

Approved 03/05/2020

**I. CALL TO ORDER** The meeting was called to order at 6:30 pm in the basement meeting room at the Fremont Town Hall. In attendance were Selectmen Gene Cordes, Roger Barham and Neal Janvrin; Town Administrator Heidi Carlson; Selectmen's Clerk Kathy Clement and School Board Member Gordon Muench. The meeting was live broadcast by Bill Millios of FCTV. All rose for the Pledge of Allegiance.

## **II. ANNOUNCEMENTS**

1. The Town Report is completely posted on-line and can be accessed from the homepage of the website. Print copies of the Report 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 will be held on Tuesday March 3, 2020 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 and the Sample Ballot for Town and School elections is accessible from the home page news article on Voting and Annual Meetings.
5. The last day to register before election day is tomorrow with the Town Clerk, or Saturday with the Supervisors. Supervisors will be in session from 11 to 11:30 am at the Fremont Public Library on Saturday February 29<sup>th</sup>. New registrants can also register on Election Day.
6. Due to illness, the Building Inspector's office will be closed at least one week, contact the Selectmen's Office for any permits or to schedule inspections.
7. The 2020 Census is actively recruiting workers for up to \$20 an hour with mileage for 20 – 40 hours a week. Information is available in the Town Hall, will be on the Website and FCTV.

## **III. LIAISON REPORTS**

The Safety Committee met on Tuesday 02/25/2020 at the Fremont Public Library. Several items were reviewed and discussed in terms of current happenings at all of the buildings. The only pending action item is to try and schedule Joe Fitzpatrick for the additional hose bib upgrades to avoid a future pipe freeze situation. There was nothing major to report or any injuries since the last meeting. The next meeting will be in May 2020, date to be determined.

Carlson, Chief Twiss and Chief Butler met with DayStar on Wednesday February 19, 2020 for a planning and budget meeting which is done twice annually to review any projects or updates needed.

## **IV. APPROVAL OF MINUTES**

Janvrin moved to approve the minutes of February 20, 2020 as written. Barham seconded and 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. Shirkin Road Engineering update – Carlson prepared a Work Authorization Form for Stantec to complete the Shirkin Road area road evaluation with a balance of \$17,180. The balance of work is outlined, the RFP dated 10/24/2019 excepting task #3 the traffic count, which is done and has been invoiced. The balance of the scope of work due is \$16,680 with a 3% price increase of \$500 not to exceed \$17,180. Barham made a motion to approve the work order for Stantec Engineering to complete the Shirkin Road area road evaluation work in an amount not to exceed \$17,180. Janvrin seconded the motion and the vote was 3-0.

2. The updated scope of work for the Martin Road Bridge Engineering has been sent to NH DOT for review. The Bridge Aid officials must review and approve the contract before the Town can take the next steps (in order that we are eligible for reimbursement funding). They are in agreement (nearly completed) with the updated number from Stantec and need a few more datapoints from Dan Tatem next week in order to finalize. The Town's next step then would be to have the Board sign an agreement for the updated scope of work and new fee. After some discussion it was decided to defer action until the State sends the approval letter for the new amounts due as the original scope of work was done around 2010 at \$110,000 and the updated scope of work is just over \$126,000. The State agreed that with inflation, new regulations being passed and the number of years that have passed this price is not out of line. When Carlson receives the letter from NH DOT approving the costs the contract with Stantec can be signed. Everything is moving forward.

3. Sandown Road Bridge Overflow update – Information from a citizen was provided to the Police Department and the guardrail work order is ready for consideration. As the guardrail damage is not covered under the Town insurance, the Town received an estimate for the repair. The Road Agent has the information and will be contacting the company that installed and will be repairing the damage to schedule a time for them to come inspect the damage and give a more accurate quote. They hope to have it done next week, and get the process moving forward to repair as soon as things thaw. The guardrail company begins scheduling work approximately April 1<sup>st</sup>, depending on the weather.

4. Barham made a motion to sign a Property Tax Payment Agreement for parcel 02-022.041 as discussed. Janvrin seconded the motion and the vote was unanimous 3-0.

**VII. NEW BUSINESS**

1. Selectmen reviewed the folder of incoming correspondence that included a complaint from a resident regarding through trucking issues on South Road which was referred to the Police Department; correspondence on the Sandown Road Bridge Overflow guardrail hit and run; email to candidates on the March ballot the option to film a short segment for FCTV; Variance application from Pollinger (5 Pollinger Road) for the ZBA, and a PowerPoint for FCTV for the PT field maintenance position.

2. Barham made a motion to approve the Accounts Payable manifest of \$73,372.63 dated February 28, 2020. Janvrin seconded the motion and the vote unanimous 3-0.

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3. Barham made a motion to approve FCTV Revolving Fund Manifest 2020-05A for balance due on February 2020 reimbursement to the General Fund to cover payroll (math error on last manifest adjusted) in the amount of \$300.00. Janvrin seconded the motion and the vote was 3-0.

4. Carlson reviewed with the Board a Cooperage Forest Escrow Account Manifest 2020-023CFE in the amount of \$420.00 to cover engineering inspection on Spaulding Road Phase I. This work was done in preparation for the Town to assume the road. In December the engineer was inspecting Phase II and looked at Phase I as the weather allowed, he reviewed the final list needing to be complete. It is nearing the point where the Town can accept it and it may be coordinated with Jacobs Cove to save on some costs. Janvrin moved to approve the Cooperage Forest Escrow Manifest 2020-023CFE in the amount of \$420 and Barham seconded the motion. The vote was unanimous 3-0.

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

The Fire Rescue Association has purchased equipment to install a screen and ceiling-mounted power point projector in the training room at the Complex. This came up at the Safety Committee meeting on Tuesday, and via representatives at the meeting, it will now be coordinated with the Police Department. The Fire Rescue Association spent a couple thousand dollars to improve the training setup with this equipment. It was asked for Fire Rescue and Police to coordinate to make sure it works for all users of the space in the Complex. They do need the Electrician to pull a permit for that part of the work. (No fee is due as it is a Town building).

At 6:58 pm Janvrin moved to enter Non-Public Session pursuant to NH RSA 91-A:3 II (c) to discuss a personnel matter. Barham seconded and the roll call vote was unanimous 3-0; Cordes-yes; Janvrin-yes; Barham-yes.

Clement and Muench left the meeting at 7:00 pm.

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

The Board's non-public session began at approximately 7:05 pm.

At 7:15 pm motion was made by Janvrin to return to public session. Barham seconded and the roll call vote was unanimously approved 3-0; Cordes-yes; Janvrin-yes; Barham-yes.

Carlson reviewed with the Board the reference checks on the BI candidate, including return of a satisfactory State Police records check. Selectmen discussed details and Janvrin moved to make an offer to Larry Miner with certain conditions. Barham seconded and the vote was approved 3-0. Carlson was directed to reach out and see about a conditional offer and schedule an upcoming meeting with Miner.

The next regular Board meeting will be held at 6:30 pm on Thursday March 5, 2020 at the Fremont Town Hall in the basement meeting room.

With no further business to come before the Board, a motion was made by Janvrin to adjourn the meeting at 7:20 pm. Barham seconded and the vote was approved 3-0.

Respectfully submitted,

Heidi Carlson, Town Administrator