

**Town of Epsom  
Board of Selectmen Meeting  
Monday, October 5, 2009**

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

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

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

**Also in Attendance:** Fire Chief Stewart Yeaton; Catherine Costanzo; Don Penland; Michael Ramsdell; Cec Curran; John Cronin; Marylou Lafleur-Keane; Gary Perry; Nancy Wheeler; Dawn Blackwell; Kathy Bailey, Hooksett Banner; Barbara Clark

**6:15 PM** Bob called the meeting to order and asked Catherine to lead us in the Pledge of Allegiance.

**6:15 PM** Joanne made a motion to go into Non-Public Session under RSA 91-A:3-II-e (Litigation). Keith seconded the motion. All in favor.

**7:12 PM** Keith made a motion to come out of Non-Public Session. Joanne seconded the motion. All in favor.

**7:13 PM** Joanne recused herself due to her business dealings with the resident. Bob made a motion to go into Non-Public Session under RSA 91-A:3-II-c (Reputation). Keith seconded the motion. All in favor.

**7:29 PM** Keith made a motion to come out of Non-Public session. Bob seconded the motion. All in favor.

**7:30 PM** **Budget Presentations:** Joanne noted that there are 27 pay days in 2010, so each department's salary line will have an increase. Joanne feels that the departments that did not get a salary increase last year, should be considered for an increase this year – perhaps 6.5%. Marylou Keane & Nancy Wheeler stated that there is no COLA for the Northeast this year, and actually a 4.2% reduction from November 2008.

**Town Clerk / Tax Collector:** Dawn Blackwell presented her 2010 Town Clerk budget which includes a 5% salary increase and also the additional for the extra pay day. She has budgeted for a new computer, additional funds for more elections than were held in 2009, and a reduction of her postage line. Overall Department budget increase of 6.71%.

Dawn also presented the 2010 Tax Collector budget which also includes a 5% salary increase and also the additional for the extra pay day. She has budgeted extra money for additional tax liens, and a new computer for the Tax Collector. Overall Department budget increase of 9.23%.

**Cemetery:** Nancy Wheeler said the proposed cemetery budget is the same as 2009; however they will be presenting a Warrant Article to cover the cost should the Town accept to take over Gosseville Cemetery.

**Parks & Recreation:** Gary Perry presented the Parks & Recreation budget which has a 0% change from 2008. He is planning for additional lighting in the field, install a sink at the bathrooms & improve the playground; so the Park Improvements line is staying the same for next year. Keith commended Gary on the work that he does with his limited budget.

**Swimming:** Nancy Wheeler said that Alison Parodi will discuss this when she comes in for Conservation Commission, and the 2010 budget amount will be the same budget amount from 2009.

**Town Office:** Nancy Wheeler presented the Town Office Budget. This 2010 proposed budget not include a salary increase for the Selectmen. An increase is included for Rentals/Leases because the lease on the Town Office Building is up in 2010, and there is a possibility that the Town will continue to lease this building, which will be at an increased amount. There's also a slight increase in postage, mileage reimbursement & telephone. There is a request to use \$2500 of interest from the Morrison Fund to purchase 2 new computers. (There is approximately \$23K of interest in this fund.) There is an overall budget increase of 16.14%.

The Secretarial/Administrative budget includes a 3% salary increase for Debbie & Barbara, along with the additional pay day in 2010. This proposed budget also includes a slight increase for mileage reimbursement and training & conferences. This proposed budget includes an overall increase for the Department in the amount of 6.03%.

**Nancy reviewed the following additional proposed budgets:**

**Executive/Moderator, Executive/Trustee of Trust Funds, Executive/Budget Secretary, and Executive** - Nancy stated these departments keep the salary lines the same as last year. The Executive line includes an increase in furniture/fixtures for a new desk and file cabinets for the Welfare Department, which may be needed if we acquire more office space.

**Financial Administrative:** This includes a 3% increase in salary along with the additional pay day. There is a slight increase in Training & Conferences and the Computer Support Expense line, which includes the support amount required for the Direct Deposit software. And a slight decrease in Dues & Subscriptions. This overall Department budget has an increase of 5.75%.

**Financial Administration - Auditing/Assessing:** This line shows a decrease of 7.4%.

**Financial Administration – Treasurer, Revaluation of Property, Legal expense, Personnel Administration:** Only increase in these lines is for Social Security & Workers Compensation.

**General Government Buildings:** This proposed budget shows an increase in Custodial Services to clean the Town Office building, a slight increase in electricity & building repairs. It also shows a significant decrease in heat & oil, and grounds keeping. This proposed budget shows a decrease of 16.19%.

**Insurance / Computer Maintenance:** This budget remains the same as 2009.

**Waste Disposal:** This amount is from BCEP's draft budget, which has a decrease of 13%.

**Other Sanitation:** This budget moves the septage disposal amount of \$500 to a line for Mosquito Control, so the budget amount remains the same.

**Water:** Nancy said she has not heard from the Water District if there will be rate increases.

**Other Health:** Nancy said this line is at the same amount for right now also.

**Patriotic Services & Town Band:** Nancy stated that these two departments have requested the same amount as last year.

**Debt Service:** A library bond has been paid off, so this line has a 100% decrease.

The BOS expressed their desire to be made aware of all Warrant Articles as soon as possible and at the latest when each department presents their proposed budget.

**8:40pm Penny Graham LCHIP Grant** – Penny presented and reviewed the draft of the grant she is working on for the Meetinghouse.

#### FOR SIGNATURE

1. **Accounts Payable** has been signed.
2. **Manifest** has been signed.
3. **Payroll** has been signed.
4. **Utility Easement Deed for Water Street** has been signed.

#### FOR DISCUSSION

- A. **2010 Ballot for NH Association of Assessing Officials** - Joanne said we receive this every year, and the BOS does not wish to add any write ins.
- B. **Winterizing Old Town Hall** – Joanne said that when the bid for oil was requested, the Old Town Hall was included. After a brief discussion, it was decided to turn off the water and keep the heat at 50 degrees. Based on this decision, the Town Band will be able to store their instruments in this building if they desire. Bob also stated he'd be going into the building periodically to check things out.
- C. **Review request to unseal confidential file 9/14/09** - Joanne said that Tony advised that these can be released; however names have been redacted (with the exception of the BOS) to protect the town from further litigation. It was decided that due to other pending litigation, the BOS would like to get advice if this is the proper time to release these minutes.

#### MINUTES FOR REVIEW AND DISCUSSION

- **Draft – September 28, 2009** – Joanne made a motion to accept these minutes as amended. Keith seconded the motion. All in favor.
- **Final – September 21, 2009** - Joanne made a motion to accept these minutes. Keith seconded the motion. All in favor.

#### FOR YOUR INFORMATION (No action required)

- **Completed Allentown Septic Agreement**
- **DES Shoreland Permit application as abutter**

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

Keith said he met with the Police Chief Preve & the Chief noted that he will be presenting a Warrant Article to request an additional Police Officer. This will allow for coverage during vacations and when officers are in court. He also said Chief Preve is concerned with the age of roof of the PD and will likely be requesting to replace the roof. The PD is also considering applying for grant money for a light trailer.

Town Office Building Committee will be meeting next week. Dawn & Nancy are looking into finances / bonds and things of that nature for this new building. Keith suspects he will be ready in November to give a presentation to the BOS.

Joanne said she reviewed the Hazard Mitigation Plan and there will be an e-meeting to review that. She said she has received the FD budget & they will be budgeting for new turnout gear.

9:23 PM Joanne made a motion to adjourn. Keith seconded the motion. All in favor.