

**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. Bill Millios of FCTV was live broadcasting the meeting. All rose for the Pledge of Allegiance.

## **II. ANNOUNCEMENTS**

1. 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. The Inspector is CLOSED on Friday November 22<sup>nd</sup>.

2. 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.

3. The Fremont Holiday Giving Tree Program is in full swing. Contact Pastor King at [Pastor@pumcfremont.org](mailto:Pastor@pumcfremont.org) about how to help; and families in need should contact Jodi at 734 2412 as soon as possible to sign up. There is a full article in the December newsletter which will be posted shortly.

## **III. LIAISON REPORTS**

The Budget Committee met Wednesday November 20, 2019. Cordes reported that most of the discussion was with school administration, members of the School Board and members of the public regarding the school budget. There is no meeting scheduled next week, the next meeting is December 4, 2019 and will be focused on finishing up many of the Town budgets.

The Planning Board met Wednesday November 20, 2019 at 7:00 pm in the Basement Meeting Room. The following topics were discussed:

1. Continued Business:
  - a. Proposed Zoning Changes:
    - i. Josh Yokela met with the Board to discuss a number of proposed Zoning Ordinance changes.
  - b. Cell Tower Site, Map 1 Lot 12:
    - i. The Board continued the Public Hearing to the December 4 meeting.
2. Subcommittee Reports:
  - a. The Master Plan Subcommittee agreed to meet on Monday, December 9 at 1:00 pm.

The next meeting is scheduled for Wednesday December 4, 2019.

The Zoning Board of Adjustment will hold a brief meeting next Tuesday November 26<sup>th</sup>.

The FCTV Committee met Monday November 18, 2019. Janvrin reported that Bill and Greg will be meeting at the Ellis School on Monday to test the sound system for any issues before the upcoming Town and School District Meetings. There was some discussion on replacing the computer system as there have been issues with the current computer and they are concerned that if it failed with no backup, FCTV could be off air for weeks. FCTV now has the ability to broadcast live on both channels 13 and 22. When a second meeting is held, it is live broadcast on Channel 13 and then is added into the rebroadcast schedule on Channel 22.

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

Janvrin made a motion to approve the minutes of November 14, 2019 as amended and Barham seconded the motion. The vote was unanimous 3-0.

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

6:45 pm Public Input - None

7:00 pm Department Heads - None

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

1. Carlson distributed the expense and revenue report that was updated through Wednesday 11/20/2019. A list has been started for items to be encumbered or completed by end of year. Things are looking good for end of year budget and revenue.

2. Budgets:

**4312 Highway Department** - The Selectmen reviewed the Highway 2020 road project spreadsheets and updated financial information. Carlson and Road Agent Holmes had reviewed the Highway budget again and Holmes recalculated overall projects, and this has resulted in a reduction of the operating budget.

The individual road projects for Ann Lane and Hooke Road (within HW line 4312720) have been recalculated to firm up the contingency and hot top percentages. This work has resulted in a reduction of the operating budget line item. Holmes has removed some items to reduce the engineering totals. Janvrin made a motion to change the Selectmen's recommendation for line item 4312720 from \$193,159 to \$173,130. Barham seconded and the vote was 3-0. Janvrin made a recommendation to change the Highway operating budget total from \$625,558 to \$605,529. Barham seconded and the vote was unanimous 3-0.

**4210 Police Department** - Selectmen reviewed the year end priority list. This includes the Police Department radio payment of \$7,464 (which will be removed from the 2020 budget if it can be paid with excess 2019 funds).

**4220 Fire Rescue Department** – The compensation system will go to an hourly pay plan tentatively as of the first payroll of 2020 (beginning 12/22/2019). Doing this and funding the final 7 weeks of the calendar year (11/01/2019 to 12/21/2019) will allow for removal of the added budget funds included in their 2020 request. The Points compensation system prorated to 12/21/2019 is approximately \$7,900. If this can be paid from this year's budget, then \$11,667 would be able to be removed from the Fire Rescue Department budget for 2020. Carlson will be following these and will have a better idea toward mid-December.

In reviewing the spending report, Cordes mentioned some expenses that are already showing over expenditures, including Legal, Revaluation of Property, and Direct Assistance.

Carlson mentioned getting a quote for the roof on the shed behind the Town Hall and completing this year, this will be revisited again.

3. Road Evaluation proposal from Stantec – Carlson indicated that the \$2,610 committed for the traffic study is shown in the spent line of the 2019 Highway Department budget, and the balance is on the encumbered listing for end of year. This is a priority for the Town.

## **VII. NEW BUSINESS**

1. Selectmen reviewed the folder of incoming correspondence. This included Comcast price changes and customer notices, letter from Maureen Callahan regarding the Town's energy contract (Barham will contact her regarding the renewal process), emails from residents asking questions and reporting truck hauling issues, spreadsheet of how the 2019 Fire Rescue Points Compensation and stipends were paid out, NH DES letter to Galloway regarding conditional Wetlands Bureau permit, another request to carry over earned time (Selectmen will review all requests at one time).

Janvrin mentioned that he received a call from a resident regarding a trucking issue discussed at the Epping Selectmen's meeting on Monday November 18<sup>th</sup>. Barham attended the meeting, but it was not about the trucking issues within Fremont regarding Epping businesses. It was regarding No Thru Trucking Ordinances in Epping that has, which apparently has not been enforced in many years. The State Police wrote a citation for a truck driver.

2. Janvrin made a motion to approve the Accounts Payable manifest of \$537,070.81 (county tax bill \$462,647 is included, also some legal utility bills) for the current week dated November 22, 2019. Barham seconded the motion and the vote was 3-0.

Janvrin made a motion to approve the Payroll manifest dated November 22, 2019 covering Fire Rescue Points Compensation Plan for the 11/01/2018 through 10/31/2019 Points Year and Insurance stipend payout in the amount of \$58,194.41. Barham seconded and the vote was unanimous 3-0.

3. In preparation for there being no Board meeting next week, the Board decided to have Carlson call everyone and email out scans of the Payroll and Accounts Payable manifests. Barham motioned to approve and authorize any two Selectmen or one Selectman and Carlson to sign the Payroll and Accounts Payable manifests for week to be dated November 27, 2019. Janvrin seconded the motion and the vote was unanimous 3-0.

4. Barham made a motion to approve the December Newsletter as amended. Janvrin seconded the motion and the vote was 3-0.

5. Janvrin moved to approve the FPD Purchase Order 19-8 in the amount of \$2,594.00 for ammunition for annual firearms training. Barham seconded and the vote was unanimous 3-0.

6. Replacement phone system for the Fremont Safety Complex – Carlson reported that Chief Twiss and Chief Butler have both spoken about replacing the phone system at the Safety Complex, the current system is approximately 10 years old. Cordes stated that with the system being this old it could be hard to find replacement parts especially if the system fails. The Selectmen requested that Carlson speak to John Powers regarding phone systems and what options we have to possibly replace by end of year.

7. Fire Rescue reports from Chief Butler (earlier this evening) were distributed for Board members to review. The Fire Rescue Department is meeting on Monday December 9<sup>th</sup> to discuss the compensation plan and logistics. Selectmen and Carlson are planning to attend (after the Town holiday pot luck).

### **VIII. WORKS IN PROGRESS**

1. Budget work continues. The Town will return to the Budget Committee on Wednesday December 4, 2019. The Committee is looking at January 15, 2020 for the public hearing date and they support having back to back Deliberative Sessions in February on a Saturday. Carlson will follow up with the School Board.

2. The FCC has made a ruling which would change the way communities have local cable (PEG) access programming funded, and it would push costs back to the Town's instead of what may be provided by the vendor (such as a cable drop for public access, as well as other services provided free to Towns like cable drops at Libraries). Several states are challenging the ruling, so it will be an evolving process. Kevin Woods, RCTV Director has shared some information with the FCTV Committee. The Selectmen suggested that we keep in contact with Kevin Woods regarding the progress of the court cases.

3. Carlson presented a policy relative to Social Service Agency budget requests, this is something that has been considered for a few years to make the process smoother. She will continue working on this policy and present to the Selectmen again.

4. Carlson handed out packets for the Selectmen to review of resumes for Building Inspector and Camp Director candidates. Cordes spoke to the Building Inspector who is staying to help as the process to find a new inspector is underway.

At 7:30 pm Janvrin moved to enter non-public session pursuant to NH RSA 91-A:3 II (e) to discuss a legal matter. Barham seconded and the roll call vote was unanimously approved 3-0; Cordes-yes; Janvrin-yes; Barham-yes.

Clement left the meeting at 7:35 pm.

Respectfully submitted,

Kathy Clement  
Selectmen's Clerk

The Board's non-public session began at approximately 7:45 pm.

Selectmen discussed updates this week relative to the Ferwerda case. No decisions were made.

At 8:00 pm a motion was made by Barham to return to public session. Janvrin seconded and the vote was unanimously approved 3-0; Cordes-yes; Janvrin-yes; Barham-yes.

Selectmen then realized that one budget distributed earlier had not yet been reviewed for a recommendation. Carlson walked through the line items within the 4155 Personnel Administration budget. The total is \$378,995.

Carlson highlighted slight increases in health insurance and decreases in the disability and life insurances. NHRS is at the same rate as current, 28.43% but still encompasses over \$100,000 of the budget. An

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allowance has been put in for the new highway employee for the 1% retirement match (he is eligible as of early January as he will have been with the Town for one year.

Carlson also highlighted that the benefits are budgeted based on exactly the current census. Any staffing changes will potentially cause increased in expense here.

With no further questions, Janvrin moved to recommend \$378,995 for Personnel Administration. Barham seconded and the vote was approved 3-0. This will be taken to the Budget Committee on December 4<sup>th</sup> as well.

Carlson will contact Board members next Tuesday to review and sign off on the manifests for payroll and accounts payable.

The next regular Board meeting will be held at 6:30 pm on Thursday December 5, 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 8:35 pm. Barham seconded and the vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson  
Town Administrator