

**TOWN OF EPSOM  
BOARD OF SELECTMEN  
Monday, May 17, 2010**

**Bob** \_\_\_\_\_  
**Joanne** \_\_\_\_\_  
**Keith** \_\_\_\_\_

**Final** \_\_\_\_\_  
**Accepted** \_\_\_\_\_  
**Accepted as Amended** \_\_\_\_\_

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

**Also in Attendance:** Gordon Ellis; Mary Frambach; Rick Bilodeau; Betsy Bosiak; George Carlson; Jay Hickey; Nancy Wheeler; Marylou Lafleur-Keane; Wayne Preve; Stewart Yeaton; Dave Fiorentino; Richard Frambach; Phil Demerit; Gary Perry

**6:15pm** Joanne called the meeting to order and led us in the Pledge of Allegiance.

**6:15pm Gordon Ellis – (3) Bids for New Orchard Road Paving.** Pike & Advanced are both very close with Pike’s bid \$352,650 and Advanced bid \$348,695. Keith asked if Gordon has the money in his budget & Gordon replied he has the money in his FEMA fund and Capital Reserve Fund. Mary Frambach asked what length of road is being repaired & Keith replied 7,500 feet (about 1-1/2 miles). Advanced has the lowest price, and being that there is a bid policy in place, Keith made a motion to enter into a contract with Advance Paving & Excavation for the reconstruction of 7,500’ of New Orchard Road for \$348,695. Bob seconded the motion. All in favor.

Keith asked what the timeline of the project is. Gordon said 2 telephone poles must be moved first, and he is waiting for the wires to be moved and then do some ditching. Gordon said he will be looking to negotiate with the contractor to have Drolet Road completed at the same price (From Route 28 to Martin Hill Road).

Joanne asked if Gordon would be available to meet with Bob and an attorney at the site of the boundary wall dispute for a meeting. Gordon said he is available this week. Bob will set up the meeting.

Gordon said he has 4 culverts to put in this week on Mountain Road and Swamp Road. He’s trying to finish some projects & take some vacation time.

Keith asked Gordon about off-site improvements for Center Hill Road for Adam Towne’s development. Gordon said he prepared a summary of improvements and forwarded Debbie a copy. Keith asked him if he isn’t successful in getting the additional funding for Center Hill Road, will the project still be able to be completed. Gordon said there is only one portion of the road in this proposed project that he will have difficulty funding if he doesn’t get the funding from FEMA.

Keith also noted that the BOS has been receiving complaints from residents on Goboro Road because the condition of it is so poor. Gordon agreed that the road is in serious disrepair and said he plans to prepare another warrant article for that road, as it is likely a ½ million dollar job. Keith said there are some edge drop-offs on North Pembroke Road that need attending. Gordon said he’s been hoping to pave it, but he thinks he might sand-seal it instead and address the edging at that time.

Gordon said he met with FEMA last week about the February storm. All of the reports/paperwork is in for that storm & FEMA indicated there were no problems with that. He plans to prepare a list of 2011 projects for FEMA this week.

**6:30pm Staff Discussion – Nancy Wheeler** asked about when Carole McGuire was in a couple of weeks ago and stated that a contract had been signed by the Library Trustees for the mowing of Gosseville Cemetery and other cemeteries. Nancy said she believes they have started mowing the cemeteries (not Gosseville). Nancy indicated that usually the BOS signs contracts for the Library, so she suggested that the BOS initial the contract, indicating their approval to enter into this contract. Joanne made a motion to enter into a contract agreement with KMR Landscaping of Epsom, NH for \$11K for the period of May 15 – September 30, 2010 for the mowing of the following cemeteries: McClary, Shortfalls, Brown, Libby & Bickford. Keith seconded the motion. All in favor.

Nancy said if the BOS members have AP to bring in, they need to give it to Barb as she will be out on Monday. She needs AP & Payroll in by noon on Tuesday the following week at the new location, due to the holiday.

**Barbara Clark** sent a memo updating the BOS on the progress at the new location. Barb asked the current landlord if we'd be able to store the generator here after May 31. Larry offered the storage at a cost of \$50 per day. Nancy said the generator needed some servicing, so it has been disconnected. The BOS elected not to leave the generator on site after the office has been moved. Bob will coordinate for a temporary placement until a permanent location is decided.

**Dawn Blackwell:** getting everything packed up, but received notification from the State of NH that it is unlikely she will be up & running by the time of the move. She's hoping for the best, but might need to send residents to the State, or perhaps to Chichester for a short time. She's waiting for Fairpoint to get the wiring done. She sent out 461 postcards for unlicensed dogs – there are currently 340 remaining. All the tax bills have been mailed, and she provided a sample tax bill since it looks different than in the past. She has extended the due date to July 8 since the office will be closed during the move.

Dawn said that the total tax lien is about \$50K less than in past years.

#### **DEPARTMENT HEAD MEETING:**

**Meetinghouse Committee:** Richard Frambach said they are waiting to hear if they got the Moose Plate Grant to get the electricity hooked up. They are preparing for the next round of LCHIP Grants, which starts in July & is awarded by the end of August. They have been talking to different contractors with different concepts for the building. He said they intend to make a presentation to the BOS before they apply for the next LCHIP Grant. They have begun a fundraising campaign to fund some projects so they can get their Occupancy Permit. Volunteers will be credited \$22.50/hour toward in-kind services on the LCHIP Grant, and he is encouraging people to come forward and help out. There are jobs for all skill levels. They will be setting up a schedule & advertising for help. Keith confirmed that Penny will be attending the mandatory training workshop for the LCHIP Grant, and Richard said he'll be attending also.

**Emergency Management:** Rick Bilodeau said the tabletop exercise for June 5 is 8 AM – 1:30 PM. He wanted to be sure that anyone who wishes to attend can – however if they are not exclusively registered for the training, they will only be able to observe. He'd like an idea of the cost of overtime staffing for that day, so he requested that Nancy get those figures together for reimbursement.

**Fire Department:** Chief Yeaton said there have been 3 structure fires since the last Department Head meeting. It has been a very busy spring. The FD assisted with a fire in Northwood also, in which one of the thermal imaging cameras was left inside the building during a rapid exit. He has filed an insurance claim.

He's trying to get caught up with some inspections. The department has been denied Local Government Center Grant & Federal Firefighters Grants. A truck committee has been formed to research what is desired & will best meet the needs of the department.

He read a portion of a letter of commendation by the COO at Concord Hospital for four full time rescue employees who responded to a cardiac emergency. Stewart is very proud of these four employees, and would like this included in all four employees personnel file.

Joanne said she received a letter from the LGC regarding flu shots. Nancy said currently Town Employees can get the flu shot through the flu shot program at the Epsom Central School.

Joanne said it sounds like this wouldn't be a better option.

Stewart said they met with the Point of Distribution group regarding Hazard Mitigation.

Stewart asked how long the boards will be left in the Buck Street Dam. There was a brief discussion about the pending total removal of the Buck St. Dam.

**Police Department** Chief Preve said the roof has been completed. They are wrapping the soffits and putting in the vents. They are replacing the cupolas as the old ones fell apart when they were taken down. The driveway will be sealed this coming weekend. They started the speed grants and the first checkpoint is starting this week. The safety committee a class has been set up at the Fire Department for the Police & Fire Departments regarding the "responsibility of responding to emergencies". The Department has been busy. There was a break-in at Evans on Monday and one arrest was made, and another is expected very soon. Officer Fudala will be working midnights starting in June.

He'll begin in June for interviewing for a new officer with hopes of getting the officer into the Academy in August.

Wayne asked if the SVRTA will be meeting in June, Keith stated it is June 17, but the location has not been indicated. He has heard that the group is looking into merging Police Departments, and Joanne agreed that there have been discussions to merge certain functions. Joanne will let Wayne know if she hears the location.

**Parks Department** – Gary said they are getting ready to take out the skating rink, and clean up the area. Bartlett Excavation will be working on that this week – along with seeding that area. He has finished up the FEMA damage assessment – he said he had to argue a little with them to get them to realize that the area that was damaged was mowed & maintained every year. He hopes to start on the parking lot in the next week or two. He has asked for estimates for a better backstop down at the basketball court and some chain link fencing around the court.

**Planning Board:** Phil Demerit said the PB is working on the Master Plan and hopes to be done by July, and then they will begin work on the Subdivision Regulations. The Bartlett Subdivision is on hold pending a conservation opportunity. Phil said the plan to move the PB files was to empty the cabinets, pack in totes & then have the PB go to the new location over Memorial Day weekend to unpack them. He felt it was unfair to ask the members to do this over a holiday weekend, especially since he will not be around. So, he asked the BOS if the Planning Board can be granted permission to move the file cabinets on their own on May 26. Nancy Wheeler said it's not definite yet that we will be able to get into the building on May 26. Phil will need to stay in touch with Barb to see if the building will be available. Phil also said that they have not yet hired a new Recording Secretary, and the position has been advertised.

**Zoning Compliance Officer:** Jay Hickey said he spoke to Dan Fredyma and said he is looking into raising his home above flood level. Dick Verville is working on a buyout for him through FEMA. Jay has given him some guidance, in case the FEMA buyout doesn't happen.

The surveyors are working on an as-built plan for the Robert Griggs property located beside TD Bank. The Fire Department has been working on some electrical issues at the Bartlett Trailer Park. DES has been investigating the septic issues. A couple of water tests have been done and the results are not in yet. Jay said Mr. Griggs' lawyer sent a letter requesting some information.

**Trustees:** Marylou provided a report showing all Trust Fund balances. Joanne indicated this is very helpful and also asked if she would be able to provide a spreadsheet showing the details of each account in the future. A date for the first Budget Committee meeting has not been set, but

it will be in June. She is serving as “interim” chairperson. She asked for a copy of the Default Budget & expenses to date for that meeting in June.

**Welfare Department:** Lee Bartlett sent a memo stating that there was a food drive at the Post Office and they are willing to hold the donations until we move into the new location.

Epsom will be hosting a meeting to include Chichester, Allenstown, & Pembroke to discuss the River Avulsion on Monday June 21 6:30 PM at the new office location. Later tonight the BOS will be discussing who will be officially invited (elected officials).

**7:35 – 7:40 PM Break**

## **FOR SIGNATURE**

1. **Accounts Payable** was signed.
2. **Manifests** were signed.
3. **Payroll** was signed.
4. **Tax Deeding Letter** was signed.
5. **Intent to Cut** was signed.
6. **Timber Tax Abatements (2)** Joanne indicated that these are both paperwork corrections, not actual refunds.
7. **Abatement** Keith made a motion to grant an abatement for property R10-22-34 on Lords Mill Road due to Fire loss. Bob seconded the motion. All in favor.

## **FOR DISCUSSION**

- A. **Epsom Generator to be located at Library:** It is not feasible to store the generator at the new office location due to setback requirements from the building, so they have been discussing storing it at the library and asked if any Department Heads have input. Stewart Yeaton indicated that it makes sense to have it at the library location in case of a large emergency – that area could serve as a back up location for EOC. Stewart will look up the regulations about where the generator can be located in regard to the propane tanks. George Carlson asked whose propane tank it will be connected to. Keith said it will be connected to the library’s tank, and Joanne indicated that the BOS is still responsible for all costs to maintain it. The only propane used will be to test it weekly – which is very minimal. Bob suggested that Herb Bartlett be contacted about the change of location. Nancy said it has been discussed that Rockingham County Towing will move the generator with his ramp truck. A pad will need to be poured at the new location – the form for it is located behind this building.
- B. **Deeded Property** – the letter to property owner was reviewed.
- C. **Lord’s Mill Road – Safe Access to US Rte 4** Keith said there is some concern by a resident on Lords Mill Road regarding the new traffic light that is being installed at the intersection of Route 4 & 107. Keith said it has been discussed to investigate re-

routing the end of Lords Mill Road to North Road. He suggested a local committee be formed to investigate this solution.

**D. Zoning Compliance Officer Study Committee** A total of 13 volunteers have signed up to be part of this committee. Joanne feels there is a good mix of people with varying opinions. She suggested randomly choosing 5 people to serve on the committee. Keith's opinion is that anyone with any zoning violations should be excluded as they may create a bias. He also reminded the BOS that some people felt that full time employees should not be included. Joanne disagrees with the thought of excluding anyone with a zoning violation. Dave Fiorentino's opinion is that it should be a random draw. Keith & Bob would like each BOS member to choose 5 candidates & choose from them. Joanne feels strongly that it should be completely random draw. She would also like each volunteer to come before the board before their first meeting to review the charter and their responsibility on that committee.

Keith suggested drawing 5, plus 2 alternates and meet with the 5 candidates, if the BOS deemed it necessary after the interview, an alternate will be selected. A random draw was held:

1. Scott Elliot
2. Jeff Keeler
3. Larry Caraway
4. Dave Fiorentino
5. Al Kulatz

Alternate 1. Barbara Clark

Alternate 2. Ralph Weeks

Candidates will be invited to a BOS meeting for a brief general interview in June.

**E. Letter to Epsom Citizens** Joanne drafted a letter in response to Gloria Reeves and also a letter to the Editor. Deb proofed it and a copy has been provided to the other members for review. Joanne will have Debbie print a final copy. This letter will be abbreviated for submission to the paper.

## MINUTES FOR REVIEW AND DISCUSSION

- **Draft – May 10, 2010** Keith made a motion to approve these minutes as amended. Bob seconded the motion. All in favor.
- **Final – May 3, 2010** Keith made a motion to approve these minutes as presented. Bob seconded the motion. All in favor.

## CONFIDENTIAL

- 2 Letters from The Munilaw Group
- 1 Letter from Devine Millimet

## FOR YOUR INFORMATION (No action required)

- **Lien Execution Report** was reviewed
- Letter from Avitar
- **Invitation to participate in Emergency Drill – Unutil** May 26 from 8 AM – 4 PM located at Unutil's Concord Office on Maguire Ave.
- CDFA Consolidated Plan Public Input Opportunities
- Floodplain Management Workshop – (Jay attending)
- 2010 Census
- 2010 Labor Law Training
- Letter from Tarbell & Brodich

### **ANY OTHER BUSINESS BROUGHT FORWARD BY THE BOARD**

#### **Board Member Liaison Reports**

Bob said Gordon will be doing lots of little clean up jobs this week. Betsy said there are a lot of potholes near her house.

Bob said he talked to Cherylann to advise her that the generator may be moved to the Library. Bob said he spoke to Rick Baker at First Electric about the wiring at the new location. Joanne received a letter from the LGC regarding a Local Energy Solutions Conference for municipalities.

Keith reported that the conditions for Adam Towne's subdivision are being narrowed down by the Planning Board.

Betsy suggested that the River Avulsion meeting on June 21 be held at a larger facility than the Town Office in case there is a large showing. Keith suggested we hold a joint meeting with Chichester, Allentown & Pembroke & formulate a plan before inviting any elected State Officials. Include Selectmen, Emergency Management members, and whatever Department Heads each town feels is appropriate.

**8:35 PM** Bob made a motion to adjourn. Keith seconded the motion. All in favor.