

Approved 05/14/2020

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 and Roger Barham; and Town Administrator Heidi Carlson. All rose for the Pledge of Allegiance. Tonight's meeting is live broadcast by Bill Millios from FCTV.

II. ANNOUNCEMENTS

1. All Town services have transitioned to a virtual setup. Please review the most up to date information on the home page of the Town website. Please remember social distancing! Please call or email us to get the services you need. Cordes remarked this has been working out very well.
2. The last day to change party affiliation is June 2, 2020 before the September Primary. The Supervisors hope to be able to meet in person that evening to accept registrations. The Town Clerk can accept registrations by appointment only.
3. Sections of Shirkin Road, Leavitt Road and Rogers Road will be closed on Monday May 11, 2020 for the engineering test boring work. Watch for traffic control and workers in the area all day. Some one lane restrictions will be in place throughout the day.
4. Beginning Monday May 11, 2020 Chester Road will be closed to all but local traffic from Whittier Drive. Traffic will be closed at Jennifer Drive in Chester on Monday for the Whittier/Chester intersection culvert work. Barham added that some portions of the work may be delayed due to issues with Dig Safe.
5. The soccer field at Memorial Fields (563 Main Street) is not available for use for any purpose at this time due to recent over seeding and maintenance. Please refrain from using this area for the several couple of weeks so our new grass will germinate and assist with the needed field improvements.

III. LIAISON REPORTS

The Conservation Commission held a meeting on May 4, 2020 with only a few members present. They reviewed and discussed the issue with the work on Tavern Road and drafted a letter to send to nearby residents outlining the regulations on doing any work on wetlands. They are also working on the Natural Resource Inventory (NRI) project. At this time, Carlson remarked the Shirkin Road wetlands violation had ceased, but she continues to work on a Wetlands Bureau complaint to DES regarding this matter.

Barham gave a brief recap of the Planning Board meeting of May 6, 2020:

1. Master Plan Sub Committee meet at 3:00 pm yesterday by video conference to review and discuss the recently submitted Master Plan survey goal results.
2. At 7:00 pm they also had a video conference meeting where they did primarily administrative items around minutes and the Subcommittee review. Their next meeting is in two weeks.

Emergency Management Update

- 2,740 persons with COVID-19 in New Hampshire as of 6 May 2020
- 307 persons hospitalized
- 1,110 persons recovered from COVID-19 in New Hampshire as of 6 May 2020
- 111 deaths attributed to COVID-19 in New Hampshire
- Governor announced First responder stipends
- Media focus - Spread of COVID-19 throughout Long Term Care Facilities in NH

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IV. APPROVAL OF MINUTES

A motion to approve the minutes of the April 30, 2020 meeting as written was made by Janvrin and seconded by Barham. The vote was unanimous 3-0.

V. SCHEDULED AGENDA ITEMS - times scheduled to change based on the flow of the meeting

VI. OLD BUSINESS

1. Paving at Black Rocks Village - At last week's meeting the Board asked to be refreshed on what point they were at the end of last year. Their prime focus being on the deceleration lane coming in from Route 107 and what needs to be done to make this right, along with estimated cost. Carlson found that the last thing in October last year the bond is \$11,400 (held from Lewis Builders). If the Town does the work has to go out to bid and the cost figure was roughly \$16,000. In the email from Bob Ducharme was a request that Dan Tatem be consulted and hired by the BRV Homeowner's Association. They want to engage him to assist with furthering their mission to get things repaired, and feel it would be more cost-effective since he is already familiar with the project. Selectmen had no problem with this happening as long as it was not a conflict and did not cost the Town any money. Barham had concerns that Stantec may not want to take this on where they are working for the Town. As we have the records, they can request copies that we can provide for administrative fees.

Janvrin moved that the Board has no objection to the Black Rocks Village Homeowners Association engaging Stantec's Dan Tatem to follow up on their engineering concerns. Barham seconded. The vote was approved 3-0.

Cordes asked Carlson to find out what the State wants to have done for the final approval by DOT of the decel lane, and who they will authorize for paving contractors. Carlson also stated that the cost for this has not been budgeted.

2. Guardrail at the Sandown Road Bridge Overflow was fixed on Monday, and on Tuesday the Highway Department did the loam and seeding to stabilize the new work. It was relocated slightly so a similar issue does not arise in the future.

3. Carlson provided an update to the Board on the continued wishes of the FAA for more field work as well as an update from the Town's landscaping contractor. In a phone conversation this week to Carlson, Cowan did not recommend the hydroseeding that FAA wanted to do at this time. He also has adjusted the sprinkler system and has been tracking the PH levels to see if further seeding is necessary. The fields are closed for the new grass to germinate. The ground needs to warm substantially for this to happen. They also should not be mowed right now.

Jamie Thompson volunteered to mow some of the other fields this week, which was helpful and much appreciated. Carlson updated the Board that the new hire process was completed and Ralph Paoletta started today, with some orientation time with Jon Benson.

4. Tavern Road wetlands violation update - The Conservation Commission has written a letter to all the residents of Tavern Road to make them aware of concerns regarding water diversion, culvert pipe left near the roadway, and the process for gaining permission to work in a Town Right-of-way.

VII. NEW BUSINESS

1. Consent Agenda Items were reviewed and discussed.

Approved 05/14/2020

- a. Use of Town Credit Card for renewal printing of the FFRD IDs (every two years). Cost is \$356.00 detailed in PO 2020-007 to Easy ID
- b. PO 2020-008 \$2,950 to replace two existing laptops with updated models that are set up for remote/electronic meetings and could also be used as stand-alone desktops
- c. Outgoing correspondence to Jeff Woodman re: issues at 35 Rowe Drive (dumpster in Row, building permit matters)

A motion was made by Barham to approve all three items, with the Chair to sign the Purchase Orders on behalf of the Board, and all three Board members to sign the correspondence letter. Janvrin seconded and the vote was unanimously approved 3-0.

2. Review the folder of incoming correspondence: Information from DRA outlining the options on cash flow options for Towns due to lack of revenue; information provided from the Municipal Association on the CARES Act Funding; a notice from Governor Sununu on first responder stipends; Supervisors of Checklist Zoom meeting scheduled for May 12 at 4:00 pm; and further session on June 2; information provided by the Building Inspector on outdoor restaurants ability to open; notice that the quarterly check from Comcast for FCTV franchise fees has been received; State website notice estimates what funds may be available from the CARES Act; invoice from Hillside \$1,557.00 on the ballfield work, including extra fertilization and aero-vating and overseeding; memo from DRA reporting on their monitoring of the 2018 cyclical update process; DHHS updates on Covid-19; copy of the Conservation Commission's letter on wetland disturbances on Tavern Road.

3. First Responder Stipends / costs and associated tracking: it was announced on Monday that Governor Sununu has set aside funding for Fire, Police, and EMS First Responder stipends from May 4 to June 30, 2020. Carlson obtained information from Chief Twiss and Deputy Chief Nichols regarding current active rosters for both departments. Nichols shared a form created to track/document the status of members, and this will be used for both for ease of reporting and tracking.

Carlson circulated a preliminary roster on the State form, but she is waiting for the NHMA Guidance document as there are many unanswered questions about how to treat the money in terms of taxes, NHRS contribution status, etc. This stipend is not considered earnable compensation for NHRS, but they have not yet indicated any guidance on full versus part time, as the Governor's guidance considers over 30 hours as full time, and Fremont uses 40, and the NHRS grandfathered retirees are capped at 32 (this has been relaxed during the pandemic).

The stipends are subject to Federal income taxes, FICA and Medicare and there is a lot of discussion on how towns are going to handle the administrative part of dispensation. Police Department and Fire Rescue Departments have provided their list of members with their category status. There is a significant amount of recordkeeping, administrative work and concern about cashflow, making it preferable to make a one time payroll (much of it has to be manual given the status of the payments) nearer to the end of the defined period. On a quick analysis roughly the cost to Town is \$1,900 which may not include some other costs. There is some speculation that this portion may be eligible for reimbursement to the Town from other sources as well.

If done as a payroll item and doing one lump payment is easier for the recordkeeping and audit trail. Janvrin concern is defining full time and part time status different than Town policy or within NHRS guidelines, and if that sets a precedent. This being a new financial process ongoing information is coming in on the process for towns. Carlson will track and submit to get reimbursement payment to the Town.

VIII. WORKS IN PROGRESS

Approved 05/14/2020

1. Supervisors of the Checklist will hold a Zoom meeting on Tuesday May 12, 2020 at 4:00 pm. Instructions and information are posted with the calendar notice on the website.
2. The Fremont School Board meets (electronically) at the Town Hall on Monday evening at 5:45 pm. Live broadcast will be on FCTV Channel 13.
3. Access AV will be in the basement meeting room on Tuesday and Wednesday next week doing the upgrade and replacement work in the meeting room and control room.
4. The Planning Board Master Plan Subcommittee will meet virtually via the Town Hall Basement Meeting Room on Wednesday May 13 at 6:30 pm.
5. Carlson noted an email she received just prior to meeting time tonight from Kenneth Adams, who is proposing an Eagle Scout project ramp/stair from the concession stand to the soccer field at Memorial Park, to make it wheelchair accessible. He sent sketches for review. Selectmen would like to set 6:00 pm next week to meet with him at the fields to review his project. We will also need to get the Building Inspector involved.
6. Barham said FPD Investigator Peter Morelli was enrolled in a Firearms Instructor Course this week and successfully completed the Master Rifle course at Sig Sauer today, which makes him certified for another three years.

At 7:17 pm Janvrin moved to enter non-public session pursuant to NH RSA 91-A:3 II (c) and (e) to discuss a personnel and a legal matter. Cordes seconded and the roll call vote was unanimously approved 3-0. Cordes-yes; Janvrin-yes; Barham-yes.

Respectfully submitted,

Jeanne Nygren
Selectmen's Administrative Assistant

Selectmen began their non-public session at approximately 7:20 pm.

At 7:40 pm a 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 provided the Board with some employee updates including FMLA leave upcoming, and the Board reviewed the Ferwerda decision which was released this week.

The next regular Board meeting will be held on Thursday May 14, 2020. The Board will begin on site at 6:00 pm at Memorial Park, 563 Main Street. The Board will reconvene at the Town Hall at approximately 6:30 pm.

With no further business to come before the Board, a motion was made by Janvrin to adjourn the meeting at 7:44 pm. Barham seconded and the vote was approved 3-0.

Respectfully submitted,

Heidi Carlson, Town Administrator