

Approved 08/20/2020

**I. CALL TO ORDER** The meeting was called to order at 6:31 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 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. Please call or email us to get the services you need.
2. The southern 2/3 of NH is now under moderate drought conditions. The Emergency Management Director is urging all Town Residents to CONSERVE WATER. It is anticipated that these dry conditions will persist throughout the next few weeks in August, or until we receive more rainfall from tropical storms. NH DES is also urging residents to curb 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 Friday August 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. Contact the Town Clerk for more information.

4. **SAVE THE DATE:** Hazardous Waste Day is scheduled for Saturday September 19, 2020 at the Brentwood Highway Garage, 207 Middle Road in Brentwood from 9:00 am till noon. Residents need to bring an ID, and will stay in their cars while volunteers unload items.
5. The Town has tentatively set Saturday October 17<sup>th</sup> for Bulky Day. Volunteers are needed to confirm the plans, set times, and set up vendors. Please contact the Selectmen's Office and leave all of your contact information if you can help out.
6. The revaluation process is wrapping up, and residents should watch for any follow-up if they had a hearing. Once the Assessors have completed all of their work, we will post the new information on the website and online on the Vision site. We are now preparing for the fall tax rate setting.

## **III. LIAISON REPORTS**

The Cemetery Trustees met Tuesday August 11 at 3:00 pm. They voted to proceed with replacement of the shed roof at Village Cemetery. They also made arrangements to have the balance of work from last fall completed in the rear corner of the Leavitt Road Cemetery. The contractor plans to be there September/October timeframe and has been advised that work must be complete by November 1. Trustees are beginning to work on the South Road Cemetery land donation. A South Road resident has proposed donating about two acres for a cemetery, with the provision that they will reserve some lots for family burials there. Survey, subdivision and appraisal costs are being included in the 2021 budget (to be further reviewed this evening).

Significant work needs to be done at both Village and Leavitt Road cemetery walls and this has been suggested by Trustees as something the Selectmen need to assist with, including perhaps carrying it as a

Warrant Article. Selectmen feel this should be part of their operating budget and that the Trustees should continue to work on a plan for the repairs.

Update from Emergency Management Director 13 August 2020:  
Regarding COVID-19:

1. From the Attorney General's Office - Emergency Order #63 was issued yesterday, which requires face coverings for gatherings of 100 or more people including parades, concerts, rallies, religious gatherings etc. This does not apply to elections. It does apply to businesses addressed in Emergency Order #52. The State will work with communities about enforcement of the order.

2. Universal guidelines document was updated yesterday. They can be found at [www.COVIDGuidance.NH.gov](http://www.COVIDGuidance.NH.gov). Deliveries for the Secretary of State's PPE for election materials began yesterday.

The Emergency Management Director will be picking up the PPE material to be used for both September and November elections. Carlson will monitor placement, storage and distribution of these items for both elections.

6,887 persons with COVID in NH (all numbers as of August 12, 2020)  
6,162 Persons recovered from COVID in NH  
420 COVID deaths in NH

The EMD has also received emails from at least one resident regarding their well going dry (Riverside Drive) likely due to the drought and the Brentwood Dam being down.

Questions arising from other communities during calls this week:

1. Some schools are thinking of setting up outdoor tents. What guidance should they follow? The NH Fire Marshal's office has guidance about large tents for gatherings. School Officials should also work with their Local FD related to outdoor tents.

2. Is the EOP September 1 deadline for schools still in place? Yes

3. Will there be guidance for Law Enforcement in regard to elections? Will there be a conference call to address this? There will be a draft published soon for Law Enforcement in regard to elections. The State will be working to get a conference call together for Law Enforcement.

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

A motion to approve the minutes of the August 6, 2020 meeting as amended 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. There was some continued discussion about what the Planning Board may need from the Selectmen in terms of a review or potential recommendation on how the Fees are calculated moving forward. The Planning Board will meet with Bruce Mayberry in mid-September. Selectmen are asked to review the methodology and details of how the Fees will be calculated. Barham will confirm what the Planning

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Board needs from the Selectmen by speaking with Leanne Miner and discussing with the Planning Board next week.

2. The last of MRI's Revaluation hearings took place on Monday this week. Property inspections began on Tuesday with some additional scheduled for tomorrow. If any additional reviews are needed, they will be done by phone when the Assessor is in the office. The official abatement (appeal) period will begin after the issuance of second issue tax bills. If there are any other major issues, residents are urged to contact the Selectmen's Office as soon as possible.

3. Carlson asked the Board if they had made a decision on finalizing the draft report from Stantec on Shirkin Road. The Board felt that no changes were necessary and Stantec will be asked to forward a "FINAL" copy.

4. Barham provided an update on the Black Rocks Village project, indicating that he met last week with the Road Agent, GMI (Town's contracted paving company) and Dan Tatem from Stantec. They reviewed the deceleration lane issues, in particular drainage; as well as the extent of the bumps within the development's roadway. Tatem was going to find options to proceed and submit to DOT for approval along with pricing. Cordes pushed for assurance that it is moving ahead. Barham will get a quick answer, as Carlson also asked everyone to be sensitive to the funds available to get the necessary work completed from the posted Lewis Builders escrow.

## VII. NEW BUSINESS

### 1. Consent Agenda Items

- a. Road Agent request for approval of \$3,991 expense (crack sealing and paving repair budget line) to Petra Paving to fix a section of Tibbetts Road pavement. The work would be scheduled "before winter." A motion was made by Barham to approve the spending of \$3991.00 on Tibbetts Road and this was seconded by Janvrin. The vote was unanimous 3-0.
- b. AARP Grant MOU - Cordes reviewed the multitude of required documents necessary for this project and the in-depth details required by this grant. Carlson indicated that Nancy Murray is planning to handle all of the PR and several other required community elements of the grant, and Kenneth Adams has also been tasked with assisting in the project documentation. Janvrin moved to approve the AARP Grant MOU for the work at the ballfields ramp and authorize Carlson to sign on behalf of the Board. Barham seconded and the vote was unanimous 3-0.

2. Selectmen reviewed the folder of incoming correspondence as follows: An email from town resident complementing MRI on their professionalism in the hearings process; Beede Hill Road resident email on Patterson hauling on Shirkin Road; NH DOT letter anticipating \$115, 624.00 for Highway Block Grant funding for the Town's 2021 budget cycle; two letters from Lamprey Health Care saying they are discontinuing their transportation program and Rockingham Meals on wheels is taking this over and asking for payment options. Carlson was asked to have a conversation with the vendors to see how the program will continue, and when it transitions. Selectmen discussed splitting the LHC appropriation of \$4100.00 in half (Option 3) between the two vendors actually offering the service.

3. There was no outgoing correspondence for signature.

4. The second quarter franchise fee check from Comcast was received on Monday in the amount of \$9,093.29. This was deposited into the FCTV Revolving Fund. FCTV is still looking for operators if anyone is interested.

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5. Carlson advised the Board that residents Tyra and Nick Vargas have submitted a Current Use application as of August 5, 2020. This has been provided to the Assessor for review and recommendation. They were informed that the application will be considered for next year and then they made a request to have the application deadline waived and make it applicable for the current tax year. Carlson noted this type of application is due annually by April 1 (at the start of the tax year). The Board considered the request. Cordes questioned that this is just an application (it has not yet been approved). He did not want to start a precedence and that the review/approval process needs to take place first. A motion was made by Janvrin to deny the request for an extension to the April 1 deadline for the Rock n Pines CU application for Vargas. Barham seconded and the vote was unanimous 3-0.

6. Selectmen were provided copies to review of the Lamprey Health Care letters regarding discontinuance of the Senior Transportation Program and appropriation for the Town's FY 2020. Carlson with gather more information and bring this back next week.

7. Budget 2021 – work session

**4191 Land Use:** The Board received the Land Use budget with updates. Leanne Miner offered to come in and walk through the budget if necessary, and Barham also had some information that he shared with the Board. Finalization of the US Census population number for Fremont could change our eligibility on some projects. Cordes asked as with all Department, if some items budget for 2020 are not needed, they should not be spent elsewhere to aid in reduction of the overall tax rate. We are still trying to keep budgets as level as possible with only 2% increases in wages, and the Board is still considering this. The Circuit Rider contract price is up based on current estimates. This will be brought back next week.

In light of the budget discussions, Selectmen asked for Carlson to prepare a current tally of wages (for all non-police personnel) and compare it to a 2% increase to see how much money we are looking at for a 2% increase.

**4195 Cemetery:** The Cemetery budget represents a change for a 2% wage increase. Carlson discussed the primary focus for 2021 as being the creation of the South Road Cemetery from the donated land.

**4610 Conservation Commission:** The budget presented with a change in clerical position and office supplies. Master Plan work chapter changes are in this budget.

Cordes noted that the Parks & Recreation budget did not include the summer program as it was pulled at Deliberative Session. Similarly, he stated that since there will not be a Grass Drag event this fall, that the budget revenue for this should also be done such that it does not create an impact on the tax rate. There was lengthy discussion on how to plan the budget and revenue lines to reflect what is actually received and what is being shown as an offset so that no additional taxes are raised. Selectmen discussed freezing some lines to help offset the tax rate for items that will not be done/needed this year.

## VIII. WORKS IN PROGRESS

1. The Community Room door at the Library was replaced last week. This was a budget item and building maintenance goal for 2020.

2. We recovered costs above the Town's \$1,000 deductible for the repairs to the irrigation system at the ballfields following the lightning strike. The irrigation system is working. The FAA plans to begin their trial soccer on Monday.

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3. Air conditioning on the main floor of the Town Hall went out this week. Parts are several days out but are under warranty. The shipping was upgraded to try and get them here sooner than 7-10 days standard ground.
4. Carlson advised that we are pricing out picnic tables as well as replacement meeting room tables for the Safety Complex, that are sturdy and easier to decon. This is being done in coordination with the Police and Fire Departments. The Board also asked Carlson to purchase another pop-up tent for the rear of the Town Hall, and speak with the Library to see if they wanted one at the Library, as well as picnic tables.
5. Janvrin followed-up on a report from Deputy Nichols over the weekend with some photos and notes about maintenance of the well house. Carlson generally has this maintenance done by the Town Hall maintenance personnel. Carlson will have him look again at the problem with the door.
6. Barham offered further discussion on a cost for the road survey throughout Town to come up with a figure and perhaps put it on as a Warrant Article. It was thought that Dan Tatem had in another budget cycle provided a cost estimate, and everyone will look in their email history to see if we have sufficient data to come up with this figure.

The next regular Board meeting will be held on Thursday August 20, 2020 at 6:30 pm.

At 7:54 pm Janvrin moved to adjourn the meeting with no further business. Barham seconded. The vote was unanimous 3-0.

Respectfully submitted,

Jeanne Nygren  
Selectmen's Administrative Assistant