

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 and Roger Barham; Town Administrator Heidi Carlson and Selectmen's Administrative Assistant Jeanne Nygren. All rose for the Pledge of Allegiance. Tonight's meeting is a live broadcast by Bill Millios of FCTV.

II. ANNOUNCEMENTS

1. There are NO trash delays this week.
2. Temporary Building Inspector hours are in place: 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.
3. All Town Offices are closed on Thursday and Friday November 28 and 29 for the Thanksgiving holiday. Trash and recycling collections are delayed one day during that holiday week.
4. A test was successful today for broadcasting live from the first floor meeting room at the Town Hall. Next week on Wednesday night when there are two simultaneous meetings here, the Planning Board will be shown on Channel 22 and the Budget Committee will be shown on Channel 13. Rebroadcasts of both will also take place at various times.
5. Alternate positions are available on all of the land use boards. Contact Leanne Miner in the Land Use Office if interested.

III. LIAISON REPORTS

Cordes recapped the Budget Committee meeting of November 13, 2019 where their main focus was on the proposed School District budget. Sue Penny handed out additional information regarding enrollment from Pre-K through high school. The Committee will be working on this budget for the next couple of weeks. Holmes shared the concerns she has recently received from residents after receiving their tax bills and how the increase is impacting their living as they are on Social Security only.

IV. APPROVAL OF MINUTES

A motion was made by Janvrin to approve the minutes as written of the November 7, 2019 meeting and this was 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

7:00 pm Department Heads

VI. OLD BUSINESS

1. A motion was made by Barham to approve and sign the MRI Cyclical Revaluation Contract for 2020 with one change from NH DRA relative to necessary language (the title of the contract). The motion was seconded by Janvrin. The vote was unanimous 3-0.
2. A review of the year end expense list prepared by Carlson showed how the operating budget is looking to date. Carlson stated the Highway, Planning and Zoning budgets will be overspent by year end, and the

legal budgets is currently overspent. The anticipated available funds to use possibly on the Shirkin Road Study project, Police Department base radio lease payment, Library repairs and the shed roof behind the Town Hall are pending residual funds left and will be revisited again at next week's meeting.

3. The Preliminary Hearing on Ferwerda's lawsuit has been moved to December 6, 2019 at 1:30 pm.
4. The only new data on the Road Evaluation work is that the traffic study is ongoing this week.
5. Carlson reported that the restitution for the damaged bleachers (May 2019) has been paid to the Town. This reimburses the Town for the expense made this fall to replace the broken set and the Police Department will be notified of this reimbursement. (Carlson sent an email during the meeting to FPD).

VII. NEW BUSINESS

1. Selectmen reviewed the folder of incoming correspondence that included: Land Use posting for open alternate positions; letter regarding Liberty Square Market's current status; letter from Land Use regarding property permission to access the Governor's Forest site; a resident email on Patterson trucking to Shirkin Road; State of NH Board letter on MH regulations; and 2020 NHMA annual dues invoice.
2. A motion to approve the payroll manifest of \$32,534.06 for current week dated November 15, 2019 was made by Barham and seconded by Janvrin with unanimous approval 3-0. A motion to approve the accounts payable manifest of \$25,725.13 for the current week dated November 15, 2019 was made by Janvrin and seconded by Barham with unanimous approval 3-0.
3. A motion to review and approve FCTV Revolving Fund Manifest 2019-24 in the amount of \$115.01 for reimbursement to Bill Millios for spare batteries, brackets and an SD card for the mobile FCTV camera was made by Barham and seconded by Janvrin. The vote was unanimous 3-0.
4. After looking at schedules, the date of Monday December 9, was picked for the Town Officials, employees and volunteers Pot Luck Holiday dinner at the Library from 5:00 pm to 7:00 pm.
5. The Board reviewed and approved the 2020 Holiday schedule with a motion from Janvrin and Barham seconded. The vote was unanimously approved 3-0.
6. A motion to approve the Health Insurance stipend payout manifest \$1,000 for the 2019 calendar year (to be paid with an upcoming payroll) was made by Barham and seconded by Janvrin with unanimous approval 3-0.
7. The Planning Board is requesting the Board sign contract with RPC for planning services to include work on the Master Plan over the ensuing year. Barham moved to approve the contract for Master Plan Updates with RPC with the Chairman to sign on behalf of the Board, totaling \$7,000. Janvrin seconded and the vote was unanimously approved 3-0. The two chapters are Vision and Growth Control Chapters of which \$1,300.00 to be paid from 2019 Planning Board budget and the remainder \$5,700 from 2020 proposed budget as long as it passes.

VIII. WORKS IN PROGRESS

1. Budget work continues. The Town will return to the Budget Committee on Wednesday December 4, 2019. There was discussion about the Public Hearing tentative date of January 15, 2020.

2. There was discussion about Deliberative Session being held Saturday February 1, 2020, immediately following the School meeting. A discussion will be held with the Budget Committee and the School Board regarding having a combined session beginning at 9:00 am on that date.

At 7:10 pm Janvrin moved to recess the meeting until their next appointment at 7:30 pm. This was seconded by Barham with unanimous approval 3-0.

The meeting was called back to order by Cordes at 7:30 pm.

At 7:30 pm the Grassdrags follow-up meeting began. Present were Evelyn Ferrell and Roger Wright representatives from the Snowmobile Association, Sergeant Jason Larochelle from Fremont Police Department, Chief Richard Butler and Deputy Joseph Nichols from Fremont Fire Rescue Department and residents Gary Cloutier and Jeremy Peterson.

Ferrell said the weekend was quite successful with attendance of 46,500 for the event, and all their preplanning with changing the parking pattern really worked out well as there were no reported traffic back-ups as previous years.

Larochelle handed out PD statistical data from the weekend event which listed all service calls for the weekend with incident reports, arrests and vehicle towing, noting it hasn't really changed from past years. Neighbor complaints were minimal. There were three ambulance calls with one being for an employee of the event who sadly passed away at the hospital.

Barham asked if there was a difference in the cell reception from past years. Larochelle said the regular service he didn't know for sure but the First Net cell system the Department uses had no issues.

Cordes was pleased the event was successful and how professional the members of the Association were after losing one of their employees and be able to still go on with the event. With the preplanning of the parking issue from past years he recommended that prior to next year event they record their changes through the Planning Board with an amended Site Plan Review to update what is on their current plan. Cordes again thanked them on their hard work and cooperation on this event for all the past years. They left the meeting at 7:45 pm.

At 7:45 Chief Richard Butler and Deputy Joseph Nichols met with the Board to further discuss the wage schedule and other Departmental administration items.

Butler has had a couple of new applicants and needed clarification on obtaining background checks. Of the two new members one is a current member of another police department and his check is considered new and active but the second applicant has been out for over three years and a new check is required at this time. Butler will go forward with the required documents. He also has a volunteer who has come forth to do administrative work at the station, and seeing he will have direct access to personnel records, he will need a full background check which will be done by Butler.

Nichols presented data for the current year compensation plan payout for the year ended October 31, 2019. The compensation totaled \$70,000 (including one LOSAP stipend of \$3,000); and \$4,700.00 for Officer and Coordinator Stipends. These checks will be processed next week by Selectmen's Office staff to be ready for the Department's annual dinner in early December. A lengthy discussion ensued on how to finish fiscal year 2019 with regards to compensation for participating members with the beginning of a new hourly wage system beginning with the first January 2020 pay period, which actually starts on

12/22/2019. Cordes shared a concern that needs to be checked with the State on if a department can pay two different ways in a fiscal year, noting the hourly pay and the individual stipends that are paid to officers and to coordinators for different functions.

Butler feels the dollar amount (approximately \$11,000 may be available within the Department's 2019 operating budget). Carlson had a printout of the Fire Rescue budget as of November 15, 2019 which confirmed this left. There are several items outstanding and Butler noted several more orders pending as of this evening that need to be added to the spreadsheet.

The wage discussion then turned toward having job descriptions well documented and with the Town's updated ADA format from the insurance company. Carlson will email the template to the Chief and Deputy for use in updating all of the information. Nichols will reach out to other towns, and the Chief will reach out to the Seacoast Chief's organization as well.

Carlson affirmed that the Selectmen's Office staff is able to process these checks for the end of 2019 to make the transition. The final compensation (points) payout for November and part of December will likely be prorated by days, closed out (if timing works) with the final December payroll (ending 12/21/2019) and paid out before 12/31/19. Nichols said the cumulative data for the end of year period (11/01/19 to last date chosen) will be easy to calculate due to the shorter duration.

The Chiefs will tentatively return for the Board's meeting of December 5th to review the job descriptions and make any final determinations on the pay cycle and schedule, along with the rates.

At 8:19 pm Janvrin moved to enter into Non-Public Session pursuant to NH RSA 91-A:3 II (c) & (e) to discuss both a legal and personnel matter. Cordes seconded and the roll call vote was unanimously approved 3-0; Cordes-yes; Janvrin-yes; Barham-yes,

Nygren left the meeting at 8:23 pm.

Respectfully submitted,

Jeanne Nygren
Selectmen's Administrative Assistant

The Board's Non-Public Session began at approximately 8:25 pm.

The Board discussed the Fire Rescue pay plan and agreed to having the Chief and Deputy roll out the information to the membership to encourage support and buy-in to the program. Carlson was directed to complete contact with the NH Department of Labor regarding the hourly pay and continued use of stipends for certain duties within the Department (officer and coordinator stipends).

There was some further discussion about job descriptions and Nichols will do some additional work on them, after Carlson sends the updated template from our insurer (Primex). Chief Butler will contact Skip Sullivan (Seacoast Chiefs Fire Officers Association) for additional templates, and other towns will be contacted as well.

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

Selectmen discussed the Ferwerda legal matter and updates this week in terms of research. No decisions were made.

The Board also reviewed a request for vacation carryover, and decided to wait until closer to year end, and if there were other requests, to review them all at once.

It was noted at the end of the meeting that the off-site improvements as part of the cell tower construction, to Nathaniel Brown Drive, had been satisfactorily completed this week. Carlson reported the Road Agent had reported in on the work being satisfactory. The Town Engineer was also part of the inspection process.

The next regular Board meeting will be held at 6:30 pm on Thursday November 21, 2019 at the Fremont Town Hall in the basement meeting room.

With no further business, a motion was made by Janvrin to adjourn the meeting at 9:15 pm. Barham seconded and the vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson
Town Administrator