

Approved 12/19/2019

I. CALL TO ORDER The meeting was called to order at 6:30 pm in the basement meeting room at the Fremont Town Hall. Present were Selectmen Gene Cordes and Roger Barham and Selectmen's Administrative Assistant Jeanne Nygren. Also present was School Board member Gordon Muench. 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.
2. The Wreaths Across America Ceremony will take place at the Fremont Town Hall at noon on Saturday December 14, 2019.
3. The Public Safety Services will escort Santa around Fremont beginning around 2 pm on Saturday December 21st (Sunday December 22 in case of inclement weather). Listen for sirens and watch for lights as he travels the roads of Fremont.
4. All Town Offices are closed on Tuesday and Wednesday December 24 and 25 for the Christmas holiday. Trash and recycling collections are delayed one day during that holiday week.
5. All Town Offices are closed on Wednesday December 31 for New Years Day. Trash and recycling collections are delayed one day during that holiday week.
6. Several new town email addresses were instituted this week. Please check the website for more information, and update your records as soon as possible for the following:

Heidi Carlson hcarlson@fremont.nh.gov
Jeanne Nygren jnygren@fremont.nh.gov
Kathy Clement kclement@fremont.nh.gov
Leanne Miner, Land Use AA landuse@fremont.nh.gov
Building Inspector buildinginspector@fremont.nh.gov
Town Clerk Tax Collector clerkcollector@fremont.nh.gov
Rich Butler, Fire Chief rbutler@fremont.nh.gov
Rachel Edwards, Treasurer treasurer@fremont.nh.gov

The Fire Rescue membership also now has email accounts and we will publish this list as soon as possible.

III. LIAISON REPORTS

Monday December 9th was the Potluck Dinner for employees, board members and volunteers in the town and was very successful. After this dinner the Selectmen and Carlson attended the Fire Rescue Department membership meeting where the compensation plan was discussed at length on the transition of the points plan to the hourly rate compensation. Barham thought this was very informative and there was good membership participation.

Cordes said the December 11, 2019 Budget Committee meeting focused on the Highway, Fire

Rescue, and Personnel Administration budgets. No decision was made on the Parks and Recreation budget pending further information and decisions on the summer camp program. The next meeting scheduled for December 18, 2019 will primarily focus on the School District budget.

IV. APPROVAL OF MINUTES

Review of the minutes for December 5, 2019 was tabled until the full Board is present next week.

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

6:45 pm Public Input - none

At 7:00 pm Fremont Fire Chief Richard Butler came into the meeting with a recruit that he introduced to the Selectmen. Anthony Sclafani, a Fremont resident for 7 years, has been attending meetings and training sessions since September, and he is interested in participating and becoming a member of the team. His background is in HVAC commercial service as his full-time employment. He wants to pursue fire fighter and EMT training. Butler has completed the pre-employment documents necessary prior to tonight's meeting. He was welcomed by the Selectmen and recommended to a six month probationary period. The employment package was provided to him for him to return to the Selectmen's Office after completion.

Butler wanted more discussion on the email transition for the members. A copy of the SOP legal review comments will be forwarded to Butler. Butler also handed in a timesheet he made changes for further review.

The Fire Rescue Monthly Meeting and Officer Meeting notes and activity reports for October/November dates were distributed for Board review.

VI. OLD BUSINESS

1. An updated expense and revenue report will be ready for next week. There is not going to be a huge excess. The end of year priority list may be limited to the PD base radio payment, the Fire Rescue final payout for the last 6 weeks of the year, and potentially some engineering money for the study work, or the roof on the shed at the rear of the Town Hall.

Some encumbrances are also being put together into contracts, namely the next stage of work at the Leavitt Cemetery.

2. Audit 2018 follow-up – Selectmen reviewed an email from Mike Campo to see if a Board member and Heidi could conduct this meeting. The 2018 audit needs to be wrapped up. Two members are available early morning to meet with Campo along with Carlson to review the questions. This will be addressed again at next weeks agenda to finalize the date and time after setting up with Campo. Board members need to have their questions ready for that meeting.

3. An updated copy of the draft Warrant to Date was reviewed.

The following Warrants were read, discussed and recommendations as follows:

Article B-Full time police officer \$42,997

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Article C-Town Expendable Trust Fund for computer server replacements \$4,000.

Article D-Library Expendable Trust Fund contribution of \$5,000.

Article E-Fire Truck Capital Reserve Fund for \$50,000.

Article F-Highway Equipment Capital Reserve Fund \$25,000.

Article G-Chester Road grind, reclaim and pave base coat \$134,528

Article H-Emergency Weather Town Trust Fund \$25,000

Article I-Bridge Construction Capital Reserve Fund-\$100,000

Article J-Mosquito Control Program \$49,550

Article K-Historic Museum Renovation Capital Reserve Fund \$15,000

Article P-Town Clerk salary raise 2%; appropriating \$714

Barham moved to recommend all the above articles as written with second by Cordes. The recommendations were unanimous 2-0.

The remaining Articles L, M, N, and O will be considered after the language required for these articles are finished.

VII. NEW BUSINESS

1. Selectmen reviewed the folder of incoming correspondence which contained the Public Hearing notice regarding zoning changes; and legal matter correspondence which will be discussed later in non-public session.

2. A motion to approve the payroll manifest of \$33,455.04 for the current week dated December 13, 2019 was made by Barham and seconded by Cordes with unanimous approval 2-0. A motion to approve the accounts payable manifest \$61,183.77 for the current week dated December 13, 2019 was made by Barham and seconded by Cordes with unanimous approval 2-0.

3. A motion was made by Barham to sign the replacement check manifest net \$0 expense, to account for a check lost in the mail (and later recovered, but voided prior to recovery) manifest documenting voided check #62166 and reissued check #62401 both in the amount of \$1,489.71 and seconded by Cordes with unanimous approval 2-0.

4. Land Use Change Tax Warrants as follows:

A motion to approve and sign the Land Use Change Tax Warrant of \$9,500 for parcel 02-146.002 on Copp Drive owned by Stephen Meade was made by Barham and seconded by Cordes with unanimous approval 2-0.

A motion to approve and sign the Land Use Change Tax Warrant of \$9,000 for parcel 02-147 and parcel 02-147.001 on Copp Drive owned by Nettie Thompson was made by Barham and seconded by Cordes with unanimous approval 2-0.

A motion to approve and sign the Land Use Change Tax Warrant of \$14,000 for parcel 01-012.00T at 37 Nathaniel Brown Drive (cell tower space) was made by Barham and seconded by Cordes with unanimous approval 2-0.

5. Carlson prepared the Sandown Road Bridge Overflow expense report with a letter drafted to Trustees of Trust Funds for release of Bridge Capital Reserve fund monies of \$243,228.49 for the Board

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consideration and approval. Time is of the essence to get the funds transferred into the general fund prior to our fiscal year end. A motion to approve the release of \$243,228.49 and sign the letter was made by Barham and seconded by Cordes with unanimous approval 2-0. It is noted for the record that this amount includes one additional engineering invoice which came in since the initial report was presented last week.

6. The Board of Selectmen's 2019 audit questionnaire will be held for next week's agenda to have a full Board present.

7. Social Service Agency budget (4445) requests recommendations as follows:

Rockingham County Nutrition-\$1575.00; Lamprey Health \$4,100.00; Rockingham County CAP \$6,612.00; Waypoint \$2,500.00; Seacoast Mental Health \$2,000.00; Richie McFarland Children Center \$2,700.00; HAVEN \$1,885; NH SPCA \$600.00; RSVP \$100.00; Child Advocacy Center \$1,250.00; CASA \$500.00; American Red Cross \$1,450.00 and One Sky Community Services \$2,800.00. A motion to recommend \$29,242.00 for 4445 Vendor Payment Social Services was made by Barham and seconded by Cordes with unanimous approval 2-0. All these service agencies provide vital support services not only to Fremont residents but surrounding community residents. The care provided ranges from senior services to youth care services as well as assistance in fuel, housing, food and meal services.

VIII. WORKS IN PROGRESS

1. Carlson will arrange appointment times with the qualified candidates that submitted resumes for the Building Inspector position and get back to the Board and Parks and Recreation Committee will review applicants for summer program positions and make their recommendations prior to scheduling to meet with the Selectmen.

2. The Planning Board will hold a Public Hearing in accordance with NH RSA 675:3 on December 18, 2019 at the Fremont Town Hall basement meeting room, 295 Main Street, Fremont NH 03044 at 7:00 pm for the following proposed amendments to the Town of Fremont New Hampshire Zoning Ordinance:

Articles VII and VIII: Amend district names and add approval language for Conditional Use Permits for clarification purposes including:

- Revise district names to reflect 2019 Zoning Ordinance updates (Article 7, Sections 701 and 702).
- Add clarifying language and list all conditions for approving Conditional Use Permits in the Flexible Use Residential District (Article 7, Section 704) and Residential District (Article 7, Section 707)
- Remove and revise conditional approval language from Article 8 to reflect amendments in Article 7.

Articles IX and XII: Amend language for lot size requirements for clarification purposes including:

- Add clarifying language relative to lot creation dates and the addition of a table detailing number of dwelling units allowed by minimum lot size in Article 9, Section 903.
- Add clarifying language relative to lots located within the Aquifer Protection District including the addition of a table detailing number of dwelling units allowed by minimum lot size in Article 12, Section 1203.8.

Article IX, Section 901: Replace the word extension with the word expansion to make ordinance language for expansion of existing structures in Article 9, Section 901 consistent with language in Article 5, Section 503 for expansion of non-conforming structures.

Article V, Section 501: Eliminate language that only allows the reconstruction of non-conforming structures that have been destroyed by casualty loss and remove requirement that reconstruction be completed within two (2) years.

Article XVI: Amend district names, add prohibited signage, and clarify illumination requirements as follows:

- Revise district names to reflect 2019 Zoning Ordinance updates (Article 16, Section 1600.2).
- Prohibit Visual Story signage.
- Specify allowance of internally lit signs under illumination regulations.

If necessary, an additional public hearing will be held on January 8, 2020 at the Fremont Town Hall basement meeting room, 295 Main Street, Fremont, NH 03044 at 7:00 pm. A copy of this language is available upon request at the Fremont Town Hall during regular business hours. The final form of these amendments will be on the Warrant Article at the March 2020 Town Meeting. You are invited to attend these Hearings in person or by counsel or agent. Written comment will be accepted up until the date of the Hearings. Contact Leanne Miner at (603) 895-3200 x 306 or landuse@fremont.nh.gov with any questions.

IX: NON-PUBLIC SESSION pursuant to NH RSA 91-A:3 II (c) and (e)

At 7:42 pm Barham moved to enter non-public session pursuant to NH RSA 91-A:3 II C to discuss a legal matter. Cordes seconded and the roll call vote was unanimously approved 2-0; Cordes-yes; Barham-yes.

At 7:58 pm Barham moved to return to public session. Cordes seconded and the roll call vote was unanimously approved 2-0; Cordes-yes; Barham-yes.

The Board asked for the Fire Rescue Pay SOP to be back on the agenda next week along with Chief Butler and the Deputies for further discussion.

The next regular Board meeting will be held at 6:30 pm on Thursday December 19, 2019 at the Fremont Town Hall in the basement meeting room.

A motion to adjourn the meeting at 7:59 pm was made by Barham and seconded by Cordes with unanimous approval 2-0.

Respectfully submitted,

Jeanne Nygren
Selectmen's Administrative Assistant