

Approved 02/27/2020

**I. CALL 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 in the audience was School Board member Gordon Muench. All rose for the Pledge of Allegiance. Tonight's meeting is a live broadcast by Bill Millios from FCTV.

## **II. ANNOUNCEMENTS**

1. Candidates declared for office and other Town Report information can be accessed from the home page of the Town's website with other election materials. The Town Report is completely posted on-line and can be accessed from the homepage of the website. Print copies of the Report arrived yesterday and can be picked up at the Town Hall, Fremont Public Library, Safety Complex, and Ellis School.
2. The Master Plan survey is available for residents through the end of February. Paper copies are at the Town Hall, and it can be accessed from a home page news link on the Town's website.
3. Candidates Night, highlighting all those running for Town and School District Office for the March 2020 elections, will be held on Tuesday March 3, 2019 at the Fremont Town Hall Basement Meeting Room. The program starts promptly at 6:00 pm and will be hosted by Moderator Michael Rydeen.
4. Town and School Elections and voting on Warrant Articles and budgets will take place on Tuesday March 10, 2020. Polls are open at Ellis School from 7:00 am to 8:00 pm. Contact the Town Clerk for voter registration or absentee ballot information. The absentee ballot request form for Town and School elections is accessible from the home page news article on Voting and Annual Meetings
5. Bill Millios from FCTV has offered to assist any candidate wanting to prepare a brief statement about themselves or anyone wishing to support a specific Warrant Article in making a presentation for FCTV viewing through the elections. Anyone interested should contact Bill at [FremontCTV@gmail.com](mailto:FremontCTV@gmail.com).

## **III. LIAISON REPORTS**

Janvrin attended the February 17, 2020 FCTV Committee Meeting where they are pursuing obtaining at least three comparative bids from companies to purchase a new computer system within the next 30-60 day. Bill Millios has also found an interested resident to become a new member of the Committee. Todd O'Malley has come forward to this position and they are seeking the Selectmen's recommendation to appoint him to the Committee. Their by-laws allow up to five members and presently they only have three active members. Their next meeting is scheduled for March 16, 2020.

Barham reported on the 02/19/2020 Planning Board meeting. The following topics were discussed:

1. Continued Business:
  - a. Site Plan Review Regulations Update:
    - i. The Board discussed the Subcommittee comments.
2. Circuit Rider Business:
  - a. Jenn Rowden advised the Board of the status of a proposed Fremont Master Plan Survey:
    - i. The survey is live and will close at the end of the month.
    - ii. The intention is to get 300 completed surveys from residents.
    - iii. Currently there are 234 completed surveys.

The next meeting is scheduled for Wednesday March 4, 2020.

Carlson reported that the ZBA meeting scheduled for February 25, 2020 has been cancelled due to no applications submitted for Board action.

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

A motion was made to approve the minutes of the February 13, 2020 meeting as written by Janvrin and seconded by Barham with unanimous vote 3-0.

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

1. Carlson reported that the NHRS Retiree annual reporting for the FYE 12/31/2019 was due on February 15<sup>th</sup> and was filed at the end of January, making the Town compliant with that guideline. We currently have three retirees, and all were within the limitations set by statute. Carlson reported on the changes in how this information is reported to NHRS, and when (changed from monthly to once a year). This is first reporting year on the annual basis. Carlson has created a spreadsheet to tally every pay week throughout the year to make the year end reporting simplified. The Fire Rescue Department now also has a retiree that qualifies under this new system of reporting.

2. The Board had no additional follow-up questions on the most recent budget report distributed.

3. Carlson circulated a revised draft policy for dispensation of Police Department Detail monies. This is a follow-up item from the 2018 audit. Chief Twiss and the Auditor have reviewed the draft and offered their agreement. A motion to approve the Police Department Special Detail Revolving Fund Policy was made by Janvrin and seconded by Barham with unanimous approval.

4. Martin Road Bridge Engineering-nothing current to report.

#### **VII. NEW BUSINESS**

1. Selectmen reviewed the folder of incoming correspondence that included: an email from a resident on trucking at Rogers and Shirkin Roads; Rockingham County Commissioner letter regarding their appropriation for network funding; REDC project flyer; RPC letter asking for the Board to appoint a representative to the Transportation Advisory Committee.

2. Selectmen reviewed the manifests. A motion to approve the Payroll manifest of \$33,656.91 for the current week dated February 21, 2020 was made by Barham and seconded by Janvrin with unanimous approval 3-0. A motion to approve the Accounts Payable manifest of \$21,436.77 for the current week dated February 21, 2020 was made by Janvrin and seconded by Barham with unanimous approval 3-0.

3. A motion to approve the FCTV Revolving Fund Manifest 2020-05 to reimburse the General Fund for February 2020 payroll wages in the amount of \$648.04 was made by Barham and seconded by Janvrin with unanimous approval 3-0.

4. A motion to approve the 2014-2018 PD voucher for \$16,768.10 to be paid over to the Police Department Special Detail Revolving Fund was made by Barham and seconded by Janvrin. It is noted that the Auditor concurred with this amount following the FY 2018 audit. The vote was approved 3-0. A

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check will be cut next week to transfer these funds over to the PD Special Detail Revolving Fund from the General Fund. With the Check, the Treasurer can open the new account.

5. Last week the Board accepted the transfer from the Fremont Firemen's Association to the Fremont Fire Rescue Department of a 2004 Bix Tex Utility Trailer. The Board reviewed a letter acknowledging the transfer. Janvrin moved to sign the letter acknowledging and thanking the Association for the donation. Barham seconded and the vote was unanimous 3-0.

6. The March 2020 Newsletter was reviewed and with two additions in an acronym for clarity and insert informational data on FCTV filming of candidate statements or Warrant Article information shoots. With all in order, a motion to approve the March Newsletter was made by Janvrin and seconded by Barham with unanimous approval 3-0.

7. The Selectmen signed a copy of the 2019 Town Report to be delivered to Jack Downing as promised.

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

At 7:00 pm Todd O'Malley came before the Selectmen. He is currently a Zoning Board member for the past two years and is seeking appointment to the FCTV Committee. He has a background in computers, and he feels he can assist with his technical background. Janvrin moved to appoint Franklin Todd O'Malley to the Fremont Cable Committee for the three-year term to expire in March 2023. This was seconded by Barham with unanimous approval 3-0. Carlson stepped out of the meeting to swear in O'Malley. (This fills the term opened when Felicia Augevich resigned last summer).

At 7:08 pm Janvrin moved to recess until the next appointment arrives. This was seconded by Barham with unanimous approval.

At 7:12 pm Janvrin moved to return to session with Barham seconding. This was unanimously approved 3-0.

At 7:13 pm Richard Butler, Fire Chief came before the Board with Joseph Parisi who is a recent graduate from Fire Fighter II Class. Cordes praised Parisi for his commitment in pursuing this avenue and dedication to the residents of Fremont. He also asked what was the difference in Fire Fighter I to Fire Fighter II training program and Parisi spoke that Fire Fighter I does the actual fire fighting techniques with rescue and Fire Fighter II is more field involvement with vehicle extrication, rope rescue and other more technical skills versus fire skills. In FFI training there is 140-160 total hours for four months two nights a week and most weekends, where FFII training is only about half of that time commitment. Parisi took both of his training classes in Concord. Of note Parisi has also completed EMT training. The Selectmen all rose to shake Parisi's hand and again thank him for his work.

Butler had turned in his reporting to the Board last week and Carlson reviewed a few points with him that need to be tweaked within the FireHouse reporting system now that points no longer need to be tracked. Both were thanked by the Board and left the meeting at 7:17 pm.

At 7:20 pm Road Agent Leon Holmes Jr met with the Board. The Board had hoped to be able to have funds available at the end of 2019 to continue with the Engineering Study on the road evaluation for Shirkin, Rogers and Leavitt Roads. There were no excess funds at that time.

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Selectmen explained that Town's legal consultant advises us to finish this study to adequately evaluate the next step in the process to pursue some type of action plan for this area in response to the heavy trucking from Epping businesses. They are seeking the engineering funds appropriated in the 2020 Highway budget to complete this survey and asked Holmes his thoughts on this situation.

Holmes had presented his budget for 2020 seeking funds to complete road work on Hooke Road and Ann Lane which are past due in replacement. He realizes the situation as he also has been dealing with residents on road issues on Rogers and Shirkin Roads which also need work done. The estimate he received from the Town Engineer was \$30,000 for the paving repair work. Holmes also noted that there are unsafe intersections (Leavitt and Shirkin) that also need to be addressed with this study.

After further discussion, all were in agreement that we need to continue with the study as proposed. This will cost approximately \$17,000 in additional funds. The traffic study was funded from the 2019 budget to get it completed before the paving plants closed for the winter. The Board will continue to work on this, and revisit the discussion in 6 weeks as far as budgeting. Carlson has still to check to verify what the 2020 inflation cost adds to the quoted price of the study.

Holmes was thanked and left the meeting at 7:30 pm.

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

There was no update on the Building Inspector candidate. A couple of individual reference checks have been completed but the NH State Police records form is not back yet.

The next regular Board meeting will be held at 6:30 pm on Thursday February 27, 2020 at the Fremont Town Hall in the basement meeting room.

With no further business to come before the Board at 7:32 pm a motion to adjourn the meeting was made by Janvrin and seconded by Barham with unanimous approval.

Respectfully submitted,

Jeanne Nygren  
Selectmen's Administrative Assistant