

**Town of Epsom  
Board of Selectmen Meeting  
Monday, October 12, 2009**

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

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

**In Attendance:** Bob Blodgett, Chairman; Keith Cota; Darlene Phelps, Recording Secretary  
**Not In Attendance:** Joanne Randall, Vice Chairman

**Also in Attendance:** Penny Graham; Phil Demerit; Betsy Bosiak; Mary Frambach; Carol McGuire; Barbara Clark; Rick Bilodeau; Wayne Preve; Debbie Tibbetts; Nancy Wheeler; Dave Fiorentino; State Representative Carole Brown; Marylou Lafleur-Keane; Harvey Harkness; Bradley Keyes

**5:30 PM Attorney Consultation**

**6:30 PM** Bob called the meeting to order and asked Carol McGuire to lead us in the Pledge of Allegiance.

**6:30 PM Penny Graham LCHIP Grant** – Penny presented the LCHIP Grant as she has prepared it. The total value of the grant is \$21,200, and if the town is awarded this grant, we must have \$5,000 tax dollars for matching funds. Keith made a motion to apply to LCHIP for a NH Land & Community Heritage Investment Program for a project application at the Epsom Historic Meetinghouse for the project value of \$21,200, and to authorize the BOS Chair to sign the application upon its completion. Bob seconded the motion. All in favor.

**6:40pm Staff Discussion:** Keith said he would like each department to prepare a list of their top 4 or 5 accomplishments year to date for the benefit of the Budget Committee & the general public. He asked Debbie to gather that information from each department for this purpose.  
**Nancy Wheeler:** NH Retirement System said they have not audited the Town of Epsom since 1997 and so they will be auditing the Town this year. She also received a call from DRA and they are ready to set the tax rate. Nancy said she advised DRA that the BOS would like to do this in a public meeting, as was done last year. The date/time was set for Thursday, October 15 at 8:00 AM. The State's Rooms & Meals tax amount the Town will receive is \$206,790, which is more than what Nancy estimated.

**Roderigo Marian – Rte 28 Corridor Study Safety Audit:** Not in attendance. Betsy asked if the BOS has signed this –The BOS replied that the report is still under review by the Selectmen.

**7:00pm Budget Presentation**

**Planning Board:** Phil Demerit presented the proposed Planning Board budget, which includes a slight increase in a couple of lines including the Capital Improvement Plan and several reductions, which results in a total Department reduction of \$292.00 (1.16%). Keith asked if Phil feels the fee structure should be changed & Phil said he wasn't sure at this time.

**Emergency Management:** Rick Bilodeau reviewed his proposed budget which includes an increase in many line items; salary, printing & publishing; grant matching funds, telephones, equipment purchases. He will be proposing a Warrant Article for \$5,000 to establish a Capital Reserve Fund for the purpose of grant matching funds. Rick said he has prepared the Draft Warrant Article & forwarded it to Joanne who sent it to Tony for review. He said the Town doesn't have any traffic cones or barricades, so he's hoping to purchase some each year to gradually equip the emergency response trailer. This proposed department budget includes an increase of 58%. Keith inquired as to whether any other Department's budget could acquire the needed equipment (i.e.: Highway Department). Rick replied that he felt it is important to have this equipment readily available for emergency responses.

**Police Department:** Wayne Preve presented the proposed PD budget which includes an increase for the County Attorney – there is a 3 year agreement that will gradually increase the annual amount from \$5,400 in 2009 to \$10,400 in 2012. The Town of Epsom received approximately \$37K in services for the \$5400 paid. The budget includes a large decrease in the Dispatch line of almost 50%, a slight decrease in gas, medical miscellaneous, and heat & oil. There is an increase for Court & MV hearings and overtime, health insurance, electricity, building repairs & maintenance and the vehicle line because the PD would like to replace the 2007 Crown Victoria with a 4 wheel-drive.

The PD currently has:

\*1 each of 2007, 2008, 2009 Crown Victorias

\*1 Ford Explorer

The salary lines include an increase of 8.8% for all Department employees. He used the savings in the dispatch line to offset the salary increases.

The overall increase to the PD budget is 5.5% which includes the extra pay day in 2010.

He will be requesting a Warrant Article for an additional Police Officer, which will bring the Department up to 7 full time officers; this is in line with neighboring communities. He explained that the additional officer would provide double coverage in the town, allow for relief for officers taking leave time or court time and allow the Sergeant more opportunity to work primarily with investigations. Chief Preve also noted that there is a POD Drill on Sat., Oct 17 at Coe Brown, and the public is invited to come get a free flu shot.

#### FOR SIGNATURE

1. **Accounts Payable** was signed.
2. **Manifest** was signed.
3. **Avitar Associates of New England – Assessor's Agreement:** Barb explained that this agreement is for the final year of the 5 year agreement. Avitar is available to meet with the BOS if there are any questions. This year the Town is due for a town-wide reevaluation. Keith made a motion to sign the 5<sup>th</sup> year agreement with Avitar. Bob seconded the motion. All in favor.
4. **Land Use Change Tax - Mount Delight Road & Center Hill Road:** Barbara explained that this is to remove these two properties from Current Use. These were signed.

#### FOR DISCUSSION

- A. **Review request to unseal confidential file 9/14/09:** The BOS granted the request to unseal the non-public minutes

relative to the Gordon Ellis case. All redactions will remain as is per direction from Town Council Tony Soltani.

- B. Direct Deposit:** Nancy said there are 4 different agreements that need to be signed by the Town Treasurer. The minutes need to reflect that a vote was taken to offer Direct Deposit, and what service(s) will be offered (multiple accounts/banks); so they can be attached to the agreements. The BOS would like Tony Soltani to review the agreements before they are signed. Keith noted that he'd like the agreements to be reviewed by Tony before an official motion is made.
- C. Town Report Quote:** Debbie Tibbetts said the quoted amount is the exact amount as last year, which includes pictures on the front & the back. Keith noted that he was very pleased with the Town Report last year & would like to have them prepare it again this year. Bob agreed.

#### **MINUTES FOR REVIEW AND DISCUSSION**

- **Draft – October 5, 2009:** Keith made a motion to approve these minutes as amended. Bob seconded the motion. All in favor.
- **Final – September 14, 2009:** Keith made a motion to approve these minutes as written. Bob seconded the motion. All in favor.
- **Final – September 28, 2009:** Keith made a motion to approve these minutes as written. Bob seconded the motion. All in favor.

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

##### **Liaison Reports:**

Bob said Gordon has advertised the bids for Lockes Hill Road, Drolet Road & New Orchard Road culvert replacements.

Gary Perry is working on the gate for the swimming hole.

Keith is meeting with the Town Office Building Committee for further discussion on concept layout and parking lot expansion, and request for proposals (architectural & construction proposals). He's hoping to be ready for a presentation to the BOS in November. Keith will not be in attendance at the next two BOS meetings.

The Sexual Harassment prevention training will be on Wednesday afternoon.

Mary Frambach asked if the BOS meeting agenda can be posted on the website on Friday as opposed to Monday. Bob and Keith agreed that's a reasonable request and will ask Debbie to do that from now on.

**8:15 PM** Keith made a motion to adjourn. Bob seconded the motion. All in favor.