost is included in the current five year contract. The DRA requires a separate contract to detail the scope of revaluation work. Assessor Scott Marsh advised we should be ready next spring. Selectmen will review this contract and it will be on the agenda in a few weeks.

8. There was discussion about how to issue signatures on 2019 Second Issue Property Tax Warrant in order that it goes out in a timely fashion. This was not available at this meeting, it was decided to recess this meeting until October 30, 2019 at 6:30 pm before the Budget Committee meeting.

9. The Road Evaluation RFP submissions were due by 4:00 pm today. There were three proposals submitted. For the record, they were opened and read aloud:

GeoInsight \$21,420.00	Dubois and King \$46,800	Stantec for \$18,392.00
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The Selectmen will take a copy of each to review, a spreadsheet of the information will be formulated.

At 7:57 pm Chief Twiss arrived, as did resident Bob Doucette.

IX. NON-PUBLIC SESSION

At 7:59 pm Janvrin moved to enter Non-Public session pursuant to NH RSA 91-A:3 II (c) to discuss a personnel matter. Barham seconded and the roll call vote was unanimously approved 3-0; Cordes-yes; Janvrin-yes; Barham-yes.

At 8:02 pm Selectmen began their Non-Public session.

At 8:56 pm a 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.

Jon Twiss and Bob Doucette left the meeting at the conclusion of Non-Public Session and the only decision was that Doucette would keep in touch with the Department relative to complaints about noise and trucking as needed, and that communication would continue.

Selectmen returned to their remaining agenda items.

10. Budgets for review:

4130 Executive – Carlson suggested removing \$1,000 from the Executive budget that was planned for a QuickBooks upgrade in 2020. It has been priced out to be included it as part of the computer upgrades currently going on, for less money. Barham made a motion to recommend the removal of \$1,000 from the Executive budget making the new total \$125,041. Janvrin seconded the motion and the vote was 3-0.

4442 Direct Assistance – This budget is currently overspent by \$4,000; with the winter heating season just beginning. Carlson and Herb Tardiff (the Welfare Director) discussed the budget which is hard to plan for unknown circumstances. Tardiff had suggested increasing the budget by 10% over current expenditures to try and forecast for next year. Janvrin made a motion to recommend Direct Assistance for \$20,580. Barham seconded the motion and the vote was 3-0.

4445 Vendor Payments to Social Service Agencies

Family Promise – A new vendor social service agency has just sent in a request for funding. Carlson will do some research on any help that has gone to Fremont residents and there was discussion on asking vendor requests to be done in a timely manner for budgeting.

11. Carlson shared a concern from Beede Hill Road resident Roy Tewell about speed and enforcement on Beede Hill Road. He requested additional signs (the new style smaller blinking ones); as well as for added enforcement. The blinking signs are speed limit signs which blink when someone is over the posted limit and must be purchased by the Town. Carlson will share these concerns with Chief Twiss.

VIII. WORKS IN PROGRESS

1. Budget work continues.

At 9:18 pm Janvrin made a motion to continue this meeting until October 30, 2019 in the Selectmen's Office for signatures on the 2019 Second Issue Property Tax Warrant. Barham seconded and the vote was unanimous 3-0.

Following the recess, the next regular Board meeting will be held at 6:30 pm on Thursday October 31, 2019 at the Fremont Town Hall in the basement meeting room.

Respectfully submitted,
Kathy Clement, Selectmen's Clerk