

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. All rose for the Pledge of Allegiance. Tonight's meeting is a live broadcast by Bill Millios from FCTV. It is noted that meeting participants is limited to 10 people for proper social distancing, and Carlson's email address was available on the screen if anyone watching has a question they want to submit.

II. ANNOUNCEMENTS

1. All Town services are transitioning to a virtual setup. Please review the most up to date information on the home page of the Town website. Many Town Officials and Employees are working to keep our Town services moving, but it is in a very different way. Please be patient as we all work through this current health crisis and do everything, we can stop the spread of the virus.

Carlson reinforced the above statement that all Town buildings are closed to the public including the Library and Safety Complex. Emergency services are operating as usual, and residents should call 911 for an emergency situation. Waste Management has indicated that trash and recycling service will be provided as usual, observing social distancing. If employees must work in the building, they are staggering schedules to check voice mail, emails to keep service moving as much as possible. The Library is providing books by curbside delivery as requested for the time being, and email can be sent to Librarian Eric Abney. The Town Clerk Tax Collector is only doing face to face transactions as needed by appointment only. All other transactions can be done by mail, email, or drop box in front of Town Hall. Building applications and permits will continue, but in a different way to maintain social distancing while getting things done. Inspections will be done on an as-needed basis for the time being, so long as no one is sick and social distance can be maintained.

The Land Use office has been providing services in the same manner through email and voice mail messages. The lobby at the Safety Complex is closed for walk-ins but there is a Blink camera which alerts personnel inside to be able to address issues and converse via remote speaker. All three Town buildings (Town Hall, Complex, and Library) have a drop box that is checked several times a day for correspondence and other submissions.

Carlson has drafted a comprehensive document listing all the components of our daily operations to provide residents the necessary informational data on all Town Departments for contacting information as well as a "virtual how to" guide. This is being put up in parts (short versions) on FCTV Channel 22 and the Town's website for daily updates to stay informative with the correct informational data. Janvrin said he would post the completed document on the community Facebook page as well. All are urged to check the Town's website (homepage) for the most up to date Town information.

Cordes inquired on the existing Zoning application status which the applicant has asked for an extension. It is looking like the meeting scheduled for Tuesday March 24th will be moved to at least April, and this will be posted on the website as soon as a decision is made.

III. LIAISON REPORTS

The Planning Board meeting of March 18, 2020 was cancelled.

The Zoning Board meeting that is scheduled for March 24, 2020 may need a date to reschedule as the applicant has asked for a continuance.

IV. APPROVAL OF MINUTES

On both the March 12 and March 18, 2020 Board meeting minutes, the Selectmen deferred approving until the next meeting.

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

At 7:00 pm Department Heads present included Emergency Management Director Mark DeVeber, Health Officer April Phelps, Police Chief Jon Twiss, Fire Rescue Department Deputy Chiefs Joe Nichols and Kevin Zukas, and Fire Rescue EMS Captain Vincent O'Connor. Selectmen thanked them all for attending and all the work that they and the public safety departments are doing at this difficult time.

Carlson did a brief introduction indicating that this presentation has been in progress for the past couple of weeks, even before the vast changes that occurred this past week throughout NH. The Town and public officials wanted to do this presentation two weeks ago when the Corona virus crisis first started developing, but everything exploded so fast it didn't happen. She thanked everyone here tonight for their great efforts since this all started in helping our Town handle the uprising situation as leaders. She commented "they are amazing as usual."

April Phelps then went through a great presentation with information on the Corona virus with detailed background on pandemics for the past 100 years, how they mutate and spread to humans, and the symptoms. It led to review of how we can help by social distancing and following recommendations of leaders in charge to keep our community safe. This distancing is to flatten the curve as we won't have enough medical capacity in the health care systems to handle the massive influx in treatment as the number of cases continue to increase. She shared the New Hampshire statistics as of tonight which are 39 cases, 17 in Rockingham County.

The presentation also touched on some of the many complications associated with isolation. She emphasized the importance of using reputable sources when researching data regarding the Corona virus, such as the Centers for Disease Control (CDC), World Health Organization (WHO), NH Department of Health and Human Services, calling 211 in NH, and more local medical centers such as Boston Medical Center, Mayo Clinic as well as John Hopkins. If anyone has questions, they can reach out to her via the contact link at the Town's website or at april.lisa.phelps@gmail.com or through the Selectmen's Office.

Then Emergency Management Director Mark DeVeber shared his data from the State level with tracking since February and how things have really ramped up. Our Governor plans to address residents on Mondays, Wednesday and Fridays with mandates from State as well as Federal. DeVeber stressed that residents of NH should try to minimize doing normal things, social distancing and taking pause has proved to break the transmission issue to eliminate the community spread which is happening now. Doing what you have been told is very important and we all need to do our job. What we are doing with all these efforts is trying to buy time and capacity for our hospitals. Don't use our unlimited resources unwisely, if we need to do our business, do it responsibly. We are waiting for medical professions to have quick testing for analysis to manage people from contact. He reinforced to get your news from the right sources such as Town Website, calling 211 which is the State resource for any questions you may need to have answered. We are properly equipped and we are all in this situation together.

Next, Fremont Fire Rescue Deputy Joseph Nichols reports the Fire Rescue Department now wears the appropriate masks and outer gear when answering calls to protect themselves. He went through how a call is answered when you call 911, and that staff will try to meet at door or in a garage so they don't have

Approved 03/26/2020

to go into structure to limit people with contact in any potential Covid-19 situation. Decontamination takes place after every call, not only their personnel and equipment but the vehicles also have to be wiped down. As of today, they are in good shape.

He asked that people continue to call 911 in any emergency situation and to provide factual information throughout the 911 dispatch chain so that emergency responders have the best possible information and can use all the proper protective equipment as necessary. The Town's public safety services will respond to your emergencies!

Police Chief Jon Twiss reported they are minimizing contact by closing the lobby, suspending some in-person non-emergency services like fingerprinting and VIN verifications. The Department is available as usual, weekdays from 8-4 for any questions by phone. After hours, Rockingham Dispatch answers and directs the incoming calls for the Department to send out an officer. Many of the reports will now be taken over the phone and only if necessary, an officer will go out depending upon the nature of the call. Twiss also stressed that the Department will respond to any report of an in-progress crime, or matters requiring an officer, so people should continue to call 911 in any emergency.

Cordes along with the other Selectmen thanked everyone tonight for their dedication to the Town of Fremont's residents and our whole community. He was very impressed on what was put together tonight being able to share with the public on how to be prepared in whatever comes forth and again thanked all present along with those members who are not present tonight in the room.

VI. OLD BUSINESS

1. There are no updates from NH DOT Bridge Aid officials regarding scope of work for the Martin Road Bridge Engineering. A letter needs to be drafted to DOT to lay out the Town's situation in terms of current funding and what the options are for us moving forward, to get their direction.
2. Carlson reminded Selectmen that they, with consult and input from the Conservation Commission had approved the trapper in the Town Forests, and the report last week was the summary requested of his work in that regard. His report and future request will be taken up when the next season arrives.
3. Sandown Road Bridge Overflow – The guardrail company was unable to meet with the Road Agent last week and they are going to try and set another appointment.
4. The Highway Department is doing work on Chester Road as their first project for this calendar year. Tree work began this week, and they are working on the drainage structures to move it forward.
5. New Building Inspector Larry Miner began working on Monday March 9th. He is doing some administrative training with Bob Meade and doing inspections with both Bob and Gregg. Inspections will slow down during this time, and office work will be limited given the shutdown of public office time. As usual messages should be left on the voicemail or by email. The NH Building Officials Association has recommended shutting down with no inspections, but this local decision has been left to our inspectors to make on a case by case basis.

VII. NEW BUSINESS

1. Selectmen reviewed the folder of incoming correspondence which included EAP (Employee Assistance Program) informational data for employees by our insurance carrier; the earlier memo from the Town

Approved 03/26/2020

Clerk Tax Collector on her reduction of in-person services to the public; a request by two Ellis School students searching for memorabilia to place into a time capsule they are planning to do that will be opened in 2070. Suggestions from the Board were a current Town Report, a tax bill from 2020, department patches from Police and Fire Rescue Departments.

2. A motion was made by Barham to approve the Payroll manifest for \$36,486.43 for current week dated March 20, 2020 and this was seconded by Janvrin with unanimous approval 3-0. A motion was then made by Janvrin to approve the Accounts Payable manifest of \$528,647.19 dated March 20, 2020 and seconded by Barham with unanimous approval 3-0.

3. A motion to approve the FCTV Revolving Fund Manifest 2020-06 for \$1,501.26 was made by Barham and seconded by Janvrin with unanimous approval 3-0. Of this, \$199.00 is a reimbursement to Bill Millios for the annual Vimeo renewal subscription service; and \$1,302.26 is the March 2020 reimbursement to the General Fund to cover payroll.

4. A motion was made by Barham to sign the Intent to Cut for parcel 02-150 owned by Mary O'Brien at 610 Main Street. Janvrin seconded and the vote was unanimously approved 3-0.

5. The Fremont School Board has submitted a request to withdraw all Impact Fees collected to date, based on the School Board vote of March 9, 2020. With all in order based on the practice for withdrawal, a motion was made by Barham to send a letter to the Town Treasurer to release these funds. Janvrin seconded and the vote was approved 3-0.

6. A motion to sign the Yield Tax Certification for parcel 02-020 on South Road in the amount of \$198.20 for landowner DECM LLC was made by Barham and seconded by Janvrin with unanimous approval 3-0.

7. Appointment forms. A motion to sign all the below appointment forms was made by Barham and seconded by Janvrin with unanimous approval 3-0.

Brett Hunter – RPC TAC representative for one year

Peter Marggraf - Assistant Town Moderator for two years as recommended by Town Moderator Michael Rydeen

April Phelps - Health Officer for one year

Mark DeVeber - Emergency Management Director for one year

Nancy Murray – Parks & Recreation Commission member for three year

Andy Kohlhofer and John (Jack) Karcz - Planning Board members for three years.

Gene Cordes - Alternate Selectmen's Ex-Officio Representative to the Planning Board and Selectmen's Ex-Officio Representative to the Budget Committee for three years

Dennis Howland and Franklin Todd O'Malley - Zoning Board member for three years

Mary Dutton - Deputy Treasurer for one year

Deborah A. Caputo - Deputy Town Clerk Tax Collector for three years

Cynthia Crane and Richard Cooper- Conservation Commission member for three years

William Millios - FCTV Committee Member for three years

Neal Janvrin - FCTV Committee member for three years and SRRDD 53-B Representative for one year

At 7:40 pm Janvrin moved to go into a five minute recess which Barham seconded. The vote was unanimous 3-0. During the recess, Carlson swore in Janvrin, DeVeber and Phelps to their various appointment terms. It is noted that Cordes was sworn in before the meeting.

At 7:48 pm Barham moved to return to public session. Janvrin seconded and the vote was approved 3-0.

8. The Selectmen will revisit their approval on the 2020 Wage schedule to begin with pay period beginning March 29, 2020 and a pay date of April 10, 2020 at their next Board meeting.

9. In discussing plans for the meeting weeks ahead, the Selectmen feel it is important and want to keep engaged and to keep going as much as we can in keeping to weekly board meetings as we are the center for informational data. If everyone stays well, we can have an effective meeting while social distancing and being limited to 10 people on matters needing immediate attention.

Future events that have been planned are being revisited to make decisions of postponing until a later date or total cancellations. Most quickly approaching is the Easter Egg Hunt, which is doubtful even though it is held outside, it gathers over 50 people which is outside of the limit of people while also keeping social distancing. The final decision can be made outside of this Board's meeting tonight, and is also highly dependent on the School schedule.

Rabies Clinic on April 11, 2020 - Janvrin said this has been postponed. A future date has not been set yet. Bulky Day on April 25th – the Board wanted to continue to monitor the situation and look at later dates in the spring. Janvin had the idea of possible cancelling the Spring event and planning for a longer day event in the fall instead. This may be a better idea as securing proper dumpsters has to be done well in advance.

Litter Free Fremont Event on May 9th can be decided later to wait to see how long our current crisis lasts. This also applies to the Memorial Day Parade on May 24th as this event requires a lot of prior planning and if the social distancing guidelines are still in place it is highly unlikely this event will occur.

VIII. WORKS IN PROGRESS

We are working on transitioning Town services to a virtual workplace. Anyone with requests are urged to look at the website for the most up to date information. We are posting things as quickly as we can put them together. Anyone with questions is encouraged to send an email to hcarlson@fremont.nh.gov and we will get information to you as quickly as possible.

At 8:00 pm Janvrin moved to adjourn the meeting which was seconded by Barham with unanimous approval 3-0.

The next regular Board meeting will be held at 6:30 pm on Thursday, March 26, 2020 at the Fremont Town Hall in the basement meeting room.

Respectfully submitted,

Jeanne Nygren
Selectmen's Administrative Assistant