

Approved 10/15/2020

I. CALL TO ORDER The meeting was called to order at 6:33 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. All of NH is under a severe drought. Please limit all non-essential water use. The forest fire danger is extremely high, and no outdoor burning is currently allowed. The forecast does not show any significant rain, so we need to be very careful to protect our groundwater. You affect your neighbor's water so please be considerate.
3. The Fremont Public Library will be hosting the Third Annual Fremont Scarecrow Festival. Build a scarecrow at your Fremont residence or work. Email a picture of the completed scarecrow to fremontscarecrow@gmail.com along with your name and address. All pictures will be posted on the Library Facebook page. Fremont residents please PM the library or email the above address with your vote for the best scarecrow. Winners will be announced Nov. 8th on the Library Facebook page as well as the Fremont Community Page.
4. The Fremont Parks & Recreation Commission invites the community to participate in a VIRTUAL PUMPKIN DECORATING CONTEST to safely celebrate a socially distant Halloween! **The Commission will make an event on their Facebook page where photos of the decorated pumpkin submissions will be posted. People can vote/comment on the pictures and the photo with the most comments will win. You can only comment once on each photo.** **TO ENTER:** Email or fb message the following, to the Parks and Recreation Commission with your Name, Age and a Photo of your pumpkin. This contest starts, October 1, 2020, and all submissions are due by October 21, 2020. The winner will be announced on our fb page, on Halloween. For more information "like" the Fremont Parks & Recreation Facebook page or email FremontNHPRD@gmail.com.
5. Saturday October 17th from 8:00 am to 12 noon is fall Bulky Day.
6. **Press Release from Eversource:** Eversource arborists will be conducting aerial inspections of the Company's transmission line corridors in New Hampshire, looking for hazard trees and other vegetation which could interrupt service to the electric grid.
Dates and Flight Times: 10/08/2020 – 10/09/2020, 7:00am- 4:00pm, weather permitting
Fremont is included as one of the Towns in the flight path.
Aircraft Description: JBI Helicopter. Tail number - unavailable at this time.
Contact Information: Please direct questions or concerns to Eversource Energy's NH Projects Information Line: 1-888-926-5334.
7. Ann Lane work will tentatively begin next Wednesday and go through Friday of next week. During working hours, the road will be open to local traffic only

III. LIAISON REPORTS

On October 5, 2020, the Conservation Commission met. They are still gathering information to make a decision on the trapper application submitted.

On October 6, 2020, the School Board met and decided on an appointment for Brittany Thompson to fill the School Board vacancy through March 2021 elections. She was sworn in by Carlson today.

Barham attended the October 7, 2020 Planning Board meeting with three public hearings scheduled.

1. The application for a lot line adjustment between Map 02-147 and 02-147.001 on Copp Drive was approved.
2. At parcel 03-119, the Fremont Pizzeria at 431 Main Street received a Site Plan Amendment to include a storage building.
3. On parcel 03-037.001 at 25 Spaulding Road, Pine Bucket LLC submitted their application to construct and finish off the partially developed five sites for light manufacturing, but due to late plans being filed and comment sheets still pending this was continued for two weeks. Their next meeting is scheduled for October 21, 2020.

IV. APPROVAL OF MINUTES

After review, a motion to approve the October 1, 2020 meeting minutes as written was made by Janvrin and seconded by Barham. The vote was unanimously approved 3-0.

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

At 7:00 pm Deputy Chief Joe Nichols came to review FFRD budget final proposal for 2021. Cordes remarked on the great job being done by all, in light of the Chief's illness and the Covid-19 pandemic and thanked the department for their efforts. Nichols stated all trucks passed state inspections. Consolidated Communication had to come to repair the 911 Emergency Line (restring a new line, which was their line, so there should be no charge in the repair). The radio transmissions have been better since. Nichols mentioned a recent severe ATV accident and that they will be unable to sufficiently decon the Stokes basket. This will mandate purchase of a new one. They are pricing them now but anticipate nearly a \$2,000 expense.

With the ongoing conversations with Carlson the schedule for annual stipend (officers and coordinators) payouts figures were reworked that with 6 more payrolls he is okay with the figure. Nichols asked with the three new members do we still need to have additional funding due to training ability being paid at a higher rate. Cordes remarked this has been going very well and he has not heard of any complaints and the plan is good and being well-managed.

Barham move to recommend the 4220 Fire Rescue Department budget of \$308,751.00 which was seconded by Janvrin with unanimous approval 3-0.

At 7:15 pm Road Agent Leon Holmes Jr came to further discuss the Highway Department budget. Holmes got one price for a new sander which includes a cutting edge. He continues to get additional pricing, and is still looking to do this from the Capital Reserve Fund.

Since last week, the one ton truck has been on the highway and the diesel emission light has gone out. He has gone back for the inspection and the cost will be less due to some of the emissions items being cleaned out. He is putting tires on it as well.

Discussion then turned to a Warrant Article for Mast Tree Estates reconstruction work. Carlson went upstairs to print the estimates that had been received to circulate to all. The total for all three roads in the development is \$244,000 which is a large figure, and he feels maybe need to reconsider and only do some of the work. Barham feels all three roads should be presented to try to catch up on the linear footage that

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we should be doing each year on town roads. Holmes said that all the roads need to be totally reworked and the decision is on how much money the town wants to be spent. Janvrin feels we need to do the whole thing, and this is a chance, but to pick one is not easy as they are all in bad condition. One question arose on the compilation figure on linear footage on two roads and the dollar figure for completion which will be revisited next week.

Last week Holmes presented information on candidate Frank Chase who has applied for the posted part-time position. The majority of reference checks are complete and satisfactory. The NH DMV driving and NH SP criminal record checks are not back yet. With the completion of this data, a recommendation will be revisited next week. Holmes is anxious to have additional part-time help and Chase has previously worked many years for the Town as a contractor. Carlson scheduled Holmes for 7:45 pm next Wednesday with the Fremont Budget Committee. Holmes was thanked by the Board and left at 7:59 pm.

VI. OLD BUSINESS

1. Black Rocks Village deceleration lane update – GMI was tentatively scheduled and then NH DOT added requirements and planning has stopped. A letter went out to the State with a driveway application as per their request, and the Town notified the BRV Homeowners Association of the plans. Currently the Town Engineer is working with NH DOT to try and move the project forward. DOT wants a bond posted by the contractor with a full set of drawings.

Carlson advised that Dan Tatem is reviewing the as-built plans submitted by Lewis Builders pending release of the \$1,500 escrow held for that item.

2. Additional complaints regarding the Shirkin Road and Galloway operations, including letters from King and Grasso citing their concerns on hours of operation, will be further reviewed by the Planning Board at their next meeting. This is becoming a code enforcement matter.

3. Carlson has begun a list of items for consideration at end of year. This includes the radio lease payment. If this can be paid, it could be removed from the 2021 Police budget.

4. Carlson handed out the updated expense summary sheet with budget requests and recommendations to date.

5. Budget items discussed:

4313 Bridges \$1,500 – Carlson explained that this includes the annual inspection of the new Sandown Road Bridge Overflow deck, in order to protect the Town's warranty. With no discussion, motion was made by Barham and seconded by Janvrin to recommend \$1,500 for Bridges. The vote was unanimous 3-0.

4316 Street Lights \$7,000 – Carlson explained that this includes all of the municipal street lights and is up simply based on the contract rates. Motion was made by Barham to recommend \$7,000 for Street Lights. Janvrin seconded and the vote was unanimous 3-0.

4323 Solid Waste Collection \$315,510 – Carlson explained the calculations on the contract percentages and the current trending averages for both MSW and recycling tonnages. The amounts are up because there are more people home with Covid and various shut-downs. With little further discussion, Janvrin moved to recommend \$315,510 for Solid Waste Collection. Barham seconded and the vote was unanimous 3-0.

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4324 Solid Waste Disposal \$127,515 – Carlson explained the tipping fees and costs to run Bulky Day events, which are planned at normal levels for 2021. With little further discuss, a motion to recommend \$127,515 for Solid Waste Disposal was made by Barham and seconded by Janvrin. The vote was unanimous 3-0.

6. Water testing results from August sampling at the Library and Safety Complex show small amounts of PFOA compounds. The Library has some that are over the new State limits and Abney is looking into options for treatment, though the State's letter states no treatment is required. The Board suggested repeat testing.

7. Mike Malloy received pricing on the updated quotes for a shed at the Safety Complex. The Board discussed the difference in pricing on the style of shed and asked for more information. A draft memo to the Chiefs needs to be completed relative to cleanup of any junk items in the old shed. Carlson indicated she is getting a price to reroof the old shed.

VII. NEW BUSINESS

1. Consent Agenda Items

- a. Audit engagement letter for FY audits 2020, 2021 and 2022
- b. Supplemental Intent to Cut 20-167-02T for additional volumes cut on parcel 01-060 owned by Wilfred & Bruce West located on South Road
- c. State Election Warrant for 2020 November General Election to be held at Ellis School, 432 Main Street in Fremont, with polls open from 7:00 am to 8:00 pm

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

2. On the available potential voting grant and authorization to apply for any revenue/grant sourcing opportunities, Carlson reached out to the Town Clerk and Moderator to review any additional needs. Carlson also asked for the Board's authorization for the Town to apply for the grant. Janvrin moved to authorize Carlson to sign on behalf of the Board to apply for additional revenue for the elections. Barham seconded and the vote was unanimous 3-0.

3. The Board reviewed the folder of incoming correspondence includes: Evergreen Management letter replying on winter road maintenance for Black Rocks Village; resident letters on Galloway site and Shirkin Road; NH DOT feedback regarding the deceleration lane and that they are unable to help with the project and asking for plans; a letter on the septic design denial for Shirkin Road, Parcel 05-034; Lewis Builders as Built plans which are being reviewed; Library purchases for outdoor seating and a bike rack; Keach and Nordstrom inspection report on Currier Lane.

4. Plan reviews

Cooper's Corner SPR for Pine Bucket LLC for additional units in the previously approved built-out of the lots at 25 Spaulding Road. The units are indicated as light manufacturing.

Subdivision on Scribner Road 01-082 – conditional use permit was for 7 lots, and subdivision submission is for 8 lots. The Board needs to be involved in approval of a road name as well.

5. Request from Mark Higginbottom on behalf of the Scouts for permission to hang signs (poster board) to the left and right of the gate entrance at the Highway Shed on Bulky Day, and possibly stake signs to the right of the entrance, to advise the community that Troop 1 will be holding their annual "wreath sale" fundraiser this year. He is proposing that he and his son will post them late Friday afternoon (10/16) and

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take them down mid-afternoon on Saturday (10/17). The Board agreed to the signs on the fence to be viewed as the traffic exits and does not impede the traffic entering. Janvrin moved to grant permission to put sign up as discussed, at the exit to the site. Barham seconded the motion and the vote was unanimous 3-0.

6. Selectmen reviewed a request from Pam Paige to use parking lot space at the Town Hall for a few days around October 27th while her parking lot (292 Main Street) is repaved. The Board indicated that parking needs to be at the back of the parking lot to not interfere with Town business and meetings as that particular week there are three meetings scheduled. Janvrin moved to approve the resident usage for a three day period which was seconded by Barham. The vote was unanimous 3-0.

At 8:20 pm Building Inspector Larry Miner came to review budget function 4240. Year to date \$36,000 has been collected in permit fees. The total proposed budget request is \$38,597. The largest part of the cost is inspector wages. Other budget items include memberships, training, mileage, supplies and equipment. Computers and printers are fine, with a new computer installed last December.

With the activity going on he is able to work 30 hours and is keeping up with inspections. Wages are budgeted at 30 hours per week, and there was discussion about more hours needed for code enforcement. Carlson indicated that Bob Meade still assists as needed and the budget includes some ancillary hours for that. Training has been difficult and reduced, with Covid 19 occurring. Miner said he did not know of all the code enforcement matters that need attention. Miner feels his hours working will be fine in the winter months but may change next season. A motion to recommend the Building Inspector 4240 budget was made by Barham of \$38,897 which was seconded by Janvrin with unanimous approval 3-0.

Miner stayed for a pending session with the Board on his six month review.

VIII. WORKS IN PROGRESS

1. Work continues on the MS 1 preparation.
2. An engineering WAF was sent to Stantec on Tuesday for the annual inspection of the Sandown Road Bridge Overflow deck in accordance with the warranty.
3. The Fremont Planning Board will hold a public hearing on **Wednesday, November 4, 2020 at 7:00 pm** in the basement meeting room of the Fremont Town Hall to consider proposed adoption of an updated Basis of Assessment of Public School Impact Fee and Fee Schedule in accordance with Article 15, Section 1514. The Public-School Impact Fee shall be imposed on all new development, except for accessory dwelling units and residential units that are lawfully restricted to occupancy by senior citizens age fifty-five (55) or over. The fees shall be collected by the Town at or prior to issuance of a certificate of occupancy at the following rates per unit by type of structure (4 types):

<u>Structure Type</u>	<u>Fee</u>
Single Family Detached	\$3,434
Townhouse and Attached	\$1,953
Duplex and Multifamily	\$2,772
Manufactured Housing	\$2,236

You are invited to appear in person or by counsel practicing current safety guidance that is detailed on the Town's website. Alternatively, you may participate via electronic means according to instructions located in the meeting agenda that is also found on the Town's website. Written or phoned in comments will be accepted up until the date of the hearing. Applications may be viewed on the Board's website

<https://www.fremont.nh.gov/planning-board> or at the Fremont Town Hall by appointment. Contact Leanne Miner at landuse@fremont.nh.gov or 603-895-3200 x 306 on Tuesdays or Thursdays from 11:00 am to 4:00 pm with any questions.

4. The Conservation Commission will hold a special meeting on November 16 at 7:00 pm. It will be a meeting/workshop to discuss agricultural land conservation processes with a guest from SELT on Teams.

5. IMPORTANT SAVE THE DATES:

Petition Warrant Article Deadline	Tuesday	January 12, 2021	12:00 noon for Town WA 4:00 pm for School WA	Selectmen's Office Ellis School - SAU
Public Budget Hearing	Wednesday	January 13, 2021	7:00 pm	Ellis School Gym
Candidate Declaration	Wednesday through the following Friday	January 20 through January 29, 2021	During Town Clerk appointment hours	Fremont Town Hall
Deliberative Sessions – School to begin at 9:00 am followed by Town	Saturday	January 30, 2021	9:00 am	Ellis School Gym
Deliberative Sessions – SNOW date	Saturday	February 6, 2021	9:00 am	Ellis School Gym

At 8:41 pm Janvrin moved to enter non-public session pursuant to NH RSA 91-A:3 II (c) and (e) to discuss a personnel and 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 approximately 8:45 pm the Board began their non-public session.

At 9:30 pm a motion was made to return to public session by Janvrin. Barham seconded and the roll call vote was unanimously approved 3-0; Cordes-yes; Janvrin-yes; Barham-yes.

The non-public session included a six-month review with Building Inspector Larry Miner. There was lengthy discussion about hours and work schedule, coupled with discussion on several pending code enforcement matters that need attention.

Carlson discussed with the Board a new candidate for fill-in for maintenance duties in several departments. Background reference checks as well as DMV and Criminal records have all been satisfactory. Motion was made by Janvrin to offer employment to Thomas Paoletta for part-time maintenance at a rate of \$15.00 per hour. Barham seconded and the vote was unanimously approved 3-0.

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Board members further discussed the Mast Tree Estates estimate and either Carlson or Holmes will check in with Stantec on the footages and costs to ensure that it is the cul-de-sac areas that make the short roads much more costly than the longer road (Deer Run).

The next regular Board meeting will be held on Thursday October 15, 2020 at 6:30 pm.

With no further business to come before the Board, a motion was made to adjourn at 9:45 pm by Janvrin. Barham seconded and the vote was approved 3-0.

Respectfully submitted,

Heidi Carlson
Town Administrator