

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 being recorded for later broadcast on FCTV and Vimeo 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 still high, but some of the burning restrictions have been lifted. We still need to be very careful to protect our groundwater. You affect your neighbor's water so please be considerate. Get a permit for any outdoor burning from the Fremont Fire Department.
3. The Fremont Public Library's Third Annual Fremont Scarecrow Festival is still ongoing. The Parks & Recreation Pumpkin Decorating contest submission deadline was yesterday. Check the respective FB pages or the Town website for more details. Watch for winners to be announced.
4. Due to an ongoing technical issue, a number of upcoming meetings will not be broadcast live on FCTV (Channels 13 & 22). As soon as this issue is resolved we will return to live broadcasts. In the meantime, all meetings will continue to be recorded and made available for re-broadcast on Channels 13 & 22 as well as online viewing on the FCTV Vimeo channel. FCTV apologizes for any inconvenience this may cause.

Janvrin asked if any schedule is available for reopening, with the colder weather coming soon. The Board will need to revisit how the business will proceed in winter and any changes to be in place.

III. LIAISON REPORTS

10/19/2020 FCTV Committee: Members Greg Fraize, Bill Millios, Jose Hernandez, and Neal Janvrin were present; along with recording secretary Kathy Clement. The meeting was taped and rebroadcasted due to issues with the sound equipment. There was discussion and demonstration concerning the installation of the new television in the meeting room.

The Committee also discussed the background hum during the live broadcast of meetings. There was discussion concerning the purchase of a new lap top computer to be dedicated to the meeting room for use with the new television. It was voted to purchase one. The next meeting is Monday November 16, 2020.

FCTV Coordinator Bill Millios joined the meeting to report that Access AV has been at Town Hall to address issues with the humming issue which is a broadcasting problem with the transmission to Comcast. Recorded shows are okay to reproduce with no humming but can't go live until a replacement of the equipment which costs \$25,491 including installation. FCTV knew this would eventually occur and they have enough in the Cable Revolving Fund to replace it. Janvrin recommended Millios make this purchase from the Cable Revolving Fund. Barham seconded with unanimous decision 3-0.

We are trying to get a loaner from Access AV to use until our new one comes in. This will mean that all meetings will be taped for later broadcast and will be available right after the meeting on Vimeo, and a few hours after the end of each meeting, on the rebroadcast schedule.

The planned FAA meeting for October 20th was moved to a virtual platform due to illness. They have asked for their next meeting at the Town Hall to be held on November 17, 2020. The availability of the basement depends on the ZBA meeting for November.

10/21/2020 SRRDD 53B: Participants included Everett “Bud” Jordon, John Hubbard (N Hampton), Ken Christiansen (Brentwood), Dennis McCarthy (Rye), Neal Janvrin (Fremont), Pete LaChapelle (Waste Management), and Amy Thibodeau (Secretary SRRDD 53B).

There was discussion concerning the Independent Accountant’s Report. There was discussion concerning the Town of New Castle rejoining the District. A motion for conditional approval was passed as long as all conditions of the Bylaws was met, and a reentry fee was agreed upon with the 53-B District and Waste Management.

There was discussion concerning the need for a second household hazardous waste collection date and site if another town did join the district, they may need to schedule a two-day event.

10/21/2020 Planning Board: Barham reported review of one application continuation which involved the continued Public Hearing for Map 03-037.001 Pine Bucket LLC for the additional 5-units to be constructed at the Spaulding Road site. This was approved with minor conditions. Their next meeting is on November 4, 2020.

IV. APPROVAL OF MINUTES

After review, a motion to approve the minutes of the October 15, 2020 meeting as written was made by Barham and seconded by Janvrin. The vote was unanimous 3-0.

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

At 7:05 Rich Boyd a resident from 76 Shirkin Road met with the Board to discuss his problems with traffic and conditions on Shirkin Road. His main concern is on the trucking issue which causes his house to shake when trucks go by. He said a year has passed since he first presented his problem to the Board. He has cracked sheetrock but is also concerned on the safety hazards of the truck traffic. He noted LPG and questioned it being a hazard. He pleaded with the Board to address this issue taking place in a residential neighborhood. He asked for his road to be fixed to alleviate his house from shaking. The road may need a lot of work versus a band aid fix this year. He is asking for no thru trucking signs to be placed, which legal procedures are being investigated for any future changes.

Cordes asked if the shaking existed prior, and Boyd answered as the road deteriorated the shaking gets worse. Boyd thanked the Road Agent who has been there doing some patch fixes, but he states it does not solve his issue. Cordes recognizes the problem Boyd has and will find out short term but the long-term fixes are necessary for budgeting preparing next year. The traffic is not only truck traffic but traffic from the soccer fields and Boyd suggested placing barriers to restrict the road to one way. When conversation began to be repetitive, the Selectmen said they would do another site visit to the area and let Boyd know when that would take place.

VI. OLD BUSINESS

1. Black Rocks Village deceleration lane update – Stantec has done a minor field survey and will put together the sketches Jim Hewitt is asking for on behalf of NH DOT. Hewitt has also said that the surety bond held by the Town on GMI work is acceptable. GMI is on standby to schedule the work as soon as we get the green light from NH DOT.

Approved 10/29/2020

2. Selectmen have reviewed the Health Trust Renewal paperwork and find it acceptable. A motion to accept the 2021 renewal was made by Barham, with the Chairman to sign on behalf of the board. The vote was seconded by Janvrin and voted 3-0. Chairman Cordes also advised other members that he had received an email indicating he (as the Chair) needed to enter the Health Trust portal to confirm that Heidi Carlson is still the Town of Fremont Benefit Administrator. Other Board members understood and consented to this action.

3. The Town has received authorization for \$5,000 in grant funding from the voting grant application completed by Carlson and the Town Clerk last week. This will be used to fund the excess postage for absentee ballots, as well as some signage and polling safety equipment. This is being worked on by Carlson with input from the Town Clerk.

Carlson also said the grant would cover hazard pay for election workers. To assist the Board in this decision, Carlson estimated of number of hour usage at approximately 205 hours for poll workers for the day and the Board suggested an additional \$5.00 per hour. They will revisit this again next week.

4. Budgets

4520 Parks & Recreation – Carlson presented a budget very similar to 2020 for Board review. One of the Parks members has reported back on it, and some suggestions from the FAA have also been incorporated. There is no plan for a summer program. Carlson said a call is in to the electrician who bid on the field work.

The FAA (Jamie Thompson) is working on additional pricing for a rototiller attachment for the tractor to be purchased from the 2020 budget. The Board further discussed adding funds to the budget to cover a handicap porta-toilet cost for the playing season. The cost for a HC unit is \$150 per month and the Board decided to add \$1,200 to facilities and grounds to cover eight months. The recommendation for a total budget on 4520 Parks and Recreation 2021 budget of \$33,972 was made by Barham and seconded by Janvrin. The vote was unanimous 3-0.

4194 Government Buildings – Carlson presented the budget with some minor adjustments to remove the roof completed in 2020 and update for current contract costs in fuel and electricity. The Board added some to the telephone line as it is already overspent this year; as well as Safety Complex supplies are over now. With these two adjustments in the Board's recommendation was \$103,682. Motion was made by Barham to recommend \$103,682 for General Government Buildings. Janvrin seconded and the vote was unanimous 3-0.

4152 Reappraisal of Property – Carlson presented the budget, which is the same as the current year. MRI has submitted a contract renewal for the next cycle with no increase in cost for 2021, and a CPI increase in years following. The cyclical evaluation process has been working well and keeps data fresh all the time, and flattens the cost out each year without a surge in the fifth revaluation year. The budget also covers the annual tax map updates, and website hosting and software maintenance for the assessing data, computer systems, and tax maps online. Cordes asked if the software that supports their system price would stay the same. Carlson indicated that no new pricing has been received at this point, and the budget is expected to be sufficient. If the pricing changes, it will be brought back. Janvrin moved to recommend \$44,080 for Reappraisal of Property (4152) which was seconded by Barham with unanimous approval 3-0.

Carlson printed out the revenue report for the Selectmen to review. It is as expected so far this year. The DRA numbers for use in setting the tax rate have also been updated.

5. The Board reviewed the Veteran postcard which will proceed to the printer and mailed to all Fremont veterans.

6. Further discussion was held on the MRI renewal contract. The Board discussed the pros of continuing to work with MRI and the Board noted being happy with the assessing work they do. A motion was made by Janvrin to approve the MRI 5-year contract renewal. Barham seconded and the vote was unanimous 3-0.

VII. NEW BUSINESS

1. Consent Agenda Items

- a. Supplemental Intent to Cut for parcel 01-061 owned by the O'Connell Revocable Trust and located on South Road
- b. MS-1 for 2020 for submission to NH DRA – Board voted this last week. The document is now printed for signature by all.
- c. Authorization for \$40.00 shipping charge on Town credit card for Fire Rescue Department's stokes basket order from The Fire Store
- d. PO 2020-019 in the amount of \$100 authorizing use of the Town Credit Card for purchase of on-hand emergency vouchers for food and gas (2 @ \$25 for gas and 2 @ \$25 for food)
- e. Pursuant to annual budget planning and DRA process, vote to request \$8,000 from the Property Reassessment Capital Reserve Fund to offset the annual assessing budget costs and sign letter to Trustees of Trust Funds with this request
- f. Poll Worker Pro Tem appointment for Heidi Carlson valid November 3, 2020 for the General Election

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

2. The Road Agent has declared a dead/dangerous tree at 85 North Road and has marked it. As North Road is scenic, Board concurrence and approval is necessary. Janvrin moved to authorize the Road Agent to remove this marked tree at 85 North Road. Barham seconded and the vote was unanimous 3-0.

3. Selectmen reviewed the folder of incoming correspondence. This includes: Dredge and Fill application by Galloway; letter to Trustee of the Trust Funds to release cemetery perpetual care funds to the Town; email from our mosquito control vendor with the end of year report; copy of the AG's letter and September Primary Polling location checklist (which has been forwarded to the Clerk and Moderator) detailing that the Town's setup and procedures were all satisfactorily meeting the guidelines; press release regarding Wreaths Across America and individuals commemorating the event independently; Southeast Land Trust follow up on the Brett property (05-071) easement; copy of the signed MS-434 Carlson uploaded last week to the DRA portal for the tax rate; DHHS Health Alert on vaccine availability; memo to file regarding Building Inspector's report on Shirkin Road activity (lack thereof) on his visits on several dates and times; and emails from residents on the Galloway permit.

4. The Board discussed whether a second totter was eligible for ADU approved dwellings. Carlson noted a call from a resident who just got their CO for an ADU on Senter Circle. Carlson said that the updated Impact Fee schedule specifically does not count an ADU as a second dwelling. Barham said the Planning Board considers these single family dwellings, and that they don't qualify for a second totter. The Board agreed with this determination.

Approved 10/29/2020

5. Carlson circulated copies of the updated Cemetery Ordinance as recommended for adoption by the Cemetery Trustees on October 20, 2020. This needs to be scheduled for a Public Hearing, perhaps in November.

6. Selectmen briefly discussed E911 use of the "Code Red" program and specifications. Carlson stated in a recent incident in town brought to light the fact that Fremont has not yet enrolled. The enrollment forms and program documents were forwarded to Board members and Chief Twiss this week. The database for emergency notification is drawn from the 911 database (landlines); but NH residents can also sign up at NHReady.gov and have their cell phone also listed.

The Town appoints an authorized person for activation and maintenance. Cordes said that he would like input from both police and fire chiefs regarding this system.

7. A motion to approve the November Newsletter was made by Janvrin and seconded by Barham with unanimous approval 3-0.

8. Moderator Michael Rydeen is working with Jamie Thompson as the new Assistant Moderator candidate. Rydeen will do the appointment per statute.

VIII. WORKS IN PROGRESS

1. The MS 1 was completed on Wednesday. Preliminary revenue review was completed today with our DRA Auditor. Once the Board signs the MS1, it will be uploaded to the portal tonight.

2. The residual flags from poles on Main Street were removed and stored on Monday.

3. The balance of the State paperwork was returned on Wednesday 10/21 for Frank Chase Jr relative to his candidacy for the part-time Highway position. He began working today (Thursday).

4. Evroks will have a worker at the Sandown Road Bridge Overflow tomorrow morning at 7:00 am to do the follow-up maintenance work (from the engineering inspection). This will not impede traffic.

5. Western Consultants, a contractor working with NH DES and the US EPA called looking for access to the Safety Complex site. Selectmen signed the EPA permission letter for this several months ago. The contractor is doing PFOA site assessment testing around the Ellis School and is planning to be out in the area doing other properties the week of the election. Carlson will contact Deputy Zukas to see if he can be available to show them around the building and outline Department operations there.

Janvrin brought forth the need he feels for school zone flashing light placed on the Beede Hill Road school entrance driveway when he witnessed some kids are walking to school trying to cross the street. With this being school property, the school would have to request this, and Carlson will let the school know of the Selectmen's discussion on this safety issue.

At 8:04 pm Janvrin moved to enter non-public session pursuant to NH RSA 91-A:3 II (c) and (e) to discuss legal and personnel matters. 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

Selectmen began their non-public session at approximately 8:07 pm after a bathroom break.

The Board discussed ongoing legal matters as well as a follow-up letter to the Building Inspector from the meeting a few weeks ago.

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; Janvrin-yes; Barham-yes.

Barham then moved to seal the minutes of Non-Public Session. Janvrin seconded and the roll call vote was unanimously approved 3-0: Cordes-yes; Janvrin-yes; Barham-yes.

The next regular Board meeting will be held on Thursday October 29, 2020 at 6:30 pm.

At 9:05 pm, with no further business to legally come before the Board, motion was made by Janvrin to recess the meeting to Sunday morning October 25, 2020 at 8:00 am at Shirkin Road and Rogers Road.

Respectfully submitted,

Heidi Carlson
Town Administrator

On Sunday morning October 25, 2020 at 8:00 am Selectmen Gene Cordes and Neal Janvrin met with Road Agent Leon Holmes Jr at Shirkin Road near Rogers Road. The purpose of the meeting was to review the Shirkin Road conditions starting at the intersection with Rogers Road and continuing to the intersection of Leavitt Road. Shortly after 8:00 am, nearby residents joined the meeting. Several of the residents raised concerns about the amount of vehicle traffic, the speed of the vehicles, incomplete / no stops at the stop signs, volume of heavy trucks at certain times of day, and noise from the trucks including the use of "jake brakes." The Selectmen and Road Agent heard the concerns and tried to stay focused on their purpose in being on site, to view the scope of work that was needed in that area and consider the potential cost.

Road Agent Holmes wants to consider the replacement of one lane of road (right hand lane as you face the Epping Town line) and repair the intersection. The lane being considered for replacement is sunk from heavy vehicle traffic, has numerous pot hole repairs and the hot top is again breaking up. Residents also complained that the other lane has an irregular surface with dips and high areas that cause trucks to bounce, be loud, and shake the ground. In general it is adversely affecting the quality of life of those that live nearby. After some discussion Selectmen reviewed with Holmes the potential areas in his operating budget where some funds could be identified for use to fund the repair. After some measuring on site, at 8:50 am a motion was made by Janvrin to recess the meeting and drive back to the Town Hall for further discussion. Cordes seconded the motion and was approved 2-0. Cordes then told the residents that they were leaving. He added that the action under consideration is the scope of the repair that could be funded this budget year and completed in the coming weeks. He assured them that they would hear more in the coming weeks.

At 9:05 am Selectmen Cordes and Janvrin and Road Agent Holmes resumed the recessed meeting in the parking lot of the Town Hall. The discussion focused on:

how soon the scope repair options and related costs could be determined
having one more review of the potential budget line items that could fund the work

Holmes stated that GMI and the engineer could help with tightening down the costs and he would go through his budget and discuss with the Town Administrator potential sources within the budget for funds to pay for the costs. Holmes was confident that GMI could do the work this season. He mentioned that they schedule their work for the following week every Wednesday. So potentially on October 28th they schedule the week beginning November 2nd.

Everyone felt that the project scope and cost options could be identified by Tuesday. It was also believed that the potential budgetary line items that could be used for the funding could be identified by Tuesday as well. At 9:20 am motion was made by Janvrin to recess the meeting again, this time until Tuesday, October 27, 2020 at 6:30 pm at the Fremont Town Hall. The intent is for final consideration of the repairs to Shirkin Road that could occur yet this season. The motion to recess was seconded by Cordes and approved 2-0.

At 6:40 pm on Tuesday October 27, 2020 Selectmen Janvrin, Barham and Cordes met in the Selectmen's office on the main floor of the Town Hall. (Repair work was underway on the audio visual equipment in the lower level meeting and control room so the meeting was moved to the Selectmen's Office.) Also present was Road Agent Leon Holmes Jr.

The purpose of the continued meeting was to further discuss the scope of the potential repairs to Shirkin Road between the intersections with Rogers Road and Leavitt Road. Since Sunday, Road Agent Holmes has worked with the GMI and Stantec Engineering regarding the scope of work needed and the potential cost. The GMI cost for reconstruction is anticipated to be as much as \$39,526. Use of flaggers could cost an additional \$1,500 and the Stantec Engineering costs are estimated to be \$4,200. Total costs being discussed were \$45,226. There was extensive discussion about the cost and identifying budget line items within the budget where funds could be accessed for the late season work that is being considered. Road Agent Holmes is anticipating having as much as having as much as \$23,000 left in the hot top / reconstruction line item and there are some funds anticipated to be available in the full time labor and winter equipment hire line items.

At 7:23 pm a motion was made by Barham and seconded by Janvrin to authorize up to \$45,000 for the reconstruction of Shirkin Road between the intersections of Roger and Leavitt Roads on the condition that the work will be completed this construction season. The motion was approved 3-0. Road Agent Holmes was asked to obtain a GMI proposal for final review and approval at the scheduled October 29th meeting.

At 7:25 pm there was a motion by Barham and seconded by Janvrin to enter into non-public session pursuant to NH RSA 91-A 3 II (c) and (e) for discussion of a legal matter and a personnel matter. The motion was approved 3-0 with a roll call vote: Cordes – yes; Janvrin – yes; Barham – yes.

At 7:59 pm there was a motion made by Barham and seconded by Janvrin to return to public session. It was approved 3-0.

A motion was then made by Barham to seal the minutes of the non-public session indefinitely. Janvrin seconded and the motion was approved 3-0 with a roll call vote: Cordes – yes; Janvrin – yes; Barham – yes.

Approved 10/29/2020

There was a brief discussion about the plow purchase that Holmes had mentioned in a prior Board of Selectmen's meeting and was obtaining pricing on. Earlier this evening Holmes mentioned that he followed up on obtaining pricing for the replacement of a plow he would like to replace. He mentioned that he now has two prices. The Board also heard for the first time that Holmes would like to replace a plow wing but he has not yet obtained the pricing. He was asked if he could consider the purchases together and if there was adequate plow inventory available. He said from what he could tell there were many plows in stock and he could consider the purchase together at one time. He was going to obtain additional pricing to bring it to the Board. As he exited the meeting he said he wanted to obtain the plow now because of the weather forecast for this Friday, 10/31.

There was brief discussion about Carlson's request for approval of invoices from S.A. McLean and Sons and Magnusson Heavy Equipment for material and labor to perform sander repairs and maintenance. They will take action on this when they vote on the consent agenda at the regular Board meeting scheduled for 10/29/2020.

At 8:05 pm, a motion was made by Barham and seconded by Janvrin to adjourn. Motion approved 3-0.

Notes for both recessed sessions taken by Gene Cordes.