

**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 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 are available virtually, and we are increasing the items done by appointment. Please review the most up to date information on the home page of the Town website. Please continue to remember social distancing! Please call or email us to get the services you need.

2. NH DRA officials were in the field in Fremont Tuesday and will return for one or two more days of field work to finish up field inspections for the 2019 assessment monitoring. Postcards were mailed to property owners a few months ago. They expect the visits will be complete by June 30<sup>th</sup>.

Local assessors are also in the field doing some review of sales. They will knock on doors and leave a letter for owners. They will be wearing masks and lime green safety vests, and in marked cars. There are no interior inspections being performed due to Covid precautions.

## **III. LIAISON REPORTS**

Janvrin reported that at the June 15, 2020 FCTV meeting was held in person. At this meeting they met with perspective member Jose Rivera Hernandez who expressed his interest and he was introduced. He has a background in computers and thought he could be an asset to the Committee. The Committee recommended he be appointed as the 5<sup>th</sup> Committee Member.

All the recent equipment that was purchased to update the control room has been installed and has greatly enhanced the ability to shoot meetings. There was discussion about meetings being held via remote, or live with social distancing, and how much better the live meetings come across the broadcast.

There was discussion concerning the possibility of replacing the pull-down screen with a large wall mounted flat screen television. This would be connected to the computer used to project the images and the control room thereby enhancing the ability to broadcast the images without having to use a camera to record them. It would also retain the ability of the people attending the meeting to view the exhibits. The funding will come out from the FCTV, but they need to seek pricing. They will be looking down the line to replace other equipment. Carlson prepared an appointment form for Mr. Hernandez who is coming in later tonight.

Barham provided an overview of the Planning Board meeting from Wednesday June 17, 2020. The following topics were discussed:

1. New Business:
  - a. Map 1 Lot 82 Scribner Road:
    - i. The Board discussed a conditional use permit application for an open space development.
    - ii. The applicant presented a conventional yield plan.
    - iii. Although the application was complete the Board did not have a quorum and the Public Hearing was continued until July 1.
  - b. Map 3 Lot 119 Fremont House of Pizza:

- i. The Board discussed a minor Site Plan Amendment to develop a permanent outside seating area.
  - ii. The application was approved with minor conditions
- 2. Administration:
  - a. Master Plan Updates:
    - i. The Board made a final review of the Vision Chapter and deemed it ready to proceed to Public Hearing.
  - b. Circuit Rider Contract:
    - i. The Board approved and signed the contract and forwarded it to the Board of Selectmen for final signature.

The next meeting is scheduled for Wednesday July 1, 2020.

**Fremont EMD update:** Mark DeVeber reports that the key takeaways from this week include the end of the Stay at Home order and moving to a "Safer at Home" condition. This week provided guidance for a number of businesses to reopen. Of interest to Fremont is guidance for Libraries, Gymnasiums, and Outdoor attractions. The updated guidance is promulgated on the new State website found at <https://www.covidguidance.nh.gov>

Press briefings are now hosted by the Governor on Tuesdays and Thursdays.

Status throughout the State of NH: 5,364 active cases of COVID19; 4,067 persons recovered from COVID19; and 326 deaths attributed to COVID19.

Earlier today Carlson received an email from Librarian Eric Abney to update the Board on the Library operations. He reported the curbside pickup re-started this week along with the free books table and cart. Both did better than expected. There have been no other changes and opening will be discussed at next week's Library Trustees meeting. He will update the Selectmen after the Trustee meeting.

**From the Attorney General's Office –**

New website <https://www.covidguidance.nh.gov/timeline> has a timeline that tells you when industries will open and what guidance applies to them. As of June 15th, all industry specific guidance was updated. It is important to note that although Emergency Order 52 terminated the limitation on scheduled gathering sizes, if the industry-specific guidance for businesses contain mandatory limitations on group sizes, then businesses must still adhere to those group-size limitations. Emergency Order 51 terminated Emergency Orders 4 and 24 and will permit evictions for non-payment of rent to resume after July 1, 2020. The notice of eviction time set forth in RSA 540:3 period has been extended to 30 days, instead of 7.

**Topics from EMD conference calls this week. Questions from surrounding towns that are of interest to Fremont:**

**Loudon EOC –** We have a proposed plan for a town meeting but there has been push back. We are planning on using the elementary school's gym. However, there is a large percentage of the population that does not want to wear masks.

Answer - We are still working on guidance at the Attorney General's Office in conjunction with the Secretary of State's Office. NHMA urges you to wait to host the meeting and see what the joint guidance will say. You can set rules for conduct.

**Windham –** Do we have to have a quorum at meetings?

Answer - Towns can still utilize online meetings still if they so wish.

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**Lee** – Can we require attendees and members at Select board meetings to wear masks? Is there guidance for people who have health issues/asthma and whether they need to wear a mask?

Answer - Yes, you can set the rules for the building. You can require masks and provide them at the door. You can charge for the masks at cost. You cannot get reimbursed for the masks by the state. Consult NHMA or your legal counsel if you believe someone may have a disability that would make it difficult for them to wear a mask.

**Newport** – Someone in town wants to host a graduation party at a town park. What would our liability be if someone got COVID on town property?

Answer - Local policy would encourage a facility use agreement. The group could need proof of insurance if you want. Follow public health and CDC guidelines. You probably cannot escape liability as the landowner.

**Tuftonboro** – Should towns look for alternate ways for those who cannot/will not wear a mask to participate in meetings or hearings?

Answer - You cannot discriminate against someone with a disability that would prevent them from wearing a mask. Generally speaking, we encourage all municipalities to continue to provide virtual services.

**Litchfield** – Is there guidance on municipal playgrounds?

Answer - It remains a local policy decision. Some closed in March and have not reopened. Others have partially or fully reopened. You can post signs about the difficulty of cleaning playgrounds. It should qualify for recreational use immunity, if someone were to contract COVID.

**From NHMA**, highlights from yesterday's Governor-Mayors call:

- Main Street Relief fund payment allocations have been finalized.
- Governor discussed his Executive Order creating the Commission on Law Enforcement Accountability, Community, and Transparency; giving them 45 to come back with real recommendations.
- COVID-19 numbers continue to go down for the most part; they were at historic lows yesterday and only 60 patients in NH hospitals actually have COVID-19. Numbers spiking in other states.
- Guidelines for schools reopening will hopefully be out just after July 4.
- Senate and House have been meeting. The Senate is driving the process with many large "omnibus" bills, many of which he will actually sign and many of which he will veto.
- Final protocol/process needs to be issued for distribution of \$50 million for "last mile" for broadband.
- Emergency orders that NHMA asked for are in the works and are supposed to be out in the next day or two.
- Governor has had multiple conversation with SOS to no avail about elections issues, such as the ability to expand or decrease the number of polling places.
- A question was asked about whether PPE will be made available to schools free of charge. It was not clear whether it would be free, and schools are being encouraged to purchase through the state.
- A question was asked about reopening playgrounds. The Governor said whether to reopen town and city playgrounds is up to the town or city.

FAA updated they are moving on to the Governor's 3.0 guidelines to increase what is allowable. They questioned the Board's status on reopening the park. Everything is already posted "at your own risk" in terms of field use as the Town cannot do regular sanitizing. We don't have the staff to decontaminate all

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the equipment, nor is it practical. The fields are being used recreationally now and no abuse thus far has been noted. Maintenance staff mentioned kids are out playing. Cordes was under the understanding that the soccer fields were not to be used but while riding by one day he noticed kids on these fields. Carlson will contact Jamie Thompson for monitoring the soccer fields.

#### IV. APPROVAL OF MINUTES

A motion was made by Janvrin to approve the minutes of the June 11, 2020 as amended and this was seconded by Cordes. The vote was unanimous 2-0, Barham abstained as he was not present.

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

At 6:45 pm Jose Rivera-Hernandez appeared before the Board as he is interested in becoming a member of the FCTV Committee for a one-year term to end in March 2021 (this is the balance of the term vacated by Bruce White in 2019). He is a former Marine who served for 8 ½ years and has resided in Fremont for 6 years with his family. He has an extensive experience in computers.

A motion to recommend and appoint Jose Hernandez as an FCTV member until March 2021 was made by Janvrin and seconded by Barham. The vote was unanimous 3-0. Carlson proceeded to swear Mr. Hernandez in. He was thanked by the Board for his interest in the Committee.

At 7:02 pm Leon Holmes Jr, Road Agent met with the Board. Stantec and GMI invoices were reviewed by the Board with Holmes.

Holmes reviewed the costs to date for Chester Road. GMI's invoice is \$111,400 for completion (less retainage). If there is overage (after bills are tallied), Holmes wants to use funds to pay from the drainage line due to new culverts and catch basins needed to improve the overall project. Barham asked if contingency figures were in the Warrant Article, and they were. There was some additional engineering also due to the changes and improvements/additions to the drainage work. Holmes did not want to pave over culverts that were likely to fail before the end of the pavement life. The retainage will be included in the 2021 budget. Holmes plans to budget for the final overlay in the 2021 Highway Department budget.

Discussion then turned to the Hooke Road and Ann Lane projects. With the overages in engineering for Chester and Shirkin Roads, he doesn't have enough money for engineering estimates of \$11,654.03 for the other two projects. He wants to use extra within line 4312050 (winter equipment hire). The Board thought this would be OK, again only if we do not have a difficult winter. The Board cautioned about re-allocating the funds, and that it means we need to be reserved moving forward.

Holmes will speak with GMI tomorrow, and is planning to schedule Hooke Road first. He only has a small amount of in-house work prior to paving. He has underdrain to do, shoulder work, and tree pruning.

Holmes proceeded to review his future wish list that included painting additional stop bars. The Board asked that he hold off on any non-budgeted projects for the time being.

There was discussion about the overall Shirkin Road engineering progress. Of the project cost for 2020 (Quote NTE \$17,180) \$3,973.25 was been spent in May and a current invoice is pending of \$8,691.35. This leaves a potential balance needed of \$4,515.40 from the 2020 budget. Holmes expressed his concern on the overage due to Chester Road and Shirkin Road. There was discussion that this engineering study was the only way to productively move forward on a plan for the trucking and road deterioration issues on the North side.

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Carlson added that Dan Tatem reports that they are nearing completion of the draft Shirkin Road report for review by the Board.

Holmes was thanked for his time and left the meeting at approximately 7:25 pm.

## VI. OLD BUSINESS

1. Carlson said the FAA is working on their plans to expand at the ballfields after a successful opening with the Governor's 2.0 Guide. We are now at Version 3.0 with more children now allowed (10 person limits have been lifted); and as of July 6<sup>th</sup>, competition is allowed. The FAA is planning to do some games (8 within the truncated season) within their league. Barham is in line with Governor's Guidance. Cordes asked to have an update prior to their next meeting.

In the meeting with Thompson today, he asked Carlson about the park being reopened, which has not happened yet. Everything is posted for use "at your own risk" anyway, and the Town cannot do regular sanitizing of this area. We do not have the staff to decontaminate all the equipment, nor is it really feasible. The fields are being used recreationally now and not abusing the privilege. Cordes did mention that he saw a group on the soccer field, which is posted for NON USE due to the seeding. He asked that this be passed on to Jamie Thompson and FAA for monitoring the soccer fields. There was some discussion about putting a plan together for budgeting and seeding/fertilizing next year.

2. Electricity RFP information - Cordes mentioned having seen the current pricing from Our Town Energy Alliance (for September 2020 to August 2021).

Carlson had contacted two brokers for pricing. Barham was concerned on the need to eliminate USource on getting quotes and if you go to open bid you can't use U-Source. Carlson has already notified them.

## VII. NEW BUSINESS

### 1. Consent Agenda Items

- a. Stantec invoice # 1667974 for engineering work to date on the Shirkin Road study in the amount of \$8,691.35
- b. FCTV Revolving Fund Manifest 2020-12 in the amount of \$99.75 payable to Comcast to cover five months of coverage for the static IP address for the FCTV Control Room connection
- c. Accounts Payable Manifest in the amount of \$6,737.30 to cover the liability payment to the IRS for taxes, FICA and Medicare paid on the First Responder Stipends for next week
- d. Rockingham Planning Commission Circuit Rider Contract for the ensuing year July 1, 2020 to June 30, 2021

A motion to approve the Consent Agenda items as read was made by Barham and seconded by Janvrin with unanimous approval 3-0. Barham moved to amend the RPC Circuit Rider Contract item to have the Chairman sign on behalf of the Board, which was seconded by Janvrin with unanimous approval.

2. For planning purposes, Carlson is asked if the Board is planning to meet on July 2<sup>nd</sup> due to the holiday or change to another night. Seeing there is no payroll or accounts payable that week, the Board decided to leave the meeting posted in case of an urgent matter, but is not planning to hold a meeting that week.

3. Selectmen reviewed the folder of incoming correspondence which included: Eagle Scout project update on the ramp and funding sources (including checking with FAA and the Town Parks and Recreation budget as he has an estimated \$2,710 left to fully fund the project estimate); FCTV meeting

minutes; Xfinity changing channel line ups; summary information from Governor's call; South Road resident declining to meet the Board as earlier requested tonight; email regarding Patterson paving and hauling Shirkin Road; and the invoices from Stantec related to Chester Road and Shirkin Road.

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

Appointments and walk-up service to the exterior doors is increasing at the Town Hall. Additional equipment has been ordered in plans for reopening. Soft initial reopening may entail still "walk-up" and appointment service to cut down on the time we have to spend cleaning.

Deliberative Session minutes were completed by the Clerk and submitted to DRA as required.

### **IX. NON-PUBLIC SESSION NH RSA 91-A**

At 7:42 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 vote was unanimously approved 3-0; Cordes-yes; Janvrin-yes; Barham-yes.

Respectfully submitted,

Jeanne Nygren  
Selectmen's Administrative Assistant

The Board began their non-public session at approximately 7:45 pm.

At 8:09 pm motion was made by Janvrin to return to public session. Barham seconded and the roll vote was unanimously approved 3-0; Cordes-yes; Janvrin-yes; Barham-yes.

Selectmen discussed the Eagle Scout ramp project and asked Carlson to look at what money may be available in the Parks & Rec budget. There was also some discussion about whether there had been an overall plan put together for the seeding and fertilizing (annualized) for the park and fields. Jamie Thompson and Carlson had been talking about this earlier today and Carlson will gather copies of historical information. It is believed the landscaper is not recommending anything further at this time.

The next regular Board meeting will be held on Thursday June 25, 2020 at 6:30 pm.

With no further business to legally come before the Board, a motion was made by Janvrin to adjourn the meeting at 8:15 pm. Barham seconded and the vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson  
Town Administrator