

Approved 07/16/2020

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

II. ANNOUNCEMENTS

1. All Town services are available virtually, and many things can also be 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. Call or email us to get the services you need.

2. The southern 2/3 of NH is now under moderate drought conditions, so residents should use care with all non-essential water use.

3. A big thank you to the Fremont Garden Club for all their work on community gardens throughout Fremont. They have done a beautiful job keeping the gardens healthy this summer!

Scott Marsh from Municipal Resources Inc. met with the Board at 6:35 pm. He introduced himself and indicated that MRI was contracted to do the five-year revaluation process. They are now completing (with finishing information) the preliminary values. He explained the process for the revaluation and indicated that they are looking at sales over the last two years, with evaluation of current markets and adjusted properties and listing information as necessary. The ratio was 75% last year. He explained some on the acronyms he uses that shows equity of properties overall. The statistics show the information to be good with the updates.

The numbers at the end of the day look pretty good, and Marsh wants to be able to send out the preliminary value letters next week to residents. The letter will advise property owners of their new valuation and provide an opportunity for them to schedule a hearing (by phone or in person) for any questions or discussions about the values. There was discussion of how the meetings would be conducted in person, and he stated they are following all of the CDC guidelines for distancing, masks, and cleaning between appointments. They are also offering phone hearings if anyone does not want to meet in person. Carlson had planned to speak with Eric Abney about use of the Library for the hearings as that is where they have been conducted the last several years. She will do this tomorrow and plan to meet with Marsh to work out some additional logistics.

Carlson discussed making the Vision web-hosted database live and updated for residents to look at information, and Marsh said that Vision has been very accommodating in this regard, making that happen in a day or two. Carlson asked for the final data for the letter as soon as it is ready, so it can be posted and the office will know the timeframe. Additional information is also being added to the town website on the home-page update article.

With little further discussion, a motion was made by Janvrin to authorize Marsh to send out the letters to Fremont property owners for their preliminary valuation for April 1, 2020. Barham seconded and the vote was unanimous 3-0.

III. LIAISON REPORTS

Barham reported that the Planning Board met Wednesday July 1st at 7:00 pm in the Basement Meeting Room and virtually. The following topics were discussed:

1. Continued Business:

- a. Public Hearing 001-082 Scribner Road
 - i. The Board continued to hear the Haus Emily LLC application for a Conditional Use Permit to approve a Yield Plan for an Open Space Development.
 - ii. Zoning Board Application:
 - iii. The Board took jurisdiction and approved the Yield Plan.
 - b. Master Plan Updates:
 - i. The Board reviewed the Growth Chapter.
2. New Business:
- a. The Board was briefed on the Peoples United Methodist Church proposal to construct a gravel parking lot on the rear of the Historical Society Museum parcel. There was a consensus that this would require Site Plan Review.

The next meeting is scheduled for Wednesday July 15, 2020.

Janvrin asked if the Town is exempt from site plan review. Carlson provided some information from Town Counsel and a pertinent statute reference for the Board to review.

EMD Report as of July 2:

State EOC - Significant Events / Priority Issues

- Effective Monday, July 6th the State Emergency Operations Center (SEOC) will be operational from 0800-1600 Monday-Friday. Governor Chris Sununu issued Emergency Order #57 and #58 as part of the State's efforts to respond to COVID-19.

Emergency Order #57: Temporary emergency wage enhancement for certain employees of the New Hampshire Department of Natural and Cultural Resources, Division of Parks and Recreation

Emergency Order #58: An order terminating Emergency Order #3

From the Governor's Press Conference last week:

- Emergency Order 4 (No Evictions and Foreclosures) and 24 (Clarification of EO 4) will be sun-setting on July 1st
 - authorized \$35M of CARES Act funding to assist families and individuals with housing insecurities. Call 211 or visit <https://www.capnh.org/> to learn how to apply.
- Emergency Order 3 (No Utility Disconnections) will be sun-setting later in July – Those that face the inability to pay their utility bills should also call 211 or visit <https://www.capnh.org/> to learn how to apply.
- More than 10.3 million cases of COVID19 globally; more than 2.6 million cases of COVID19 within the US
- NH has tested close to 120,000 people
 - overall numbers continue to show a good trend
 - 2-3% of total PCR tests have been positive (stable for the past couple of weeks)
- Closing out three long-term care facility outbreaks
- 8.8 mil new grants given to 134 healthcare facilities from relief fund
- State budget is looking at a \$500 million deficit (around 20% of \$2.5 billion)

IV. APPROVAL OF MINUTES

After review, a motion to approve the minutes of the June 25, 2020 meeting as written was made by Barham and seconded by Janvrin with unanimous approval 3-0.

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

At 7:30 pm NHSA representatives Evelyn Ferrell and Roger Wright came to meet with the Selectmen to present their Grass drag preliminary proposal for reduced operations due to Covid, so the Town could begin considering the event's feasibility. Public Safety Chiefs Jon Twiss and Joe Nichols, and EMD Mark DeVeber were also present.

Cordes opened by saying that a lot of fairs have cancelled already for this summer and fall. Wright said the Association has been working on a plan that follows CDC monitoring guidelines as well as the State's Guidance documents. He states that this event is the sole fund raiser for the NH Snowmobile Association which is used a lot for trail maintenance and a venue show for competitors. They have several ideas which he will present tonight that include their plans and policies procedure. They are capping attendance to accommodate social distancing to 13,000 to 16,000 a day. In the past their admission has had as many as 26,000 in a single day. Tickets will only be sold online to avoid cash and at purchase time the COVID-19 risk will be outlined and terms they must agree to and sign documents and bring that documentation/ticket to the event. Options if these guidelines are not followed will be to ask them to leave. There was discussion about how this responsibility would be handled, since it is not a lawful police matter.

Barham remarked that a lot of other venues are cancelling, and he has a large concern of so many people which will make this event a big breeding pot for COVID. There are many situations our Police and Fire/EMS Department deal with that put them in close contact with attendees, and thus at risk. Carlson asked who is enforcing those that do not social distance. Wright said they will put monitors in place for these situations. Janvrin has had experience with ticket selling in advance that people also come with cash funds in hand which may not work. He also indicated that he knows cash attendees will not likely be turned away.

Wright said they plan to have each section monitored for the number of people in attendance. Janvrin asked about the camping area and how that would be monitored. Wright said right now for out of state attendees, they would have to attest that they have self-quarantined for 14 days. He said they have not made a final decision on camping yet. Barham said with this being a daily event and out of state people who likely won't quarantine, they may need consider that participants need to show a negative COVID 19 test within the 2-day prior timeframe. This is also only as good as the day the sample was taken.

Wright recapped their preliminary plan is to limit the amount of people, keep public out of competition areas, monitor each section and number of people present; and camping is yet to be decided. They said they are continuing to work on it and wanted preliminary thoughts from the Board. Also, any tents will have 10 feet separating each one for social distancing. Camping will only be allowed in certain areas and possibly only for the competitors.

DeVeber said they have worked for many years at this event and he would like more details on the camping, increased hand sanitization keeping clean, and also asked who are they working with from the State. He noted that our PD/FRD/EMS are the only ones that maintain the Town population for health issues, and they cannot afford to have these Departments and our limited members put in jeopardy health wise for this event. Nichols was concerned on signage and how are you limiting the people in certain locations to keep six feet apart. Wright said all traffic is only one way and they have a plan to accommodate food vendor lines, which can also get long and busy. Nichols feels it is hard to enforce from his experience. Twiss thinks he may have a good preliminary plan but water crossing and water racing they are usually shoulder to shoulder which to Twiss said is extremely difficult to maintain safety for social distancing. With COVID 19 it would be difficult for his Department to get through crowds.

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Cordes asked what their deadline is for planning purposes. Wright said that within the next month they would be making decisions and start significant financial outlay. He said they are here with the Town tonight to get the Town's impression and thoughts about the event. After he formalizes their plan, he will submit to the Governor's Office for approval, but the Town is the first step in the approval process.

Cordes proceeded to ask the consensus in the room tonight of the Department Heads present and what would be their advice? Barham stated that COVID19 is long from over, and an event like this might make it worse. His thought is this is a bad idea and to look forward to returning in 2021. Janvrin said you can go by guidelines but with bleachers they will sit together, and he also feels wait until 2021. DeVeber commented that knowing where responsibilities are realistically, they can go through the process, and if not an overly a large amount to be spent, that there are valuable lessons to be learned in the next 30 days of the planning process. Twiss added concern about crowd control and how difficult that is, from his prior experiences at the event. Nichols feels without all the proper controls they may not be able to keep the event in hand and manageable.

Cordes thanked everyone and he also shares a lot of concerns and from community standpoint and personnel, and how hard it is to control social distancing. It is easy to think on paper but without personnel and enforcement, it may be too difficult. He further remarked that there isn't a lot of encouragement here tonight, but Wright has more time on making his own decision. Cordes appreciates their thoughtfulness but there is not a lot of encouragement here and it is viewed as significant and potentially quite hard to manage. It has been a pleasure working with their association but 2020 does not look like a good year. They were thanked by the Board and left the meeting at approximately 8:15 pm.

At 8:22 pm Selectmen met briefly with Deputy Chief Nichols and Chief Twiss to discuss current status of the 2020 operating budget. Departments were advised that budget plans for this year need to be executed, including making planned purchases as soon as possible. All invoicing need to be done before December 1, and whenever possible, prior to budget season beginning next month.

Cordes commented that the budgets are on track so far. He asked Chief Twiss about the underexpenditure to date of Call out Wages and the Chief said we are just now coming into vacation time which is where this line is primarily spent. Uniform and safety equipment lines are largely spent and Twiss stated that everyone is up to date with these items. Equipment repair/replace was overspent in March due to purchase of COVID equipment, anticipated to be reimbursed. The ACO budget is underspent and Chief Twiss said there have been less calls for service and there was no rabies clinic.

Deputy Chief Nichols was asked on his budget to get some data together for the next 6 months on their spending trends and a plan and try to reduce some spending if possible. He will coordinate this information with other deputies on their planning and what has been done. He was thanked for all his work while the Chief is out.

Deputy Nichols left the meeting at approximately 8:30 pm. Janvrin moved to enter non-public session to discuss a personnel matter with Chief Twiss pursuant to NH RSA 91-A: 3 II (c). Barham seconded and the roll-call vote was unanimously approved 3-0; Cordes – yes; Barham – yes; Janvrin – yes.

At 9:00 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; Barham – yes; Janvrin – yes.

Chief Twiss left the meeting at this time.

VI. OLD BUSINESS

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1. In follow-up to the Ballfields ramp Eagle Scout project, it is noted that Nancy Murray received notification yesterday that the AARP grant she submitted was approved! This could provide up to \$4,000 in funding for the ramp that Eagle Scout Candidate Kenneth Adams is working on. Funds may be placed into the Parks and Recreation budget to expend money to purchase as building progress goes on. All the efforts put in by Nancy Murray are appreciated and all are thanked for their work on this worthwhile project. Coordination with the FAA and the Selectmen's Office is still ongoing. Carlson stated that the Town could run the project through the General Fund with the understanding, as with many grants, that the costs would be reimbursed, with the Board's approval for acceptance and expenditure of a grant (NH RSA 31:95-b).

2. There was follow-up on the budget report from two weeks ago and discussion about progress in the 2021 budget schedule. The Board is looking to begin budget review work in early August. There were several areas of revenue and expense reviewed, for clarifications. The Board also asked Carlson to chase down information on State revenue and if that would still be available to towns at the planned levels, given the State budget changes.

Relative to expenses, 4191 Planning Zoning wages are down, due to personnel having a death in family this spring. Budget line 4194470 shows HW electric spike increase in some months needing to be monitored. Meetinghouse maintenance includes grass cutting. There was discussion about Cemetery unspent wages on projects and encumbrances from last year, and the Trustees have a meeting next week to look at their planning. Building Inspection wages were high this spring to training. Selectmen will be meeting with Highway and Library again soon regarding expenses to finish up this year.

3. Electric RFP – review current information/bidding data and decide if this is the time to lock in a price for the next 3 or 4 contract years. Carlson sent update to the Board on pricing which is up a little from the bid closing last week. Utility and power generation cost are low at this time and thinking to consider locking in at a low rate while low.

The School Board voted to go along with the Town's decision for a supplier and contract terms. Carlson needs to make the decision tomorrow and the numbers change constantly. The Board feels that as long as the price is close to what they are looking at tonight (\$0.07430) she will choose that price. A motion was made by Janvrin to authorize Carlson to make the decision to contract for a 4-year plan tomorrow unless a 5-year plan price goes down. Barham seconded and the vote was unanimous 3-0.

4. Carlson presented an amendment to the contract with GMI to include work on Hooke Road for \$96,962.60, which has been reviewed by the Road Agent and recommended for Board signature. Motion was made by Janvrin to approve the contract amendment with GMI and authorize the Chairman to sign on behalf of the Board. Barham seconded and the vote was unanimous 3-0. The Road Agent will sign the updated WAF authorization with Stantec for additional engineering services to include the Hooke Road oversight.

5. A meeting has been set for 6:00 pm next Thursday at the Church / Historic Museum to review the gravel proposal for parking with stakeholders.

VII. NEW BUSINESS

1. Consent Agenda Items

- a. Payroll Manifest \$32,321.41 for current week dated 07/09/2020
- b. Accounts Payable Manifest \$34,493.94 for current week dated 07/09/2020

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- c. Thank you letter to Kevin Bolduc, Bolduc Tree Service for donation of truck and man hours to fix the flagpole at Village Cemetery
- d. Sign DRA documentation that the Town of Fremont will not be using Form PA-28 (Inventory of Taxable Property) in 2021
- e. Abatement of \$45.86 on the 2019 property tax lien for parcel 01-005 in coordination with a payment plan and pay-off of the principal of said lien year. Sign letter to property owners (Lourette) acknowledging payment of all liens. The most current payment went toward current property taxes.

A motion was made by Barham to approve all the above consent agenda items as written and read aloud. Janvrin seconded and the vote was unanimous 3-0.

2. Selectmen reviewed the folder of incoming correspondence. This included COVID assistance for people having trouble with rent through the CAP program (SNHS); inspection reports from Currier Lane construction; mosquito data collection starting; a letter from Matthew Thomas regarding the Historical Society's input to the parking area for the Church; Building Inspector report on June permits; Comcast pricing changes; DRA inspection report on the 2018 value process; PB comment sheet for the Site Plan Amendment for PPM Fremont Holdings; health alert on mosquito borne diseases in NH; resident emails regarding Beede Road traffic and Shirkin Rd traffic; WM recycling contract letter decrease; USource pricing information.

3. An appointment with Stantec has been set up next week to review draft report submitted.

4. Resident Suzanne Wicks has inquired about doing a community project for a bench to be placed at Pratt Memorial Park. Selectmen asked about what type of bench, and perhaps a sketch of the bench and areas to get some idea on the concept. Carlson will get more informational data on this project.

VIII. WORKS IN PROGRESS

1. The Fremont Public Library second quarter (June) water test passed and was absent bacteria.

2. Mosquito updates and reports/info is being posted to the website as information. The State has just begun annual mosquito testing.

3. Cemetery Trustees will meet at 3:00 pm on Tuesday July 14, 2020 in the basement meeting room at the Fremont Town Hall, 295 Main Street. Any public wishing to attend will be screened at sign-in with Covid health-related questions and a non-contact thermometer. Masks are encouraged as attendees move around the meeting space or cannot appropriately social distance.

4. The Secretary of State put out guidance this week regarding PPE for the upcoming two fall elections. They will be providing a good deal of protective equipment for use at the elections, which the Town must safeguard to carry to both elections (September 8 and November 3). Carlson met with the Supervisors of Checklist at their meeting on Tuesday to review this information. The Town Clerk has also been contacted to provide additional guidance on absentee voting and registration matters.

5. Travelers will be inspecting our pressure vessels next week. This includes three devices at the Complex. The inspections were delayed due to Covid, and the NH Department of Labor has sent out reminders that they are overdue.

6. NH DOT was notified today in response to a citizen concern, about shoulder washouts and some tires going off the road on the up and downside of Beede Hill.

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7. Currier Lane is constructed, and the Building Inspector is beginning reviews of the first couple of new home permits for the development. This is an age-restricted condominium development located off of South Road in the area of the Rockingham Recreation Trail. The Selectmen's Office is beginning to field a lot of questions about infrastructure and the project is being added to the assessing database and maps.

At 9:23 pm Janvrin moved to enter non-public session pursuant to NH RSA 91-A:3 II (e) to discuss 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

At 9:54 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.

The Board discussed review of a draft report from Stantec relative to the Shirkin Road area. They will further discuss it next week with Dan Tatem.

Selectmen discussed a request from Scott Dauteuil for a return of interest paid on a Land Use Change Tax bill. He stated that he had received the bill earlier than the closing and not been able to pay it until the closing, costing him additional interest. The figures were not listed in his letter and Carlson was asked to bring this back next week with additional information about the amount of the bill and the interest paid.

The next regular Board meeting will be a work session, to be held on Thursday July 16, 2020 and will begin at 6:00 pm on site at the Town's Historic Museum with interested parties to discuss the proposed parking lot graveling.

With no further business which may legally come before the Board, a motion was made by Janvrin to adjourn the meeting at 10:00 pm.

Respectfully submitted,

Heidi Carlson
Town Administrator