

**TOWN OF EPSOM
BOARD OF SELECTMEN
Monday, April 26, 2010**

Bob _____
Joanne _____
Keith _____

Draft _____
Accepted _____
Accepted as Amended _____

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

Also in Attendance: Lee Kimball; Wayne Preve; Mary Frambach; Rick Bilodeau; Carol McGuire; Alison Parodi; John & Ruth Brown; Betsy Bosiak

5:45 pm Joanne called the meeting to order and asked Rick Bilodeau to lead us in the Pledge of Allegiance.

5:45pm Meet with Lee Kimball – Lee Kimball from LMK Emergency Planning Associates provided an overview of the EOC Workshop & Tabletop Exercise which is scheduled for June 5, 2010. This training is being paid for with grant funds.

6:15pm Cemetery Trustees & Gossville Cemetery Trustees to accept the Gossville Cemetery - Carol McGuire is here on behalf of the Cemetery Trustees, asking what needs to be done in order to complete the transfer of the Gossville Cemetery, which was approved at the Town Elections. Carol also stated that they will need an additional \$2200 for maintenance of this cemetery. The Trustees have entered into a contract with a landscaper for the cemeteries that they already own and have an alternate contract to sign when they are certain they will have the funding necessary.

The BOS stated that they will speak with Town Counsel about preparing the proper paperwork for the transfer of the cemetery and funds to the town’s trustees of trust funds for the cemetery care, and will let him know to contact Douglas Osborne if he needs additional information. The BOS advised the Trustees that they will be responsible for any expenses for this cemetery until the transfer is complete.

6:30pm Staff Discussion: Jay Hickey spoke to Ken Knowlton and he has agreed to work for \$400 per day to do the junkyard inspections at Len Gilman’s and Rick Belanger’s facilities, and to inspect a couple of other properties that are in violation of the junkyard ordinance as time permits. Mr. Knowlton was formerly employed by the State of NH in the junkyard division and is very knowledgeable. If this works out well, then Jay would like to use his services on an annual basis. The BOS was in support of this approach.

Jay also showed the BOS the site plan for Robert Griggs property on Route 4, by the circle. His site plan approval allowed him to tear down and rebuild the barn on its original footprint of 36’ x 48’. Jay measured the footings for the new foundation and it is 36’ x 56’, and it appears that he is including the ell portion which was an attached shed in his new barn. Jay said he’d like to direct Mr. Griggs that if he wants to increase the size of the barn by that amount (which is clearly over the 25% limit), then he’ll need to go before the Zoning Board. Jay is also concerned about the flood plain elevations.

Keith said the dimensions of the new town office at the Epsom Mall will be 864 square feet less than what was discussed last week. It appears the actually width is 12 feet less than originally measured. This could impact the lease amount, which was agreed upon if the price is based upon cost per square foot. Construction has already begun inside the new space. Barbara said Tony Soltani will be bringing in the lease with him tonight. Barbara asked Joel about the sign at

the Epsom Shoppes, and he said it will cost about \$200, and she has requested that Joel absorb that cost. It was discussed that the existing signs leading to and at this location need to be moved. Keith suggested getting a dynamic message board (portable sign) to put out at the Epsom Shoppes to alert the Epsom residents as to the move.

There was also a discussion about the possibility of a 2-3 day extension of our lease in order to complete the move, and the movable partitions in the office.

Keith asked Nancy about the Payroll & Direct Deposit Registers that were in the Signature folder. Nancy said this is just another cross-check that shows who received payroll by Direct Deposit. This will be printed after each payroll. They are included under "Manifests" in the Signature portion of the agenda.

Joanne asked Debbie if she feels it would be appropriate for Scott Elliot from the Highway Department to have a town email address. Debbie said if he has access to a computer, and will use it – then she can ask Norm to set it up for him. Bob will ask Scott if he would like a town email address. Joanne stated that it will be a good way to communicate with Scott.

Keith said he received a call from Jeff Keeler saying he's interested in being part of the ZCO Study Committee. Debbie said Betsy Bosiak, Carol McGuire & Dick Verville have signed up, along with one other gentleman. The timeline for volunteering to serve on the committee is up May 14th.

Joanne asked Debbie to double-check the every-other-week schedule that she has prepared from Memorial Day to Labor Day.

Dawn Blackwell voiced her concerns about being open enough for the residents of Epsom. She would like to be open on May 22 to give residents the opportunity to come in. She said she spoke to the State of NH and if her office is closed for an extended period of time, and a resident needs to register a new car, then their temporary plates can be extended. She can also ask a neighboring town to serve our residents. She will be contacting Evelyn from the Chichester Town Clerk's office to ask for her input in the possibility of helping us out.

7:00pm – 8:35 pm Attorney / Client Consult

FOR SIGNATURE

1. **Accounts Payable** was signed.
2. **Manifests** were signed.
3. **Land Use Change Tax:** Keith made a motion to approve the Land Use Change Tax on Tax Map & Lot Numbers: R10-23-22, 23-23, 23-27 located on McEvoy Lane as recommended by Avitar. Bob seconded the motion. All in favor.
4. **Postage Meter Rental Agreement:** Keith made a motion to approve the Postage Meter Rental Agreement for a 36 month lease, as presented. Bob seconded the motion. All in favor.
5. **Pay Rate Sheet:** Keith made a motion to approve the Pay Rates as of April 26, 2010. Bob seconded the motion. All in favor.

FOR DISCUSSION

- A. **Epsom Conservation Commission - Draft Agreement for NH SCA Corps / SCA MAX ID #9757:** This will be given to Attorney Soltani to review, and will be discussed next week.
- B. **Office Move:** Atty. Soltani reviewed the lease agreement and it is ready to be signed. The monthly amount is as was discussed previously. The landlord will be paying the

moving expenses and will honor the monthly lease amount for the remainder of 2010. There is an escape clause in the lease. Keith made a motion to enter into a lease for the rental of the Epsom Shoppes property as presented. Bob seconded the motion. All in favor. Joanne signed the lease. Joanne will ask Debbie to send a letter to Larry Caraway notifying him of our intention to leave this facility. Keith suggested Mr. Caraway be invited to come before the BOS to discuss some various items regarding the move.

C. FEMA “Letter”: Joanne received a phone call last Friday from Catherine Peters who is the Special Asst. to Governor Lynch in response to the letter sent regarding the river. Catherine said Governor Lynch is equally as disappointed and is contacting FEMA and DES for suggestions about how to come up with the funding needed.

MINUTES FOR REVIEW AND DISCUSSION

- **Final – April 12, 2010:** Joanne made a motion to approve these minutes as presented. Bob seconded the motion. All in favor.
- **Draft – April 19, 2010:** Joanne made a motion to approve these minutes as amended. Bob seconded the motion. All in favor.

CONFIDENTIAL

- Letter from Larry Caraway

FOR YOUR INFORMATION (No action required)

- **Goboro Road (2 complaint letters)** were received from Chris & Jen Prosia and Greg & Erica Dragon who live on Goboro Road with regard to the poor condition of the road. Joanne said a response letter needs to be sent to each homeowner acknowledging the poor condition of the road, however funding is an issue and the Road Agent is constantly trying to find ways to repair it.
- **PD Sobriety Checkpoints Contract Approved**

ANY OTHER BUSINESS BROUGHT FORWARD BY THE BOARD

Board Member Liaison Reports:

Bob read a letter from Herb Bartlett in praise of Scott Elliot in the Highway Department. A copy of this letter will be given to Scott Elliot and a copy will be put in his personnel file. The highway department is working on ditching on New Orchard Road, Sanborn Hill Road, and Millhouse Road. Bob will mention to Gordon the two letters received in regard to Goboro Road. No report for the Parks & Recreation Committee.

Keith said there will be a Planning Board meeting on Wednesday night.

Joanne said a Stewardship Committee Meeting on Saturday afternoon at the Meetinghouse to do a walk-through, she took several pictures and they will be placed in a book for the committee. These pictures will be used at budget time to demonstrate projects that need to be completed. The next meeting is Tuesday May 4 at 7 PM at the library.

Our regular BOS meeting for the last week of May is currently scheduled for Tuesday, June 1 due to Memorial Day. After a brief discussion it was decided that we will have a brief work session on Tuesday, June 1 at 4:00 PM. Keith will be gone on a business trip for his employer, so he will not be in attendance.

A letter was received from someone interested in filling in as Recording Secretary when needed.

Joanne has made a list of everyone who should be in attendance for the EOC Workshop & Tabletop Exercise.

9:00 PM Keith made a motion to go into Non-Public RSA 91-A:3 II (c). Bob seconded the motion. All in favor.

9:08 The BOS came out of Non-Public Session

Keith noted that before the BOS closes the meeting, a correction for the account transfers to cover the 3% adjustment for the part-time employees needs to be made. Keith made a motion to change the previous decision of transfer for pay rates for part-time employees from line 01-4155.2-260 (Worker's Compensation) to line 01-4191.1-930 (CIP) in the amount of \$1000 so that the Worker's Compensation line will remain unchanged from the Default Budget amount appropriated. Bob seconded the motion. All in favor.

9:13 PM Keith made a motion to adjourn. Bob seconded the motion. All in favor.