

Approved 04/04/2024

**I. CALL TO ORDER:** The meeting was called to order at 6:30 pm at the Fremont Town Hall Basement Meeting Room. Present were Select Board members Gene Cordes, Roger Barham and Jon Benson; Town Administrator Heidi Carlson and Gordon Muench. All rose for the Pledge of Allegiance. The meeting is live broadcast by Bill Millios from FCTV and livestreamed on Vimeo.

## II. ANNOUNCEMENTS

1. An Open House for Neal Janvrin's retirement will be held on Friday April 5, 2024 at Ellis School Gym from 4:30 to 7 pm. A presentation will be made at 6:00 pm. The Public is welcome to drop in at any time.
2. The Rabies Clinic is scheduled for Saturday April 13 from 8:30 am to 1:00 pm at the Fremont Highway Shed. It is open to the public.
3. Earth Day Cleanup begins April 22 and continues through Bulky Day. Blue bags will be available shortly. Bags can go in your toter or be dropped off at Bulky Day on May 18<sup>th</sup> at the Highway Shed between 8 am and 12 noon.
4. Spring DRUG TAKEBACK will be held at the Fremont Safety Complex, 425 Main Street in Fremont on Saturday April 27 from 10:00 am to 2:00 pm. Drop off unused and unwanted medications for safe disposal.
5. The Town-wide Yard Sale will be held on Saturday May 4. Registration forms are available on the Town website. Registration deadline is Friday April 26 at 12 noon to the Select Board's Office.
6. Bulky Day will be held on Saturday May 18 from 8 am to 12 noon at the Highway Shed. More information will be posted shortly. Danville Road is planned to be one way during the hours of the event.
7. We currently have vacancies on several boards and committees and are looking for interested residents (and you must be a registered voter). This includes the FCTV Committee, Planning Board, Zoning Board of Adjustment and Parks & Recreation Commission. Reach out to the Board directly, or to Heidi Carlson for more information.
8. The homepage of the Town's website has been updated with several position openings to include the Finance & HR Coordinator, a full-time maintenance position and a part-time maintenance supervisor position.

## III. LIAISON REPORTS

**03/20/2024 Planning Board:** The Planning Board held its meeting at the Town Hall Basement Room at 7 pm. The following matters were discussed:

## NEW BUSINESS

1. Site Plan Review Application Parcel 02-060 (665 Main Street)
  - a. Applicant is proposing to operate a business, Kae Rae Photography. Proposed site improvements will include rebuilding the front half of the building.
  - b. The Board took jurisdiction of the application and approved waivers.
  - c. The Board approved the Conditional Use Permit and then approved the Site Plan Application with conditions.
2. Preliminary Meeting for a Major Site Plan Review Parcel 02-151.002.006 (Iron Horse Drive)

Approved 04/04/2024

- a. Applicant Ceiba Tree LLC is proposing to construct a 13,125 SF building with 15 parking spaces.
  - b. The Board discussed the proposal prior to the Site Plan Application scheduled for April 17, 2024.
3. Site Restoration Bond/Construction Monitoring Parcel 02-151.002.007 (Iron Horse Drive)
  - a. The Board reviewed the Town Engineer's proposed estimate.
4. RPC Presentation: Planning Board Basics
  - a. RPC Circuit Rider Madeleine DiIonno gave the Board a presentation on Planning Board Basics. This was helpful to the new members on the Board.

The meeting for April 3 has been cancelled, so the next meeting will be held on April 17, 2024 at 7:00 pm.

**Road Study update from Steve Keach:** With winter now (hopefully) behind us we are now able to complete the limited extent of the assessment portion of our work. Realistically, we anticipate completion of that portion of the assignment prior to April 19th. Subsequently, I need to spend a couple of half days with Leon "touring" the roadway network to provide him with an overall summary of our findings and draft recommendations. Throughout the assessment portion of our work, we have also developed a list of observations and questions that need to be discussed/reviewed with Leon. As you may recall, he and I had hoped to do this in the fall; however, given his health/personal issues at the time, it never happened. As far as project completion, I would anticipate being in a position to present an initial draft sometime in May.

Barham asked if a PCI Index would be provided for each of the Town's roads, and this was emailed to Steve Keach this evening. Barham explained the purpose of the study to Benson to update him on what the Town's work would look like. The report is anticipated to help the Town with capital and budget planning over the next 10 years to be more proactive than reactive.

**Fire Rescue Department** from EMS Captain O'Connor: The new rescue truck is back in service. The LP15 defibrillator has been received. Some setup is being organized (including the power connection) and it will be in service shortly on the new truck.

#### IV. APPROVAL OF MINUTES

Motion was made by Barham to approve the minutes of 21 March 2024 as written. Benson seconded and the vote was approved 3-0.

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

At 6:47 pm Conservation Commissioners Leanne Miner and Rich Cooper to discuss grant opportunities with NH Fish & Game. Cooper has been working with the same F&G contact for several years regarding the School District property and restricting access during the Blandings Turtle nesting timeframes. These turtles have been around for hundreds of thousands of years. Rockingham County has one of the largest Blandings Turtle populations in the country, and Fremont is a large part of that.

There is some grant money available from the State for turtle and snake preservation. There is an America the Beautiful Grant for infrastructure to protect turtles and wetlands crossing. They are proposing a group grant with towns including Fremont, and will prepare a proposal. It is noted the turtles tend to want to nest on the road or travel over it, and they don't use the culverts and can get crushed while using the roadway. They travel over land to nest, up to a mile. Cooper stated the location of particular interest (with high turtle traffic) is across the street from the Fremont Post Office on Beede Hill Road.

Approved 04/04/2024

The turtles cross from the north to the side where the PO is, and up into the land behind it as far as Spruce Swamp and the FSD property at the rear of Main Street.

They are looking at infrastructure wingwall fences to funnel the turtle traffic to try and divert them to a location that is safe to cross. The State is looking for cooperation from the Town to further the endeavor, and Miner thought that a voice of interest from the Board at this point would be satisfactory.

She noted the Town match is 10% and there are other agencies interested as well. It could also include labor and in-kind services in addition to money, so it is of minimal fiscal impact to the Town.

All three Board members voiced their support for the project. The minutes will be provided to Miner to pursue the opportunity, and the Board will also do a letter of support if needed.

There was discussion about doing some public education (FCTV bulletin board, various social media sites, Town Website and Newsletter, etc). Miner and Carlson will work on this.

Miner and Cooper were thanked for their time and left the meeting at 6:58 pm.

## VI. OLD BUSINESS

1. Barham moved to reappoint Gene Cordes as Chair of the Board. Benson seconded and the vote was approved 3-0.

2. There was some discussion about the Part-time Maintenance Supervisor position, as well as the full-time posting, and if there was a better allocation of the needs if the FT, PT status was reversed. The job descriptions and postings will be revamped and posted to see if it garners additional interest. Carlson mentioned that there are a couple of part-time workers who are looking for more hours, and this may be a more viable option. The Town is in need of some strong leadership to manage project work as well as look at scheduling of the part-time staff. The Board is also concerned about not having enough money to successfully recruit.

3. Martin Road Bridge – Carlson and Benson attended the pre-bid meeting on site Wednesday at 10 am. Four contractors and two members of the engineering staff were there as well, and abutter Lester Barthelemy joined the meeting as well. Stantec reviewed the project outline, timeline, and pertinent field conditions. A total of seven contractors have requested plans thus far.

Bids are due Friday April 12, 2024 at 10:00 am. A Board meeting is posted for this time for the Board to accept bids and open them publicly. Stantec will also be on hand for this, and the bids will simply be opened and read aloud. Stantec will then process them, check calculations, etc before coming back to the Board for follow-up.

4. The 2024 Town Meeting results (official ballot and certified voting results) have been uploaded to the NH DRA portal. The data entry has been completed and then the MS 232 was generated, which is a report of all appropriations voted. This report is listed on the Consent Agenda for signature by the Board and then needs to be uploaded after signature.

5. Carlson has reached out to KTM Exteriors about the spring work (encumbered) planned at the Safety Complex to replace three additional doors. The doors are not in yet, and they were advised of the flooring work occurring in the next two weeks. The PM will be in touch when they are ready to do the work.

Approved 04/04/2024

6. Michael Rydeen circulated some information to follow-up a session held on Tuesday night where the election staff discussed the poll pads after last week's demonstration from LHC. He submitted the quote for the books and some other information to ponder as we further consider this transition for future elections.

The Board was pleased that the group had further discussed the matter to look at the pros and cons. Cordes stated it would be helpful if the Moderator could see the units in operation.

## VII. NEW BUSINESS

1. Cordes read aloud the items on the Consent Agenda:

- a. Payroll \$43,007.70 and Accounts Payable \$859,355.03 manifests for the current week dated 03/29/2024
- b. Department Head timesheets for the pay period ended 03/23/2024
- c. FCTV Revolving Fund Manifest #2024-07 in the amount of \$2,745.08 to reimburse the Town's General Fund for March 2024 payroll costs
- d. Letter to Aaron Chinn acknowledging resignation
- e. Intent to Excavate for parcel 02-151.002 owned by Fremont Land LLC for the 2024-2025 tax year
- f. Veteran Credits reviewed and ready/eligible for approval:
 

<i>Regular Veterans Credit</i>	<i>\$750.00</i>	
Robert A & Roberta J Montone		Parcel 03-001.001.44B
Corey Weaver		Parcel 03-056.023
<i>All- Veterans Credit</i>	<i>\$750.00</i>	
Melissa Weaver		Parcel 03-056.023
- g. Sign 2024 NH DRA Form MS 232, Statement of Appropriations Actually Voted (from 2024 Town Meeting)
- h. Sign Heidi Carlson's wage letter for the 2024 budget cycle
- i. FCTV Revolving Fund Manifest #2024-08 in the amount of \$438.00 in payment of KeyCode Media invoice #115278 for a service call in January as requested by Bill Millios.
- j. Sign appointment form to reinstate Leanne Miner as an Alternate Zoning Board of Adjustment Member (she had previously resigned this term to fill the Alternate spot on the Planning Board). A fifth voting member is needed to support a pending application and Public Hearing at the April meeting. Until the Board fills the fifth full member vacancy (to fill the seat formerly held by Neal Janvrin), a full Board must be offered to any incoming applicant.

Barham moved to approve the Consent Agenda as read. Benson seconded and the vote was approved 3-0.

2. The Board reviewed the folder of incoming correspondence to include letter from NMVC regarding beginning of Fremont Mosquito Control surveillance; Len Nichols and Frank Chase have become certified flaggers; trucking complaint from Beede Hill Road.

3. Aaron Chinn has resigned his position as full-time maintenance worker. An ad is now posted. Some of the Town's other part-time staff are assisting in the interim period.

4. Carlson shared with the Board the FAA request to use fields as of April 8, 2024. There is concern with all the rain that they will not be dried out enough, and no one wants to see any damage from premature use. Cordes said that he would like to have a conversation with the FAA about the advertising signage that is posted on Town property, and appears to be managed by the FAA. The Board has not had recent complaints, but needs to understand the process and management of sign content as it is Town property. Carlson will ask FAA President Jonathan Collins to attend an upcoming meeting.

5. A budget summary report through March 29, 2024 was distributed for review. Any questions can be brought back next week for further discussion.

### **VIII. WORKS IN PROGRESS**

1. The Town's Mosquito Control program begins April 1, 2024 when crews from Northeast Vegetation and Mosquito Control will begin surveying for mosquito larvae. Sites include wetlands, marshes, drainage ditches, catch basins and floodwater areas. When found, crews will apply larvicides to control mosquito larvae. Larvicides permitted for use include:

Cocobear (Coconut & Mineral Oil)-EPA Reg. 8329-93  
EVA-2 (Mineral Oil)- EPA Reg 70589-1  
Vectolex FG (Bacillus sphericus)-EPA Reg. 73049-20  
Vectolex WSP (Bacillus sphericus)-EPA Reg 73049-20  
Vectobac G (Bacillus thuringiensis israelensis) EPA Reg 73049-10  
Altosid P35 (Methoprene)-EPA Reg. 89459-95  
Natular G (Spinosad)-EPA Reg. 8329-80

Treatment will depend on surveillance data, weather conditions and precipitation. Surveillance and treatment will continue through November 2024. All residents requesting no treatment on their property can do so in writing to Northeast Vegetation and Mosquito Control, 63 Epping Street, Raymond, NH 03077 or online at <https://www.northeastvmc.com.no-spray>. Residents requesting a survey of mosquito breeding on their property can do so by email at [fremont@northeastvmc.com](mailto:fremont@northeastvmc.com).

In the event of detection of Eastern Equine Encephalitis, West Nile Virus, or other arboviruses in mosquito populations, emergency adulticiding may be performed at schools, parks, and recreation areas. This will be determined by surveillance data, and in consultation with Town officials and NH DHHS. Notification will be given before these properties are treated.

Northeast Vegetation and Mosquito Control      63 Epping Street, Raymond, NH 03077  
Phone: 603 255 3782      Email: [fremont@northeastvmc.com](mailto:fremont@northeastvmc.com)      [www.northeastvmc.com](http://www.northeastvmc.com)

2. The Public is invited to attend a Select Board Public Hearing on April 11, 2024 at 7:30 pm at the Fremont Town Hall, 295 Main Street in Fremont NH, in the basement meeting room to discuss changes to the Town's Fee Schedule. The changes include:

Generators and Fair Ground Electrical Permits \$100.00  
Food Permits \$50.00  
Tent Permits \$50.00  
Change of Tenant Application Form \$40 plus \$65 per inspection as required (formerly called Fit Up Permit Fee)

Written comments can be submitted up until 12 noon the day of the hearing in person (Select Board Office, 295 Main Street, Fremont); by mail (PO Box 120, Fremont NH 03044-0120); or email to [hcarlson@fremont.nh.gov](mailto:hcarlson@fremont.nh.gov).      Posted: 22 March 2024      Published: 27 March 2024 Union Leader

### **IX. NON-PUBLIC SESSION NH RSA 91-A if needed**

The next regular Board meeting will be held at 6:30 pm on Thursday April 4, 2024. Benson will not be present that evening.

**Approved 04/04/2024**

With no further business to come before the Board, a motion was made by Benson and seconded by Barham to adjourn the meeting at 7:48 pm. The vote was approved 3-0.

Respectfully submitted,

Heidi Carlson  
Town Administrator