

Bob _____
Joanne _____
Keith _____

Final _____
Accepted _____
Accepted as Amended _____

**TOWN OF EPSOM
BOARD OF SELECTMEN
Monday, February 23, 2009**

Present: Bob Blodgett, Chairman; Joanne Randall, Vice-Chairman; Keith Cota; Darlene Phelps, Recording Secretary

Also in Attendance: Andrew Walton, Gordon Ellis, Wayne Preve, Rick Bilodeau, Herb & Lee Bartlett, State Representative Carol Brown, Mary Frambach, Betsy Bosiak, Dan McGuire, Stewart Yeaton, Jay Hickey, Dawn Blackwell,

6:15pm Bob called the meeting to order and asked Chief Wayne Preve to lead us in the Pledge of Allegiance.
Pledge of Allegiance

6:15pm **Wayne Preve – Police Dispatch** – Chief Preve said he spoke with Merrimack County Sheriff Hilliard and the Sheriff stated that the plan is that Merrimack County Dispatch could be able to provide services as of July 1, 2009. On February 4, the Chief received a contract from the Town of Bow, and he inquired of Bow Town Manager if Epsom could agree to only pay for 1/2 a year; they said yes, but they would like something in writing. Chief Preve is concerned about the price not being protected if we need services beyond July 1. There is a clause that requires a 30 day notice before cancellation. He is skeptical about signing the contract with Bow unless he can be guaranteed that the price will not go up should we require their services beyond July 1. Keith suggested that we try to re-craft the contract with Bow to allow for two payments – one for Jan – June, and one for the remaining months of July - Dec. Keith will work with Chief Preve on a revised contract & will provide a copy to Tony Soltani for review before proceeding any further.

6:45pm **Department Heads**
Joanne noted to all attendees that there have been several occasions where the office and/or the building has been left unlocked & reminded everyone who has keys to be sure the doors are locked.

Barbara Clark & Nancy Wheeler – Office - Nancy stated that she & Barb went to a Department of Labor (DOL) conference about labor laws, and there are a couple of issues that need attention in order to avoid a fine. Nancy reviewed some forms that need to be filled out & maintained at the Town Office in order to be in compliance with current labor laws. One of these forms include payroll deduction acknowledgement by the employees. She also reviewed pay frequency, and paycheck distribution. She noted that the town has been granted an exception for DOL for bi-weekly paychecks, but certain town employees are paid on a monthly scheduled that may need to be adjusted to bi-weekly instead (Health Officer). Nancy also noted that there are payment procedures with recommended forms that need to be put in place for other paid volunteers (i.e.:

Fire volunteers that are paid stipends). Barb addressed issues about payroll deduction.

Barb said she is going to a seminar on Thursday with Avitar and will address the request to change the format of the tax bills.

Barb said inventories will be sent out during the 1st or 2nd week in March.

Nancy said she & Gordon have been meeting with two different FEMA reps regarding the ice storm & the Center Hill Road bridge replacement & road reconstruction. She is having difficulty finding documentation of discussions & decisions in email correspondence that was mentioned in meeting minutes. She reiterated that all email correspondence must be copied & placed in the proper files in Town Office as part of the Right-To-Know Law.

Nancy also went on the website today to just "check it out", and found that there is a Ballot & an estimated tax impact sheet, which gives incorrect information as far as Article 1 is concerned. Joanne agreed to follow-up with Norm to make sure the updated information is posted.

Stewart Yeaton – Fire Department – Stewart stated that they are now bottling their own oxygen with the new equipment they were able to purchase with the Reid donation money. He briefly discussed the repair to the tanker truck last month. The forestry pump that was purchased with grant money has been received. He said that both ambulances have been running a lot with flu, pneumonia and congestive heart failure. The money earned by selling Christmas trees is going to be used to purchase another CPAP and masks (breathing apparatus), that way both ambulances will be outfitted with this equipment. Stewart said he has a lot of outdated equipment that needs to be disposed of – radios, pagers, ice maker, upright freezer, etc. He'll gladly pass it along to another department or bring to State Surplus. In response to his question about what to do with the old cruiser – the Board stated they have not yet decided on that. The SUV is currently being outfitted with lights and radios. He said he is spending a lot of time working with the Hazard Mitigation group, and also working on the planning of the Point of Delivery program at Coe-Brown in Northwood.

Lee Bartlett – Welfare Department – The food pantry has been very quiet, with only 1 request. Assistance given as follows since January: Four have received oil, two received wood, one received propane and one received rent money. Lee also stated she is still receiving comments from people who are upset that she did not accept the 6 carloads of food from Pembroke Academy at the town office. She wants to be sure that people know she did not *refuse* it – she *relocated* it to the Loudon Food Pantry, which also services Epsom. Lee was not told that there would be that much food & she didn't have room for it. Bob said he spoke with the school & they understand. Lee asked that everyone spread the word of where that food went!

Gordon Ellis - Highway Dept – Gordon said this last storm was probably the worst one he has had to deal with in 6 years. He has been working with Nancy with the FEMA people. He has not had time to work on 2010 projects, but hopes things will slow down in the next month & allow time for that. He said he has made a final decision on who he wants to hire, but the paperwork has not been signed yet. He hopes to get the paperwork done next week. Bob said he received a complaint from a resident on New Orchard Road who claims he was

almost broadsided by the plow. Gordon said he wrote that resident a letter today.

Keith asked if Gordon has reviewed the new Snow Obstruction Ordinance, and Gordon said yes – and he believes it addresses the intent of the ordinance.

Wayne Preve – Police Department – Wayne said he is applying for a grant to pay for 14 sobriety checkpoints from March 1 – September 15. They will take place in Epsom, Chichester, and Pittsfield. These checkpoints need to be advertised – not the location, just that the checkpoint will be taking place. He received an invoice from Central NH Special Operations Unit for \$2600, which will cover 18 months instead of 12. He will wait to see if the budget passes before paying that bill. One new officer is doing his field training and is doing a great job.

Dawn Blackwell – Town Clerk – Tomorrow night is a Website Committee Meeting at 6:30 PM and they will be receiving some training via a conference call on the credit card program. She also addressed Senate Bill 99, which is noted below.

Rick Bilodeau – Emergency Management – Rick said he is taking some classes. He also echoed Stewart’s comment that there seem to be a lot of meetings going on.

Zoning Board of Adjustment – Not in attendance.

Zoning Compliance – Jay stated a lot of what he does has to do with safety; smoke detectors, exits, etc. Jay feels there is a safety issue in the office with snow and ice overhanging the windows. Bob stated he had already spoken to the landlord about it. Jay gave the BOS a note about an illegal apartment. This will cause the owner fees, which are currently at \$3750.00. He is investigating a collapsed roof on a garage on Route 107. There is a house under construction that he is looking into that appears someone is living in. He is working with Marley Taylor on the daycare on Goboro Road, to get some issues resolved so she can get her permits. He is investigating some possible illegal work in the Flood Plain.

Planning Board – Dan McGuire said the Planning Board has recently approved 3 applications. There are a few more applications before the board at this time – including a 42 lot subdivision on Goboro Road/Depot St., which will also involve Chichester. The Public Hearing for the Master Plan review will take place next month. The biggest problem facing the board right now is that 3 members’ terms are ending & no one running for any of those seats.

Keith noted that Betsy had offered to be part of the CNHRPC traffic study on Route 28. Betsy said she believes CNHRPC is going to pay the cost for her participation. At this point, Chief Wayne Preve stated he received a call from CNHRPC requesting a detailed report of all the accidents from the Chichester line to the Pembroke line for the past 3 years. The Chief stated this is a very time-consuming task that he does not have time to do. He is willing to provide the number of accidents, but not all of the detail. Normally the PD charges \$25 per report. Joanne stated that this information was being requested as part of the Route 28 Corridor Study taking place.

Trustee of the Trust Funds – Dan McGuire stated there are two openings and no one is running, so currently Dan is the only Trustee. He asked that the BOS recognize Dorothy Duclos for her work in transferring the records from manual to a computerized system.

Webster Park – Gary Perry sent a written report that they have not had much luck building the 100 x 100 skating rink due to the uneven ground and warmer weather.

Health Officer – Cec Curran sent a written report that he has been attending many & varied meetings for Hazard Mitigation, and inspected the facility for Marley Taylor’s daycare on Goboro Road. He did a full investigation of the Epsom Circle Restaurant, and did a Foster Care inspection.

Cemetery Committee, Meetinghouse Committee, Library, Zoning Board of Adjustment, Budget Committee- No reports.

FOR SIGNATURE

1. **Accounts Payable** – was processed.
2. **Manifest** - was processed.
3. **Payroll** – was processed.
4. **Timber Tax Warrant** – This is for taxes for removal of timber that was tornado salvage. \$1687.91 is the total tax amount for three separate lots. The BOS has the ability to waive this tax due to the circumstances. Barbara explained that more money is being received by the homeowners for chipping the timber as opposed to bringing the whole timber to the mill. These can be abated two ways – either automatically abate the taxes and the property owner never receives a bill. Or, we can send a bill, and the property owner has the right to request an abatement. Andrew Walton stated that these people who suffered the effects of the tornado should not have to request this abatement; the town should just automatically abate them. There was a brief discussion about setting precedent. The consensus of the BOS is to sign the warrants and send the tax bills.
5. **Request for Building Permit Waiver** – This is a request to waive the building permit fee to rebuild a home that was totally destroyed on Christmas Eve. Joanne made a motion to waive the building permit fee for 699 Suncook Valley Highway, as requested by the property owner. Keith seconded the motion. All in favor. Joanne noted that the motion was for a single family residence.

FOR DISCUSSION

A.Senate Bill 99 – Allows Vehicle Dealers to Act as Agents of DMV Dawn explained that this would allow dealerships to process vehicle registrations. This will allow dealerships to take a great deal of revenue from the Town, as the fees would be paid to the town where the dealership is located, not the town where the vehicle owner lives. There is the potential of loss of revenue of up to \$750K. There will be a hearing on Tues March 3 at 9:30 AM. Dawn is planning to attend. Keith has written a letter on behalf of the Select board, and is going to make a few changes & then send it to Senate Committee

Chair and to our State Representatives stressing how this will negatively affect the Town of Epsom.

B. Carbon Coalition “Climate Change Resolution”

C. Litter-Free New Hampshire – Joanne said this is for the blue bags for roadside cleanup. She will make the appropriate contact and will have the bags delivered here for residents to pick up.

D. Florence Ouellette Letter – This letter is a request from a resident who would like to have a choice of MetroCast or Comcast. She is dissatisfied with MetroCast and would like the option of using Comcast. The Town of Epsom has a cable agreement for town services with MetroCast so she does not have a choice other than satellite TV. Keith suggested that since there are concerns by residents, perhaps we should consider that when the time comes to renew the contract with MetroCast. Betsy said in the past, there was a committee to review this. There is a question about whether Comcast would even take on the Town of Epsom. Joanne will send a response letter to her.

E. 2009 Moose Plate Grant Award – Keith said he’s been trying to reach Eric Williams about this, but he’s on vacation. Keith said we need to know what our next step is. We have been awarded this grant for \$50K. Keith said Steve Couture applied for this grant on behalf of the town, but he is also on vacation, so he’s unable to reach him. Nancy stated that the Town has to keep all the paperwork when we are awarded grants. Keith said he will continue his coordination with Steve when he returns from vacation.

8:10 - 8:15 Break

FOR DISCUSSION FOLLOW-UP

A. Request to lower speed limit on Goboro Road – RSA 265:63 Alteration of Limits. Joanne read this RSA and the stipulations for changing the Speed Limit. The BOS has the authority to lower the speed limit to 25 MPH, as long as there is an engineering and traffic investigation. We do not need to hire anyone to do this as long as the Town has the proper personnel to make that determination. This will be referred to Betsy Bosiak, Dave Fiorentino & Gordon Ellis after they finish their Safety Audit training with the CNHRPC.

POLICY REVIEW AND ADOPTION

1. Snow Obstruction Ordinance – Joanne made a motion to accept & sign the revised Snow Obstruction Ordinance. Keith seconded the motion. All in favor. Mary Frambach requested that a copy of this be attached to the minutes.

MINUTES FOR REVIEW AND DISCUSSION

- **Draft – February 17, 2009** – Joanne made a motion to accept the draft minutes as amended of 2/17/09. Keith seconded the motion. All in favor.
- **Draft – February 9, 2009** – Keith made a motion to accept the draft minutes as amended of 2/9/09. Joanne seconded the motion. All in favor.

CONFIDENTIAL

1. **Letter for Review**
2. **Letter for Review – Town Counsel** – The Board reviewed the letter drafted by Tony for response to Chadwick-BaRoss and approved Tony to send.

FOR YOUR INFORMATION ONLY (No action required)

- a. **Letter from Town Counsel re: KingsTowne MHP** – Review of draft cable franchise agreement
- b. **Water Street v. Town Hearing on Merits**
- c. **DuBois & King Donation of \$10,000 Engineering Services** – A copy will be sent to the Planning Board and the Town Office Building Committee for their consideration.
- d. **2009 Moose Grant Award**- We have been awarded this grant for \$50,000.00 - Keith will coordinate with NHDES.
- e. **PSNH Reference Copy 2008 NH Economic Review**
- f. **Miscellaneous Folder**

Liaison Reports:

Bob suggested we put the new Snow Obstruction Ordinance on the website.

Bob said he did winterize the old Town Hall, but he did not remove the toilet because he could not lift it himself. The temperature is set at 50 degrees.

Joanne said they had a work session for Hazard Mitigation. The maps have been updated, and will be having a meeting with Stephanie from CNHRPC on March 4 at 6:30 at the Epsom PD. She said this is a lot of work, but it is very interesting.

There is a Website Committee meeting this week. Betsy asked if the Planning Board will be sent the maps for review. Joanne said that the Planning Board has been invited to go to these planning meetings, but has not been in attendance. She also said that the maps are currently in the office if anyone would like to look at them and offer suggestions.

Keith said the ZBA held a Public Hearing to discuss modifying the agreement with the KingsTowne MHP. The ZBA received a summary of costs and a request to add 7 additional lots to the park. The ZBA closed the Public Hearing, and did not make a final decision, but made a recommendation to allow an additional 4 lots instead of 7. The ZBA has appointed two members, Glenn Horner & Rick Belanger to act as liaisons and work with the BOS and Tony

Soltani to try to come to a final agreement. Keith would like to tentatively schedule a meeting with Glenn & Rick & Tony to meet with the BOS on March 9, if all parties are available.

State Representative Carol Brown asked what the status is with the River Avulsion. Keith said he will be getting in touch with Steve Couture when he gets back from vacation. There was a brief discussion about Shovel-Ready projects that may come as a result of the Economic Stimulus.

9:15 PM Joanne made a motion to adjourn. Keith seconded the motion. All in favor.