

**I. CALL TO ORDER** The meeting called to order at 6:00 pm at the intersection of Shirkin Road and Leavitt Road for a site meeting. Present were Selectmen Gene Cordes, Neal Janvrin, Roger Barham, Dan Tatem from Stantec Engineering, Leon Holmes, Jr. Road Agent; Town Administrator Heidi Carlson; and Attorney Mark Beliveau of Pierce Atwood, representing the heating oil companies on Shirkin Road.

Those present walked Shirkin Road from the intersection of Rogers Road toward the Epping Town Line, approximately 600 to 800 feet. Tatem referred to several stations and borings that were taken, to indicate what was located in the roadway at particular points. He mentioned that Mark Pitkin (when Road Agent) in 2012 did reconstruction on Rogers Road and that it had been widened in area. There are sections where there are longitudinal cracks (these could be from truck traffic). Tatem said that if we only reclaim again it will likely continue to lead to premature failure. He did not think that the road would see this level of deterioration if not for the extensive truck traffic. He stated that as built right now it is adequate for passenger cars but not for heavy trucks.

In the section of Shirkin Road from Rogers Road toward Beede Hill Road it was noted that the road had been raised and a new culvert added to help with the drainage issues. The cracks that run parallel with the road are due to loading. This section was a full-depth reclaim, with 18 inches of gravel and four inches of pavement. The intersection at the four-way stop is adequate as all vehicles must come to a stop.

In terms of repairs, Tatem said that gravel can be added in areas where you do not have to worry about blending in driveways and work around wetlands, because it doesn't matter how much the road is raised. When you do have to work around driveways and wetlands, it is not as easy to elevate the road.

It was felt by the Road Agent and Tatem that the intersection of Shirkin and Leavitt still needed to be realigned. This was planned for back at reconstruction time and the abutting landowner did not follow-through on the discussion. Overall the width of the road is generally 21 feet and to today's standard, the Road Agent believes it should be 24 feet. Tatem said that if we were planning for the future and truck traffic as the primary travelers, you would definitely make the roads 24 feet wide.

The Board briefly discussed with Tatem the deceleration lane at Black Rocks Village. He referenced the cash escrow that the Town has on file and thought that there was enough money to cover the improvements, which led to discussion about of money and how much had already been recommended for release. He indicated that NH DOT wants to get the work done correctly, and raising the catch basin is a big part of it. He indicated that NH DOT had offered a willingness to assist the Town in the process (Tatem mentioned tonight that they may provide some materials or the like).

Tatem said that some survey work may be necessary to determine water flow and where the ROW is located. It is unclear if the Town has enough funding now (given the added cost) if the Town must do the plan and oversee the work, which would have been done by Lewis Builders before they abandoned the job. The Board will also revisit the file and determine how much money is in escrow for the work.

The Board closed out the meeting on site to indicate that they would next approach the Town's legal counsel regarding Shirkin Road, and that no further discussion would take place at the Town Hall tonight in public on the matter. At that, Tatem and Beliveau departed the scene directly.

At approximately 6:54 pm following the site visit, Selectmen and Carlson returned to the basement meeting room at the Fremont Town Hall. All rose for the Pledge of Allegiance.

Approved 07/30/2020

## 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. Please 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. Please register to vote now if you plan to request an absentee ballot. We are anticipating record numbers of voters for the upcoming September 8 NH Primary and November 3 General Election. You must be registered to vote to request an absentee ballot. Contact the Town Clerk or the Supervisors for more information.

The next Supervisor Session is scheduled for 9:00 am on Tuesday July 28, 2020 at the Town Hall rear parking lot. Absentee Ballot Request forms can be found on the SUPERVISOR OF CHECKLIST page from the Town's website ([www.fremont.nh.gov](http://www.fremont.nh.gov)) for links to the NH Secretary of State page and all voter registration forms and updated information.

## III. LIAISON REPORTS

Janvrin offered the July 20, 2020 FCTV Committee Liaison Report: There was a discussion concerning the update to the control room, and the fact that the ability to insert titles during the broadcasts has been corrected and is working well. There was a discussion concerning the upcoming meeting cycle. Neal was asked to contact Town Administrator Carlson, and Town Moderator Rydeen to determine if any decisions have been made as to dates and set ups. (Deliberate Session, Public Budget Hearing, etc)

There was a discussion concerning training members to be able to shoot meeting both in the control room and remote locations. If the need arises to contact Sanborn High School once school is back in session to try to recruit more operators. We will be losing one of our operators due to attending college.

There was a discussion concerning giving the Coordinator the ability to have remote access to the computer in the control room. Jose has researched two companies. LogMeIn would give him access to two computers at a cost of \$349.99. Remote Desktop Manger allows for access to multiple computers at an annual fee of \$199.99. They both offer a free trial edition and Bill is going to try them before a decision is made.

There was a discussion concerning the installation of a big screen television and possibility a second smaller television in the meeting room. The discussion focused on the benefits of a hard wired or a Wi-Fi set up. It was decided that Greg and Todd would research the issues and report back to us at the next meeting.

There was a discussion concerning upgrading our plan with Vimeo. We now use the Pro plan which allows for 20 GB of storage per week and a total of one (1) TB per year. With the upgrade in the control room we are now broadcasting in high definition and reaching the limits on our present plan. If we exceed the limit, we will not be able to put all of the upcoming meetings on the Vimeo system. With the increase in future meetings this would be a problem (Budget meetings and Public Hearings, School and Town Deliberative Sessions). It was decided to upgrade to the Business plan. This allows for a total of five Tera Bytes of storage per year without a weekly limit. The cost increase is \$30.00 per month.

The next meeting is Monday August 17, 2020. Cordes asked the purpose of the big screen TV and Janvrin explained this would be a more direct contact to broadcast directly to FCTV. Powerpoint presentations would be able to project on the screen and be broadcasted. The smaller TV screen is only for visibility as to positioning of seating in the room.

The Highway Department continued work on Hooke Road this week. Paving is slated to begin Monday July 27, weather permitting.

The EMD reports a fairly quiet week. Most of the discussion this week centered on the upcoming elections and PPE distribution for the towns and cities throughout the state. There were some points being made about how to handle voters that do not want to, or cannot, wear masks when voting. The NH AG's office will identify methods for Towns to use to ensure that voting rights are preserved and safety measures against Covid-19 are maintained. Modifications on how to process absentee ballots is being discussed.

Questions have started to be raised (several towns) about schools opening in the fall.

#### **IV. APPROVAL OF MINUTES**

After review, a motion to approve the minutes of the July 16, 2020 meeting 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**

At 7:30 pm Librarian Eric Abney met with the Board to review updates in the Library budget. Cordes said the Board wanted to meet with the larger departments for this review of the 2020 spending plan and projects planned to keep getting things done and hold down spending if possible.

Abney got a bid from Bilodeau Brothers Construction that was \$3,000 less than a previous bid on the door replacement on the east side of the building. He has contracted with them and expects this work to be done by end of the summer. He is planning on painting with the residual money in this budget line. The septic system was recently done as well. Aside from the door project, the next item is to begin to look at windows. Moving to the future additional building painting needs to be done. Petra Paving has come out to do an estimate for sealing the driveway, to be included in the budget for next year. The AC has been serviced. Even though HVAC systems are all working well but we do need a plan for future improvements and upgrades. The HVAC systems are 20 years old and a plan for orderly replacement is much better than emergent repairs when they break. They are planning options on system design in the future and maintenance issues and possibly plan for next years budget. Barham said get figures and the research done to determine what is necessary.

Abney has been doing curb side delivery and special deliveries and has a table outside of free books for the public that can be browsed. The public continues to get Library services. Carlson said the annual PFOA test (begun last year) will be done again this year as well. This is tentatively scheduled for next week. Carlson also offered thanks to Abney and the Library for offering to host the revaluation hearings in the coming weeks. Abney was thanked and left the meeting at 7:41 pm.

#### **VI. OLD BUSINESS**

1. The Town has received the grant reimbursement of \$1,050 for the BPV Grant that Chief Twiss applied for earlier this year. The reimbursement was deposited to the Town's account in June and has been credited back to the PD Uniforms expense line where it was originally paid.

## **VII. NEW BUSINESS**

### **1. Consent Agenda Items**

- a. Payroll Manifest \$31,421.66 dated July 24, 2020.
- b. Accounts Payable Manifest \$680,046.18 dated July 24, 2020 (large payments were \$500,000.00 to Fremont School for first 2021 payment and Bond Payment on long term debts in this manifest)

A motion to approve the above consent agenda items was made by Barham and seconded by Janvrin with unanimous approval 3-0.

2. Selectmen reviewed the folder of incoming correspondence which included: email from the landscaper working on the ball fields irrigation system damage with updates as well as a suggested height to scale mowing back to, including not playing on the fields on hot days (in follow-up to questions from Derek Leslie on behalf of the FAA); FAA soccer starts on August 17<sup>th</sup>. Updates from our mosquito control vendor indicating that the NH DES Lab is so busy with the virus testing that mosquito testing is delayed. All mosquito tests thus far are negative; a Health Alert from the State indicating that the Jamestown Canyon Virus is in NH; 2 invoices from Stantec related to Chester Road and Shirkin Road; and a Keach Nordstrom report regarding progress at Currier Lane. A motion to approve the Stantec invoice on Shirkin Road engineering work for \$4,112.40 was made by Janvrin and seconded by Barham. The vote was unanimous 3-0.

3. Carlson discussed with the Board interest on property taxes, and some information from the NH Tax Collector's Association attorney. The Tax Collector has not yet entered a date in the tax program for interest collections to give owners some more opportunity to get taxes paid during the pandemic and hardship situations. The Board asked for clarification on interest rates and Carlson indicated that regular interest on overdue taxes is now down to 8% from 12; and interest on liens is now 14% down from 18 per changes to NH Statute voted over a year ago. The Board discussed that any amount of taxes not paid may end up needing to be borrowed by the Town to pay its and the District's obligations. Selectmen said they could continue the grace period to August 1<sup>st</sup> and they asked Carlson to bring back more information next week on what the amount of collections is to date.

4. Dan Tatem submitted to the Board an estimate of \$1,450.00 for the meeting this evening as well as working on estimates for the road reconstruction in the Shirkin Road area. A motion to approve tonight's site expenditure to Tatem was made by Barham and seconded by Janvrin. The vote was unanimous 3-0. This amount will be obtained and a WAF processed so that he can bill this amount.

## **VIII. WORKS IN PROGRESS**

- 1. The Budget Committee will meet at 7:00 pm on Wednesday July 29, 2020 at the Town Hall basement meeting room.
- 2. The Planning Board will meet with Bruce Mayberry in September. Any comments on the Impact Fee work to date should be forwarded to Leanne Miner by then.

At 7:50 pm Janvrin moved to enter non-public session pursuant to NH RSA 91-A:3 II (c) and (e) to discuss a legal and a personnel 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

The Board's nonpublic session came to order at approximately 7:55 pm.

At 8:15 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 provided a legal update to the Board on the Ferwerda case as well as a Worker's Compensation injury filing completed today.

The Board decided to set a time to meet next week with legal counsel to review matters currently before them, including the Black Rocks Village deceleration lane work, Shirkin Road considerations, and the Ferwerda case and current progress.

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

At 8:20 pm a motion was made by Janvrin to adjourn the meeting. Barham seconded and the vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson  
Town Administrator