

**TOWN OF EPSOM
BOARD OF SELECTMEN
Monday, October 25, 2010**

Bob _____
Keith _____

Final _____
Accepted _____
Accepted as Amended _____

Present: Keith Cota, Vice Chairman; Bob Blodgett; Darlene Phelps, Recording Secretary
Also in Attendance: Andrew Walton; Jay Hickey; Frank Eaton; Len Gilman; Marylou Lafleur Keane; Barbara Clark; Nancy Wheeler; Dave Fiorentino; Betsy Bosiak; Phil Demerit; Mary Frambach

6:15pm Keith called the meeting to order and asked Jay Hickey to lead us in the Pledge of Allegiance.

6:30pm **Budget Presentations**

- **Zoning Compliance:** Jay Hickey presented the proposed budget for Zoning Compliance. Jay is not requesting a salary increase due to the economy, and he is looking to reduce the hours of his assistant to approximately 125 hours per year (down from 200). Jay stated that his department has not requested COLA or merit increases since 2008. Jay said he may make further adjustments before the BOS must present to the Budget Committee on November 14.
The overall proposed budget for Zoning Compliance is down \$64.00 (.14% decrease).
- **Conservation** Alison Parodi sent a written explanation for the proposed budget for Conservation. She said they are continuing to work with SEA on maintenance projects (trail building, etc.), which is the reason for the increase of \$400. They did not fund the Youth Conservation Service Award and haven't in several years, so this line has been reduced to zero. She has requested an increase in Land Management by \$500 and increased Land Acquisitions & Easements line by \$2000 in hopes of acquiring new easements or land. Any money not spent in the budget year will revert to the Conservation Fund – not the general fund, which will help to replace the money that was spent to acquire the 3 easements this year. The overall budget has an increase of \$2820.00 (58.45% increase). Andrew Walton asked how the BOS feels about Conservation acquiring land and taking it out of taxation. Keith noted that he supports reasonable and supportive acquisitions and would question conservation protection within commercial zone locations. Nancy indicated that some of the residential properties that were acquired this year were in Current Use, so the tax impact was minimal. There was a brief discussion about the Conservation Trust Fund.
- **Planning** Phil Demerit presented the Planning Board proposed budget which includes increases due to the completion of the Master Plan, the Subdivision Regulations & the CIP and printing and publishing will need to be done. He is also anticipating an application for a large apartment complex early next year, which will incur costs of engineering & architecture. He also said the Board needs more updated books & periodicals as the Board is falling behind. The overall Planning Board

budget as proposed results in an increase of \$2,640. Keith questioned the need for the increase in printing and publishing, and regulatory planning updates. After further discussion, it was agreed to hold the regulatory planning update line to last year's level. Keith noted the BOS may be revisiting the printing and publishing increase as the whole budget is considered.

- **Zoning** Glenn Horner provided a written explanation for the reduction in his proposed budget of over \$4000 (approx. 43%). Glenn does not anticipate next year being much busier next year than this year, and is budgeting for 8 cases. Keith said if the ZBA is busier than expected – then the lines will be overspent, but the Town will receive the revenue. Nancy said this is true; however whatever amount the ZBA overspends will have to be under-spent in some other budget lines outside of the ZBA.

Discussion on the Budget:

Nancy asked if the BOS foresees a line item for funds for the Historic Meetinghouse or a Warrant Article. Keith stated that he would rather see a Warrant Article. He said he recognizes it is a difficult task, however according to the Grant requirements; the Meetinghouse must be put to public use. Andrew Walton noted that twice the Meetinghouse Committee has had incomplete information and is hopeful that the committee will be better prepared this year. Nancy said the new regulation that requires that utility companies be taxed on their property will cost Epsom approximately \$1500 for increase work by the assessor, and this expense will more than likely happen next year.

Keith asked Nancy when the COLA rates will be available. Nancy said she should be able to have that for next week.

Nancy said we are waiting for bids for mapping & assessing and should be receiving rates soon from Mason + Rich for auditing.

Nancy said she has not seen anything from the Visiting Nurses & doesn't expect an increase. Bob said the changes from BCEP will be minimal and he'll get that to Nancy before next week.

FOR SIGNATURE

1. **Accounts Payable** has been signed.
2. **Manifests** have been signed.
3. **Appointment Papers** Keith made a motion to appoint Sonja Knowles as Inspector of Elections from 11/1/10 – 11/1/12. Bob seconded the motion. All in favor.
4. **Intent to Cut** The property is located at Tax Map / Lot # R01-15 Jug City Road. Keith indicated the application is in order and the taxes on the property are up to date. This was signed.

FOR DISCUSSION

- A. **LGC Insurance Agreements** Barbara said this paperwork has been provided for the BOS review, however she is still waiting for more information from SVRTA. She said there is no rush on this – we have another 3-4 more weeks to make a decision based on the information we receive from SVRTA.

- B. Planning Board Request for Additional Key for Meeting Room:** Nancy said she believes that the policy states that only Chairpersons are to have a key to the Meeting Room. Keith would like to see the written policy and will ask Debbie to put this item back on the agenda for next week. Betsy said the reason for the request is to allow her to catch up on the Planning Board filing; it sometimes takes 4-5 hours.
- C. Request to “Carry-Over” Vacation Time:** Highway Department employee, Scott Elliot would like to carry over his vacation time to next March or April (maple syrup time), which by that time he will have up to 134 hours of vacation time. The time he has now will expire at the end of February 2011. The Highway Department is not very busy that time of year and Gordon has approved the request. Keith recommends that Scott be advised that his request is premature and suggests that he make his request at the end of January and Nancy will provide him with the proper process for his request.
- D. Perambulation with the Town of Allenstown:** Keith said a letter was sent to Allenstown indicating it is time to check the town line boundaries and they responded that they would like to schedule a town line walk. Keith indicated that he will coordinate with Paul Apple, Town Administrator for a walk along the town line hopefully before snow falls.
- E. Northeast Security Quote:** Barbara & Bob met with Craig Stevenson and received a quote for \$1515.00 for a security system similar to that at the Police Station. Barbara said she has questions on the quote as to whether the cost includes a keypad. The price would include 5 panic buttons (one each for the Town Clerk / Tax Collector, one for the front of the office near Debbie’s desk, one in a central location behind Barbara’s desk & one in the Welfare Office). This includes one year of monitoring. Keith asked Barbara to check & see if installing a security system will lower our liability insurance. Frank Eaton suggested that it may lower the Worker’s Compensation rate because it’s preventing harm to an employee. Barbara will call Northeast Security with some additional questions, and will inquire with the LGC about insurance and this will be discussed further at a later date.
- F. Bid Advertisement – Union Leader** The cost to advertise in the Union Leader for two days this week is \$183.00. Keith asked Barbara if she feels that advertising in the Concord Monitor & the Hooksett Banner will be sufficient. Barbara responded that those who are specifically looking for bids will likely look in the

Concord Monitor, last time she used these 2 papers and received 6 responses. She also indicated that she could mail or email a bid invitation to some other local assessors. Keith and Bob agreed not to advertise in the Union Leader.

MINUTES FOR REVIEW AND DISCUSSION

- **Draft – October 18, 2010** Keith made a motion to approve these minutes as amended. Bob seconded the motion. All in favor.
- **Final – October 11, 2010** KEITH MADE A MOTION TO APPROVE THESE MINUTES AS WRITTEN. BOB SECONDED THE MOTION. ALL IN FAVOR.

FOR YOUR INFORMATION (No action required)

- Letters from ZCO
- NHDES Wetlands & Non-Site Specific Permit 2010-02566
- **Advanced Car Control Certificates:** Barbara Clark, Jay Hickey & Debbie Tibbetts received certificates from LGC for completion of this class.
- **ZBA Record of Decision:** Dave Stevens' application to the ZBA was denied.
- **Town Building Inspections:** The Old Library building temperature is 52 degrees, the Historic Meetinghouse is 48 degrees, and the Town Hall temperature is 50 degrees. Bob said the water should be turned off at the Town Hall. Dave Fiorentino said he asked Barbara about using the Town Hall for Zoning Compliance Officer Study Committee meetings and Barbara said no because there is no water in the building. Bob said he had already indicated that he would turn the water on if there were requests to use the Town Hall and that he will reiterate this to Barbara.
- **Community Action Program** Nancy indicated this information is in the Budget already in the amount of \$4501.
- **Letter from citizen:** Hellmut Seidenburg submitted pictures of his property when it is wet & when it is dry. Keith said the pictures will become part of the file.

ANY OTHER BUSINESS BROUGHT FORWARD BY THE BOARD

Dave Fiorentino presented copies of correspondence between him & Jay Hickey in regard to his property not being in compliance. Dave stated he is being fined for parking his seal coat truck on a non-bermed area; however Dave stated that his site plan regulations only require parking on a bermed area if there is bulk material being stored in the truck. Keith feels that Dave's issues have to do with the interpretation of the zoning approval conditions by the Zoning Compliance Officer. Keith explained that the BOS has no authority to change the interpretation of the ZCO and can only address where the fine is appropriate or should be waived. Dave said he intends to remove the berm for the winter & Keith indicated that he's not sure that would be in compliance with his approved site plan. Dave said the letter that he received from Jay does

not answer any of the items in Dave's response letter, and therefore he is appealing the fines because they are premature. Keith said he will request that this be placed on the agenda for discussion with Jay next week. Keith reiterated that Dave cannot appeal this decision to the BOS; he must appeal the decision to the ZBA and/or the Planning Board. Dave said he is only appealing the fines due to the timing of it. Dave also said he has asked that Jay advise him when he is going to inspect his property so he can meet him there.

Dave stated that Jay passes several zoning violations on his way to his property that he completely ignores. Keith advised Dave to provide a list of those violations at next week's meeting and Jay will be asked to review them.

Len Gilman asked how fine amounts are determined. Keith replied that the maximum fine is set by zoning ordinance – up to \$1000 per day per violation, and the Zoning Compliance Officer has the authority to determine the fine up to that amount.

Board Member Liaison Reports

Bob said Center Hill Road has been ground from Mountain Road to Baldy's field and the shoulders have been completed on New Orchard Road.

Keith said he had a meeting last week with the Suncook River Avulsion group & NH DES & CNHRPC, and CHRPC will be the lead spokesperson for this group. They will be responsible for organizing meetings & taking minutes. CNHRPC received a grant in the amount of \$350K about 9 months ago & they will be sending out RFP's for engineering soon.

Several short/mid/long term repairs were discussed, along with several FEMA property buyouts taking place in Pembroke and Allenstown

Keith said Dick Verville will be leaving the State Emergency Management Department and going to the Federal level and feels this is a loss to the Town of Epsom, as now someone new will have to become acclimated to the project.

CNHRPC will likely be scheduling another meeting in December.

Keith noted that Governor Lynch has an interest in meeting with the group again, but the group feels that they do not have any more information to give the Governor at this point.

Len Gilman asked out of curiosity if a landowner is allowed to remove fallen trees from the river if located in front of their property. Keith indicated that a permit must be obtained from the State of NH (NHDES) to remove the trees. There was a brief discussion about how this may not seem logical, however it remains the regulatory requirement.

There is a Planning Board meeting Wednesday, October 27.

Bob will round up volunteers to set up & clean up for voting on November 2.

8:30 PM Bob made a motion to adjourn. Keith seconded the motion. All in favor.