

Approved 01/30/2020

**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 Parks & Recreation Commission members Michelle Gallant, Rita Mudawar, and Jon Benson. All rose for the Pledge of Allegiance. Tonight's meeting is a live broadcast by Bill Millios from FCTV.

At 6:30 pm Selectmen met with Parks & Recreation Commission members Jon Benson, Michelle Gallant, and Rita Mudawar. The Board had asked the Commission to come in, and thanked them for their time this evening to discuss with the Board their thoughts on moving the Commission forward after the Chair's resignation last week. Cordes commended their participation and efforts and spoke of a need to focus on expanding membership for future success. The summer program was discussed in length with an explanation from Mudawar on having an 8-week program vs a 6-week program. The selection process for hiring an individual to assume not only running the program, but assuming the ability to plan the logistics of payroll, planning events, selection of location and length of the program had become a great concern in the program this year. The Board asked the Commission members their views on them committing to running the program. The indicated they have not met and asked for some time to discuss and review.

A few minutes later they returned to the meeting room and advised Selectmen that they did not feel they were prepared to carry the Summer Camp program this year and needed some time to reorganize and recruit some additional volunteers. They reviewed and agreed with a recruitment flyer Carlson had prepared, so this will be added to the website and put in the newsletter if space permits (the print Town Meeting edition).

The Commission will focus on the smaller events they have during the year at Easter, Memorial Day, Halloween and Christmas events until they expand the Commission's membership. They were thanked by the Board and they left the meeting at approximately 6:50 pm.

## II. ANNOUNCEMENTS

1. Signup for Town and School District positions began yesterday and runs through Friday January 31, 2020. You must sign up with the Town Clerk or School District Clerk. Contact the Town Clerk for more information. All the candidate and meeting information is posted on the homepage of the Town's website.
2. The Town and School Deliberative Sessions will both be held on Saturday February 1, 2020. Both meetings will be posted for 9:00 am, and the School District meeting will begin first; followed by the Town's meeting as soon as officials can change chairs and Town Officers can set up. The snow date is Saturday February 8, 2020 at 9:00 am.
3. Selectmen will meet at 9:00 am on the morning of Deliberative Session at Ellis School, in preparation for the meeting. The Budget Committee meets at 8:30 that morning at the School.
4. The Planning Board's Fremont Master Plan Survey is coming soon. This is an extensive online survey for residents due to go live soon and will be online for approximately 3 weeks. The goal is to get 300 completed surveys from residents.
5. All Town Offices are closed on Monday February 17, 2020 for President's Day. There are no delays in trash collections that week.

### **III. LIAISON REPORTS**

Janvrin attended the January 20, 2020 FCTV Committee meeting where they nominated and elected Greg Fraize as Chair. They also discussed soliciting for new members as their by-law allow 5 members for this Committee. A large focus was on the acoustics for Ellis School gym for Deliberative Sessions on February 1, 2020, updating computer system and using the existing system for backup only and enhancing microphone quality. Their next meeting is scheduled on February 17, 2020 at 6:00 pm.

There was no Selectman present at the January 22, 2020 Planning Board meeting due to scheduling conflicts. Carlson reported that the Board conditionally approved the South Road Map 02/020 project.

Janvrin also attended the January 22, 2020 SRRDD 53B meeting in Rye, New Hampshire. At that meeting they voted that the full Committee vote is needed for Town's wishing to join the District so to protect driving up the costs depending on the size of the community wishing to join. The Committee also signed the renewal/extension agreement with Waste Management. They reviewed their upcoming budget of which Fremont's dues are \$4,947.34, elected Committee officers and their next meeting is scheduled for April 22, 2020 at 6:30 pm.

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

A motion to approve the January 2, 2020 minutes as written which included the recessed session of January 8, 2020 was made by Janvrin and seconded by Barham with unanimous approval 3-0.

A motion to approve the minutes of the January 16, 2020 meeting as written was made by Barham and seconded by Janvrin with unanimous approval 3-0.

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

The 7:00 pm meeting with Fire Rescue Chief Rich Butler and Joe Parisi needs to be rescheduled due an illness in the Parisi family.

At 7:12 pm Town Moderator Michael Rydeen met with Selectmen to review the 2020 Town Warrant in preparation for Deliberative Session on Saturday February 1, 2020. Rydeen recapped the new changes made by the State regarding elections. These included Senate Bill 104 to allow the postponing of Deliberative Sessions and Voting events due to snowstorms. There must be an emergency declaration by the National Weather Service to postpone up to two weeks along with notice, and this is done in conjunction with our Road Agent and Police Department. Other changes included verbiage for each session, Town Meeting is now called the Business Session, RSA 40:32 under SB2 permits voters to request and discuss the default budget for information; voting day electioneering rights were clarified regarding asking someone to cover up or take off certain political advertising (hat or tshirt) or the like.

This year is Fremont's first time doing both Deliberative Sessions on the same day which begins with the School at 9:00 am, and then goes to the Town after a brief intermission. The "State of the Town" for Fremont will be done by one of the Selectmen, then a presentation and dedication award. Selectman Janvrin will move each Warrant Article and Barham will second each, to make an easier flow of the meeting. Zoning article questions will be addressed by the Planning Board Chair (or designee); and Land Use AA Leanne Miner and Roger Barham (and perhaps other Planning Board members will likely also be in attendance. Carlson will reach out to the Chairperson to connect he and Moderator Rydeen for contact

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information. Barham stated that he will be assisting Chief Twiss with a power point presentation to address the new police officer Warrant Article.

Rydeen is also soliciting having greeters at the polls to help guide voters to the right areas/lines and keep things moving. He noted some high school volunteers to cover from 3:00 pm to closing and put out a plug for other volunteers who may want to assist with this effort for the early morning and mid-day hours. Rydeen noted that there will be three (3) alphabetical table set ups for each of the big elections (February, September and November) to ease the flow of voters. He was thanked by the Board for all of his efforts and left the meeting at 7:45 pm.

## VI. OLD BUSINESS

1. With no other changes to the 2020 Town Warrant a motion to sign was made by Barham and seconded by Janvrin with unanimous approval 3-0. All true copies were signed by each Board Member twice. These will be posted tomorrow at Town Buildings.
2. Carlson within the past few weeks has received additional complaints from Shirkin Road residents regarding noise, heavy truck traffic, speed and "house rattling" at all hours of the day and night. One resident has been woken up at 3:00 am, 4:00 am and 5:00 am with his house "rocking" from 18 wheelers, and holes in the road which he contacted the Road Agent about. Another complaint indicates some trucks are using Shirkin Road instead of Rogers Road to get to Route 101. Cordes discussed the road study project the Board is intent on undertaking, noting the end of year 2019 funds did not have any excess funds to commit to completing the engineering study. The Board is painfully aware the problem still exists. Carlson will reach out to Buxton Oil and Dead River Company (from an earlier group email) to address this problem again and if they have any strategies on the ongoing problems.
3. Selectmen further discussed their Town Report and wanted to work on the language detailing out the work on Shirkin Road. Another draft will be circulated for final dispensation next week.

## VII. NEW BUSINESS

1. Selectmen reviewed the folder of incoming correspondence which included: Letter from Jake Donigian to accept Jacobs Cove as Town road; Carlson's draft documents for review of the Town Report cover and dedication pages; copy of a letter from the Tuck Woods Homeowner's Association to Brentwood Selectmen on trucking; invoices from Stantec for approval of legal work on the Ferwerda case (\$337.50) and \$802.50 in Martin Road Bridge engineering for payment next week; an email regarding the Daystar (KnowB4) online training, Thank you note from a Leavitt Road resident regarding winter operations; Lamprey River Advisory Committee meeting minutes, legal matter copy with a change in a legal case structuring, permission from homeowner to use art depicting their home in Town Report.
2. A motion to sign the Payroll manifest of \$31,380.94 for the current week dated January 24, 2020 was made by Janvrin and seconded by Barham with unanimous approval 3-0. A motion to approve the Accounts Payable manifest of \$30,437.89 for the current week dated January 24, 2020 was made by Janvrin and seconded by Barham with unanimous approval 3-0.
3. A motion to approve FCTV Revolving Fund Manifest #2020-03 in the amount of \$949.02 to reimburse the general fund for January 2020 payroll was made by Barham and seconded by Janvrin with unanimous approval 3-0.

4. A motion to sign the outgoing correspondence to Nicole Cloutier for her years of service to the Parks & Recreation Commission was made by Janvrin and seconded by Barham with unanimous approval 3-0.
5. A motion to approve the replacement manifest for lost check #62138 (payment stopped) and reissued check #62802 in the amount of \$726.44 was made by Barham and seconded by Janvrin with unanimous approval 3-0. There is no new expenditure as the original check was voided and reissued for the original timeframe of November 8, 2019.
6. A motion was made by Janvrin for the Chairman to sign the 2020 Initial Boundary Validation Program form for the US Census, documenting that Fremont's boundaries have not changed. Barham seconded and the vote was unanimously approved 3-0.
7. A motion to approve the February / Town Meeting Edition Newsletter as amended was made by Barham and seconded by Janvrin with unanimous approval 3-0. Carlson will be adding the recruitment for Parks and Recreation Commission along with FCTV recruitment advertisements as space permits. This newsletter has to be exact on size to be printed for mailing.
8. After the review of the letter from Jake Donigian requesting Jacobs Cove be accepted as a Town Road, Selectmen asked Carlson to follow up with the procedure necessary. Some of the sequence includes the Developer completing the punch list, Selectmen scheduling a Public Hearing, road bonding being in place for the designated time period, Road Agent and engineering review and recommendations, along with Board of Selectmen recommendations.
9. Earlier Chief Butler signed the finalized SOP 114 Pay Plan. A motion for the Board to sign the January 16, 2020 edited copy of the SOP 114 Pay Plan for FRD coverage for a one-year period was made by Barham and seconded by Janvrin with unanimous approval 3-0. Two copies were signed of this document and one will be provided to the Chief.

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

The Selectmen will review the appreciation page of the Town Report in non-public session so that the presentation to the recipient can be a surprise.

At 8:15 pm Janvrin moved to enter non-public session pursuant to NH RSA 91-A:3 II (c) and (e) to discuss both a legal and a 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 8:17 pm.

Respectfully submitted,

Jeanne Nygren  
Selectmen's Administrative Assistant.

Selectmen began their non-public session at approximately 8:20 pm.

At 8:45 pm Janvrin moved to return to public session. Barham seconded and the roll call vote was unanimously approved 3-0 Cordes-yes; Janvrin-yes; Barham-yes.

Board members reviewed the Town Report Dedication and Carlson will contact family about the presentation.

Selectmen asked for monthly updates on the status of the Fire Rescue Department payroll budget in light of the new pay matrix, so that this can be monitored against the annual budget.

Based on an email Carlson received from Rita Mudawar, the next Parks & Recreation Commission meeting was announced to be held at 6:00 pm on Tuesday March 10, 2020.

Selectmen discussed the earlier meeting with Parks & Recreation Commission members and decided to remove the funding in the operating budget for summer camp. Motion was made by Barham to reduce the 4520 Parks & Recreation operating budget by \$29,501. It is noted the Budget Committee's recommendation of that was only \$27,006. Janvrin seconded and the vote was approved 3-0.

Carlson will also remove the \$27,006 shown in the revenue line, which is based on the Budget Committee's recommended number. The Board discussed getting some information out to the Budget Committee prior to Deliberative Session. The Committee meets at 8:30 that morning and can update their recommendation if they wish. A motion to reduce the Town's operating budget request will need to be made from the floor of the meeting.

The next regular Board meeting will be held at 6:00 pm on Thursday January 30, 2020 at the Fremont Town Hall in the basement meeting room. This meeting will begin with the Police Department Annual Awards Ceremony. Selectmen discussed briefly the format for the Ceremony. It is anticipated take approximately half an hour, but time has been left on the Board's agenda to accommodate at least 45 minutes.

With no further business to come before the Board, a motion was made to adjourn the meeting at 9:00 pm by Janvrin. Barham seconded and the vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson  
Town Administrator