

Approved 05/02/2024

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. Earth Day Cleanup is underway and continues through Bulky Day. Blue bags are available at the Town Hall, Ellis School and Fremont Public Library. Bags can go in your toter or be dropped off at Bulky Day on May 18th at the Highway Shed between 8 am and 12 noon.
2. Spring DRUG TAKEBACK will be held at the Fremont Safety Complex, 425 Main Street in Fremont this Saturday April 27 from 10:00 am to 2:00 pm. Drop off unused and unwanted medications for safe disposal.
3. The Town-wide Yard Sale will be held on Saturday May 4. Registration forms are available on the Town website. Registration deadline is tomorrow by 12 noon at the Select Board's Office.
4. The Building Inspector's Office will be CLOSED for training on Wednesday May 8. Forms can be picked up or dropped off at the Select Board's Office all day.
5. Bulky Day will be held on Saturday May 18 from 8 am to 12 noon at the Highway Shed. More information is posted on the website and the mailer goes out tomorrow. Danville Road has been approved for ONE WAY traffic during the hours of the event, so you will travel in to the site from the Village Market end of Danville Road, and leave with a right turn only out of the Highway Shed.
6. 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.

III. LIAISON REPORTS

Budget Committee: A Budget Committee meeting has been scheduled for 7:00 pm on Wednesday May 8, 2024 in the basement meeting room at the Town Hall to reorganize and do quarterly review of budgets and revenues.

Open Space: A Hale and Hearty "Thank You" goes out to all the participants of this Spring's Fremont Open Space Group's work party day, held Sunday, April 21, 2024!

The group of 14 hard-working volunteers assembled at the Fremont Library parking lot with wheelbarrows, shovels, rakes, loppers, and various other tools to tackle a myriad of hiking trail improvements and maintenance tasks. Among the jobs accomplished were installation of a gate on the access road to the SAU 83 School District property off Jackie Bernier Drive, mulch and sand replacement for improvement of the Depot Trail surface, debris clean-up along the Marsh Trail, and removal of a large birch tree which was blocking access on the Ridge Trail.

In all, the crew worked diligently just over 3 hours in completing all the tasks planned for the work party, exceeding expectations of the organizers! We'd like to thank the following volunteers for their outstanding efforts! Rich Cooper, Eric Abney, Susan and Stan Almon, Ann Beliveau, Pat and Bruce deBeer, Sam and Betty Harris and grandson, Robert Hereford, Jack Karcz, Marylou Kohlhofer, Matthew

Thomas, and Jamie Thompson. Respectfully submitted by Rich Cooper and Sam Harris, the Fremont Open Space Group Coordinators

Health: Our Health Officers are registering for the June Health Officers Training Workshop. Deputy HO Joanne Cotton has just started working part-time at NH DHHS as a Public Health specialist. They are also working on inspections for the Renaissance Faire, which is happening in mid-May.

IV. APPROVAL OF MINUTES

Barham made a motion to approve the minutes of 18 April 2024 as written. Benson seconded and the vote was unanimously approved 3-0.

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

6:35 pm Public Input - none

VI. OLD BUSINESS

1. The Board's acceptance of the Martin Road Bridge construction bid from Neil H Daniels has been sent off to NH DOT for concurrence. The Board is anxious to keep this moving and Carlson said there had been several Q&A emails between Stantec and Kevin Russell (NH DOT) this week. After some discussion, Barham moved to authorize the Town Administrator to execute documents relative to awarding of the contract once the State has approved the proposal. Benson seconded and the vote was approved 3-0.

2. Electricity contract: Bids are due to USource next Thursday May 2 at 11 am. The Board discussed the process and reviewed the "Energy Update" document sent over today from USource that explains the process and current trends in the electricity market. There is expected to be some increase in cost, but the current contract has saved the Town and District thousands through its life (the past 40 months). The savings in the past 12 months alone with the contract rate is over \$68,000. This information will all be sent over to the School District as well. Muench said the School Board has a meeting next Tuesday night, and he will provide additional information and Carlson will send an email to Nathan Castle with the details as well.

There will be a conference call Thursday afternoon sometime after 1 pm when the bids are tallied. Barham moved to authorize Heidi Carlson and one or more Board members to make the decision based on the details of the bid process. Benson seconded and the vote was unanimously approved 3-0.

At 6:47 pm Leon Holmes Jr entered the meeting.

3. Carlson distributed a copy of the current Police Special Detail Revolving Fund payment reconciliation due from 2023 and concurred by the auditors. The payment is in the amount of \$16,232.83 which is the residual after all of the Town's expenses and administrative fees are deducted from the detail revenue.

The Board reviewed and signed off on this in February and Carlson was bringing it forward again as it is time to make the payment from the General Fund to the Special Detail Revolving Fund. The policy and practice were reviewed to update Benson on this process, which only happens once a year. Carlson indicated the payment to the Revolving Fund would be processed with the next accounts payable, and the Board would see it on a manifest. Carlson also stated that the Chief would likely be in to talk with the Board again in the coming weeks to discuss the purchase arrangements of the next cruiser package and

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the potential of using some of this money to make up the difference based on the increased cost of the cars and equipment conversion.

At 6:55 pm Road Agent Leon Holmes Jr met with the Board to review several Highway Department matters.

Holmes announced that the first Road Study meeting with Steve Keach is scheduled for Friday April 26 from 8:00 am to 12 noon. He said they will meet a couple more times. The Board urged this work to move ahead as they are anxious to get the report for the Town's planning use.

Stantec has presented an extension for three years of the paving contract for ensuing three years (2024-2026). The price increase is consistent with inflation, and Dan Tatem indicated that in speaking with other communities, the price is less than a recent bid process elsewhere.

Barham moved to approve the paving contract and three year price schedule for the Town of Fremont from GMI Asphalt dated April 2024. Benson seconded. Barham then amended his motion to have the Chairman sign on behalf of the Board. Benson seconded and the vote was unanimously approved 3-0.

Holmes then referred to the 2024 paving work engineering estimates that were sent out by Dan Tatem at Stantec earlier this week. Holmes is proposing to do the "binder only" options as priced out for Copp Drive (\$307,900.45) and Tibbetts Road (\$80,976.45). This will leave some budget funds for other patch projects as needed. He explained he will grind Copp Drive to the end where the gate was formerly, followed by a full reclamation and gravel, binder and shoulder work as needed. He said he needs to move a pole in the center of Tibbetts Road (at the end) and is working with Eversource to get that moved before paving.

Discussion then moved to the South Road Culvert replacement project. The State of NH was out there this week with a grader and all of the water has been drained such that there is no current water backup. The Board reviewed an estimate from Stantec of the work the Town would need to do to fix the culvert. Carlson then updated the Board on discussions this week with Mike Weeks and the Trails Bureau Chief Craig Rennie regarding some grant funding that NH DNCR is looking at. They are proposing to fund (through grants) the construction of all the work (Town and State) if the Town can do the design, engineering, and plans.

There are two State/Federal grants that they feel will fund the project to include their pedestrian crossing box culvert and the drainage culvert in full. There was further discussion and potential openings for a site meeting (or desktop) in the next few weeks. The grant deadlines are in June for 2025 construction season funding options. There are a lot of logistics to be worked out, which is why a meeting with all involved would be good. The Board discussed the cost items and feel if all of our effort can be less than the \$100,000 involved in the estimate we received, that it is a win/win for the Town, and certainly worth considering.

Holmes said he has scheduled the safety line painting with Scott from Industrial lines. This will include yellow and white lines on Beede Hill Road and Sandown Road; and white fog lines only on North Road and Red Brook Road. This is planned in about two weeks. He noted he will paint lines on South Road after the culvert and drainage work is completed.

Holmes was thanked for his efforts, and he left the meeting at 7:30 pm.

VII. NEW BUSINESS

1. Cordes read aloud items on the Consent Agenda:

a. Payroll \$42,874.76 and Accounts Payable \$599,301.32 manifests for the current week dated 04/26/2024. The Accounts Payable includes \$500,000 for the Fremont School District, short \$250,000 from the request due to cash flow. We will plan to pay the balance in two weeks. Payroll manifest includes two longevity stipend payments (L Holmes Jr and H Carlson) for 20+ years of service.

b. Department Head timesheets for the pay period ended 04/20/2024

c. FCTV Revolving Fund Manifest #2024-09 in the amount of \$1,733.16 to reimburse the Town's General Fund for April 2024 payroll costs

d. Abatement of \$120.00 balance of 2/3 interest reduction on parcel 02-150 based on payment in full of the 2020 tax lien (payment plan)

e. Regular Veterans Credit \$750.00 (following are eligible and ready for approval)

John & Rita Meehan Parcel 03-002.002.47B

Shawnee Bowden Parcel 03-002.002.34B

f. Abatement of \$903.51 on Excavation Tax Warrant previously issued April 11, 2024 due to a clerical error on calculation of yards of material. Original Warrant in the amount of \$1,812.84. Correct amount of \$909.33 has already been paid by the landowner. Also sign CORRECTED certificate to be forwarded to the NH Department of Revenue.

g. Land Use Change Tax Bill and Warrant for \$18,000 for parcel 01-082.005 being removed from Current Use due to sale of the new home and transfer. Billable to Daniel Perry Builders LLC of Hampstead NH.

h. Sign for the Conservation Commission' Expedited Minimum Impact Wetlands Permit Application associated with the designation of Tavern Road as an Emergency Lane and the pending forest management harvest in the Oak Ridge Town Forest. As the document was reviewed, the Board decided to have the Chairman sign due to space constraints on the form.

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

2. The Board reviewed the folder of incoming correspondence to include Tax Collector's certification to NH BTLA of final 2023 tax bill being mailed 10/30/2023; letter from Xfinity announcing new late charges assessed after 30 days; email from Beede Hill Road Resident about jake brake harassment; email from Lamprey River Advisory Committee about an amphibian health issue along the Lamprey River and seeking the Conservation Commission Chair's contact information to keep CC's in the loop; NH DOT permit for one way traffic during the hours of Bulky Day on May 18th; NH DRA report of equalized valuation for 2023.

3. Jon Benson is registered for the Local Officials Workshop on May 7 at the NH Municipal offices in Concord NH.

4. The Board reviewed a request from Derek Leslie on behalf of the FAA for use of the Town's soccer field for a week in July for a soccer camp, from July 15 to 19 from 9 am to 4 pm daily. There was discussion about this and it generated additional questions they would like answered before making a decision. This includes:

Who is doing the soccer camp and what does it cost kids? Or the FAA? Are you the host agency?

Whose insurance? If an outside agency is holding it, we would also need their insurance certificate. (The current FAA insurance certificate expires 05/22/2024),

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What is the charge and who is collecting it, and what will it be used for? (IE: will it offset any maintenance?) If there are issues with rugged use of the fields for 7 hours a day for the 5 days of use, who is fixing that? Basically they discussed the revenue and whether or not it is staying in the community.

We will be reaching out to the Parks & Rec Commission at their next meeting if they have any summer activities planned.

What is the estimated number of participants?

Carlson will send this out to Leslie for more information to be brought back to a future meeting.

VIII. WORKS IN PROGRESS

All of the Fee Schedule updates were posted on the Town's website the night of the Public Hearing.

Carlson has been asked by the Friends of the Library to prepare a presentation for one of their monthly events hosted at the Library, encompassing information about the Town. This will be on a Thursday evening in late May. The Board was supportive of this effort, and Jeanne Nygren has agreed to cover the Board's meeting that night.

Cordes asked about the recruiting efforts for the finance position and maintenance supervisor. This led to discussion about keeping this moving. Carlson did say there was some activity on the maintenance position and some reference checking is being looked at.

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

At 8:10 pm Barham moved to enter non-public session pursuant to NH RSA 91-A:3 II (e) to discuss a legal matter regarding Code Enforcement violations. Benson seconded and the roll call vote was unanimously approved 3-0; Cordes – yes; Barham – yes; Benson – yes.

At 8:20 pm Barham moved to return to public session. Benson seconded and the roll call vote was unanimously approved 3-0; Cordes – yes; Barham – yes; Benson – yes.

The Board will proceed on Town Counsel advice with the next steps for code enforcement/injunction action at 397 Main Street based on a long history of trying to work with the property owner for cleanup of junk.

There was some generic discussion about applicants for the maintenance position currently posted.

The next regular Board meeting will be held at 6:30 pm on Thursday May 2, 2024.

With no further business to come before the Board, a motion was made by Benson to adjourn the Board's meeting at 8:25 pm. Barham seconded and the vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson
Town Administrator

Minutes of Non-Public Session

In: 8:10 pm

Present: Select Board members Gene Cordes, Roger Barham and Jon Benson; TA Heidi Carlson

Carlson discussed recent correspondence regarding an ongoing junk violation at 397 Main Street and the history of action taken by the Town over many years. Complaints are received on a regular basis from neighbors.

The Board will move ahead with legal action based on the advice of the Town's Attorney.

Out: 8:20 pm