

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 Selectmen's Administrative Assistant Jeanne Nygren. Also present were School Board member Gordon Muench and Buxton Oil representative John Drabik. All rose for the Pledge of Allegiance. This meeting is a live broadcast by Bruce White from FCTV.

II. ANNOUNCEMENTS

1. Fremont Trick or Treat was postponed by Fremont PD from tonight due to weather and safety concerns. It will be held on Sunday November 3, 2019 from 4:00 to 7:00 pm. The Trunk or Treat and Parks & Rec event was also moved, and will be held on Saturday November 2nd from 5:00 to 7:00 pm at Rock Your Body in the Spaulding Road Plaza.
2. The Fremont School Board will make a public presentation of the 2020-2021 budget on Tuesday November 5th at 6:00 pm. The meeting will be held in the Town Hall basement meeting room.
3. All Town Offices are closed on Monday November 11, 2019 in observance of Veteran's Day. There are NO trash delays.
4. The School District will hold their first Public Forum on Tuesday November 12, 2019 at 6:00 pm at the Ellis School Library to discuss information about the future of Fremont HS Students, including follow-up from the recent survey, high school enrollment data, tuition costs and review of options.
5. With the Building Inspector's resignation, temporary hours will be in place beginning Tuesday November 5, 2019. Hours will be Tuesday and Wednesday from 5:15 to 9:00 pm, Friday 8:00 am to 12 noon and otherwise by appointment. Call early for any needed inspections.
6. Baskets are set up at the Town Hall and Fremont Public Library to accept donations for local homeless Veterans. Toiletries of all kinds, knit and crochet hats are being accepted. The drive will continue through December 19th.

III. LIAISON REPORTS

Cordes said the Road Agent met with the Budget Committee on October 30, 2019. He went through the 2020 Highway budget. He is anticipating three Warrant Articles, one for Chester Road, one for the Highway Equipment Capital Reserve Fund, and one to create an Expendable Town Trust Fund to appropriate funds for emergency situations for cleanup expenses on unexpected weather events such as wind storms, flood and the like. Parks and Recreation Commission Chair Nicole Cloutier also met with the Committee to answer their questions on the summer camp program on length and attendance expectations. They also plan to present a Warrant Article for a pavilion at the ballfields and is collecting data to make a decision on the amount. Beginning next week the Committee will focus on the School budget for several weeks and revisit the Town's budgets on December 4th.

IV. APPROVAL OF MINUTES

A motion to approve the minutes of the October 24, 2019 as amended was made by Janvrin and seconded by Barham 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

7:30 pm Fire Rescue Department

Carlson shared with the Board Winter Plow contracts for the 2019-2021 seasons. The contracts here for signature this evening with the Road Agent's recommendation include contracted vendors: Leon Holmes Jr; Michael Holmes, Jeremy Lennon, Charles Bolduc, Frank Chase Jr, Pitkin Construction and Kevin Bolduc. All required licensing, insurance documentation and signatures are in the process of being completed. A motion to sign all of the above contracts was made by Janvrin and seconded by Barham with unanimous approval 3-0. There is one driver contract which is still in the mail for Leon Holmes Sr.

VI. OLD BUSINESS

1. A motion to sign the PSNH Pole License #65-0676 for 12 poles on Gristmill Road with Heidi Carlson as witness was made by Barham and seconded by Janvrin with unanimous approval 3-0. All poles are aboveground per the plan, and all three copies were signed by the Board and returned to the Town Clerk.

VII. NEW BUSINESS

1. Selectmen reviewed the folder of incoming correspondence that includes: a copy of Building Inspector's letter to developer; letter outlining the donation containers at Town Hall and the Library for donation for homeless Veterans; a press release from Chester on the new Town Administrator; obituary for Bea Lamb, the wife of former employee Peter Lamb, email on delay of Trick or Treat; notice on Health Trust next meeting Dec 5; and legal correspondence to be discussed later in non-public session.

2. A motion to approve the payroll manifest of \$35,122.51 for the current week dated November 1, 2019 was made by Barham and seconded by Janvrin. The vote was unanimous 3-0. A motion to approve accounts payable manifest of \$27,283.89 for the current week dated November 1, 2019 was made by Janvrin and seconded by Barham with unanimous approval 3-0.

3. A motion to approve FCTV Revolving Fund Manifest 2019-23 in the amount of \$35.89 for reimbursement to Bill Millios for purchase of a battery charger and extension brackets was made by Barham and seconded by Janvrin. The vote was unanimous 3-0.

4. Building Inspector resignation – an ad has been placed in the Union Leader and the posting is on the Town's website as well. Cordes requested to have it also placed on Indeed. Temporary hours as noted earlier, begin next week and all are urged to plan ahead for inspections.

5. A motion to approve the Cemetery Deed for Peter Lamb for purchase of two lots in Leavitt Cemetery New Section B Lots 15 & 16 was made by Janvrin and seconded by Barham with unanimous vote 3-0. Carlson then reviewed with the Board the establishment of the Cemetery Maintenance Trust Fund as per the Town Meeting vote in March 2019. The first lot sales have been completed (to Peter Lamb) so the physical account has now been set up. Carlson explained that the Cemetery Trustees adopted a procedure to have the Sexton complete all the paperwork including payment to Seacoast Memorial for the corner lot markers. The Board reviewed Cemetery Maintenance Trust Fund Disbursement Manifest 2019-01 for receipt of payment to purchase and install corner stone markers on the above lot in the amount of \$375.00. Barham moved to approve the manifest, seconded by Janvrin. The vote was unanimous 3-0.

6. A motion to sign the outgoing letter to NH DOT as amended to follow-up completion of the sign compliance was made by Janvrin and seconded by Barham with unanimous approval 3-0. The motion to sign the demand letter to Steven Bartlett regarding restitution on ballfields bleacher replacement was made by Janvrin and seconded by Barham with unanimous approval 3-0. A motion sign the two letters to the Fremont Garden Club and Dennis Howland & Mary Kaltenbach for assistance with the compliance of the "Welcome to Fremont" signs was made by Barham and seconded by Janvrin. The vote was unanimous 3-0.

7. The 2019 Tax Rate was set today by the NH Department of Revenue at \$31.05. The Second Issue Property Tax Warrant has been printed for the Board to sign. A motion was made by Barham and seconded by Janvrin to sign the 2019 Second Issue Property Tax Warrant in the amount of \$6,610,009.00. Barham seconded and the vote was unanimously approved. Tax bills will be due December 5, 2019.

8. Carlson circulated a summary spreadsheet of the three Road Evaluation RFP submissions received last week. It was noted that the Stantec submission actually totaled \$19,290.00 and not the number stated in their proposal.

Barham expressed that the traffic study portion of the evaluation needs to be done prior to the closing of the asphalt plants on November 15, 2019 to reflect an accurate count. The remainder of the study can wait until Spring for completion, and is funding dependent. A motion to accept the bid from Stantec of \$19,290 was made by Barham with the intent to let them know they are the low bidder, but not to proceed with the whole project, as it is subject to available funding. The Board does want to move forward with the \$2,610 for the traffic count if it can be completed in the next two weeks. Carlson was directed to see if Stantec can do the work and how the pricing will work, in terms of how long the quote is good for. Janvrin seconded as long as Stantec will stand by this price into next year. The vote was unanimous 3-0.

9. Budgets for review and recommendation:

Carlson presented information on both the Bridges (4313) and Street Lighting (4316) budgets. A motion to recommend \$1,500 for 4313 Bridges, to cover yearly engineering assessment to keep the warranty valid was made by Barham and seconded by Janvrin with unanimous approval 3-0.

A motion to recommend \$5,940 for 4316 Street Lights was made by Janvrin and seconded by Barham with unanimous approval 3-0.

Carlson circulated the 2020 Warrant draft to date and Cordes read through each of the articles. Carlson noted some information compiled by Assessor Scott Marsh relative to the elderly exemption. With 2020 a reval year, the Town will need to consider changes to the amount of the exemption, and possibly disabled as well. The Town has also been asked to consider a Veteran Credit increase (now allowable up to \$750 per new law).

Town Historian Matthew Thomas has also asked Carlson to share with the Board his desire to include a Warrant Article to add to the savings for the Museum Capital Reserve Fund. Thomas did not want to unduly add to the voter's burden in the coming year, but Selectmen felt the voters needed to be given an opportunity to review it.

The Warrant will be a working document for frequent review in the coming weeks.

VIII. WORKS IN PROGRESS

1. Budget work continues.
2. The Historical Society has purchased battery operated candle lights which will be placed in the Meetinghouse windows for the holiday season.
3. The FAA porta-toilets have been picked up at the ballfields, all water systems closed down for the season, and the gates will be locked next week for the season.

At 7:38 pm Fire Chief Richard Butler and Deputy Chief Joseph Nichols came in to the meeting to present additional information on the new Fire Rescue hourly pay plan that is effective January 1, 2020. Because this review is anticipated to get into individuals and their status with the Department, Janvrin moved to enter into non-public session pursuant to NH RSA 91-A:3 II (c) and (e) to discuss both a personnel and legal matter. Cordes seconded and the roll call vote was unanimously approve 3-0; Cordes-yes; Barham-yes; Janvrin-yes.

Nygren, Drabik and Muench left the meeting at 7:45 pm.

Respectfully submitted,

Jeanne Nygren
Selectmen's Administrative Assistant

Once the room cleared, Selectmen began their non-public session at approximately 7:55 pm.

At 8:55 pm Chief Butler and Deputy Nichols left the meeting.

Selectmen discussed the pay schedule for employees within the Fire Rescue Department in preparation to a conversion from the current Points Plan Compensation program. No decisions were made. Deputy Nichols will forward some information relative to the job descriptions for officer stipends so that Carlson can make some inquiries relative to this work with the NH Department of Labor.

The Board then reviewed some legal issues currently pending. No decisions were made in this regard.

The next regular Board meeting will be held at 6:30 pm on Thursday November 7, 2019 at the Fremont Town Hall in the basement meeting room.

With no further business to come before the Board, a motion was made by Janvrin and seconded by Barham to adjourn the meeting at 9:30 pm.

Respectfully submitted,

Heidi Carlson
Town Administrator