

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

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

**Town of Epsom  
SELECTMEN'S MEETING  
Monday, November 3, 2008**

Present: Bob Blodgett, Chairman; Joanne Randall, Vice-Chairman, Keith Cota, Darlene McIntosh, Recording Secretary

Other attendees: Bob Griggs, Cecil Curran, Nancy Claris, Roberta Mungeon, Gordon Ellis, Andrew Walton, Betsy Bosiak, Joni Kitson, Mary Frambach, Cherylann Arvanitis

**6:15pm** Bob called the meeting to order, and asked Cherylann Arvanitis to lead the Pledge of Allegiance

**Gordon Ellis - Pole Licensing** Gordon explained that he has requested several poles on Swamp Road and Center Hill Road to be adjusted by Fair Point due to ditch improvements. He noted that he is generally happy with the result with the exception of one support pole which he plans on having addressed by Fair Point. He requested the Board approve the Pole Licensing. Keith made a motion to approve the Pole Licensing for pole # 9AA7R2 on Swamp Road. Joanne seconded the motion. All in favor. Keith made a motion to approve the Pole Licensing for pole # 9AA7RX on Center Hill Road. Joanne seconded the motion. All in favor.

**6:30pm** **Staff Discussion** – Barbara Clark advised the BOS that the rate quote for Worker's Compensation for 2009 from Primex is \$30,435, and the rate from LGC is \$15,347 with a Trim discount (otherwise \$20,739). The difference in the premium cost is due to the risk management formula used to determine the rate. Barbara explained the discounts of \$1037 & \$4355. Barbara prepared a letter for the BOS to sign if the 2009 LGC's rate is approved giving notification to Primex for the non-renewal at the end of 2008 in accordance with the Town's current contract.

**Town Department Head Budget Presentation**

**6:40pm** **Library** – Cherylann Arvanitis presented the Library budget. She explained the 2009 budget has an increase of 14.9% over last year's budget. This increase is due to several items including increased cost for resource materials (13.2%), building maintenance (24.4%), salaries (6.5%) which include COLA of 5.7% with 0.5% merit, other miscellaneous items (79.4%) which includes a new line for legal expenditures in the amount of \$3,000. The bottom line of the library budget is \$155,998 for 2009; an increase of \$20,245 over 2008. Keith inquired as to how the Library Trustees are accounting for the cost to maintain the old library currently under consideration for use by the Epsom Historic Association. Cherylann explained that the cost for fuel, electricity or other maintenance is not included in the library's budget as the cost will be paid through Non-Lapsing Account by donations from the Historic Association. Keith asked if the Library Trustees have entered into an agreement with the Historic Association for the use of the building. She replied that the Trustees are working on the agreement and it is currently under review by their attorney. Keith suggested the agreement should be executed soon to cover the ongoing use of the town building so there

is a clear understanding as to liability to reduce the risks to the town. Joanne inquired as to the company they use for purchasing the library books. Cherylann noted that the Trustees uses Baker and Taylor and get the books at the State discount rate which will increase by 43% on hard cover books and 30% on soft cover books.

**7:10pm Welfare** – Lee Bartlett was unable to come tonight so Nancy presented the budget on her behalf. The Welfare Department has an overall decrease of 11%. Leigh has requested to remove the line for Training & Conferences and Mileage Reimbursement, as she intends to pay for that herself; however the BOS has decided that those lines should remain at \$100 for Training & Conferences and \$30 for Mileage Reimbursement.

**7:30pm Health** – Cecil Curran presented his proposed budget. He noted the biggest change is with the increased mileage.

**7:50pm Budget Review / Adjustments**  
Joanne asked if Keith or Bob had considered the request from the Red Cross and CASA for a donation. Joanne feels we should not be adding any more line items to the budget. Keith feels that the Red Cross gave a great deal of assistance to the disaster victims in Epsom over the past couple of years, and thinks we should give back. After a brief discussion it was decided not to give a donation this year due to limiting the tax impact, but would be willing to reconsider it in future years.

**FOR SIGNATURE**

1. Accounts Payable was approved for payment.
2. Payroll was signed.
3. Manifest was approved.
4. Request for Leave (2) was granted.
5. Intent to Cut was signed. Keith noted that several recent Intents to Cut will have an impact on town roads and may cause damage to them if the forester is not careful. He noted that the Town cannot request a bond from the home owner or the agent doing the cutting in accordance to Forest Conservation Statutes. He explained the only action the town could consider is to post the roads to a lower weight limit if the road agent identifies the logging operation is damaging the roads due to heavy vehicles (RSA 231:191). Barb recommended that a representative from the State Forester meet with the Board to discuss how best to protect the town roads due to actions of loggers. The Board agreed that this would be appropriate.

**FOR DISCUSSION**

- A. **Set Deliberative Session – Nancy indicated the deliberative session** must be between Jan 31 and Feb 7. There was discussion about which is the best date, taking into consideration preparation for it, and allowing for a snow date, and being sure the school gym will be available. The tentative date recommended by the Board is 2/7/09 with a backup date of 2/10/09. Nancy will confirm the availability of the school gym for those dates.
- B. **Proposal for renting building & land at 232 Black Hall Road** – This request was for the Highway Department. Nancy suggested that if the BOS is interested in this proposal, it would likely require a Warrant Article or a line item on the budget. The 1<sup>st</sup> property available is the Gambrel w/ Garage located at the old Cutter place which is owned by Larry Barton and has 1600 SF with a 2<sup>nd</sup> floor

for storage or office space heated with oil. The proposal would lease the building out at \$1800/month. The second structure would be a salt shed, which Mr. Barton would build for rental to the town. Keith inquired as to why the current site does not meet the Road Department's needs and questioned the cost effectiveness of leasing the property at this time. The Board agreed that no action will be taken at this time on this option for lease.

- C. **Police Department** – The Chief has submitted a request to the Board to increase the officers' salaries by \$0.89 per hour and to take effect on 11/29/08. Joanne made a motion to approve the changes as requested by the Chief of Police, and as previously discussed with the Chief. There was no second on the motion. There was further discussion to clarify as to whether this is a one-time increase to use the balance of unused funds that were previously allocated for an officer (that is no longer employed at the town) or a whether this would result in a hourly increase affecting next years budget. If this is a permanent increase, and the budget fails – then that new pay rate would not be included in the default budget. This would result in the potential loss of an officer to cover the increase pay rates. Joni Kitson stated that since the Warrant Article for salary adjustments failed last March, she questioned that the Board could not legally approve a salary increase. Keith agreed that the warrant failure last year may complicate the salary adjustment and he expressed his concern that the Town of Epsom needs to compensate the Police Officers appropriately and if a salary adjustment does not get approved, the Police Department may be down additional staff, resulting in extremely less cover-time. He suggested that the Board consider an end of the year stipend for appreciation of the officers' assistance with extra duties to maintain the greatest extent of coverage possible. Keith agreed to contact Wayne Preve and discuss with him the intent of this letter and options the Board may have. Joanne rescinded her motion. The BOS will consider this again next week.

- D. **Letter from R. Frambach** – The board received a letter from Richard Frambach regarding the damage done by the town to the stone wall by the Cass Road Bridge. He is upset that the BOS has not responded to his letters, and requests for the town to fix his stone wall. Bob replied that he has responded, and has met with DES, and permits must be obtained in order to rebuild that wall. It has not been established that the damage was caused by the Town. Keith asked if the damage could have been done by high water and Joni Kitson said that this issue started before the high waters, and the Highway Department has been instructed by the previous BOS to obtain prices to fix Mr. Frambach's wall. However no authorization was given to fix it. She said there should be documentation in previous BOS minutes to this effect. Mary Frambach said that there is a major drainage problem in that area that is being caused by the way the water is diverted since the

bridge has been closed. Bob agreed that this area is a problem but it has been a problem for many, many years and he stated that he has been working for 2 months to try to get this bridge open. Bob said he'll go there again after elections and inspect the culverts and ditches again; the last time he checked them they were all cleaned out. Mr. Frambach has offered to obtain a cost for the repairs; Keith suggested that we ask him to get that estimate and provide it to the board for consideration. Also, he suggested that the BOS look through past minutes to see what responsibility the town has committed to for these repairs and to ascertain why the BOS made this commitment

Bob will ask Debbie to send a letter to Mr. Frambach.

- E. Intent to Cut – Previously discussed. 08-149-19 / 08-149-18

### MINUTES FOR REVIEW AND DISCUSSION

- **Draft – October 27, 2008** – Joanne made a motion to approve the draft minutes of 10/27/08 as revised. Keith seconded the motion. All in favor.
- **Final – October 20, 2008** – Joanne made a motion to approve the final minutes of 10/20/08. Keith seconded the motion. All in favor.

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

- a. Comcast Price Adjustments
- b. Town of Allenstown – Primary Applicant CDBG
- c. Miscellaneous Folder

### ANY OTHER BUSINESS BROUGHT BEFORE THE BOARD

**Discussion on Warrant Articles:** Currently there are three Warrant Articles to present to the Budget Committee. The BOS is strongly discouraging Warrant Articles, and instead keeping all expenses in the budget for cost to provide town services. There was discussion about Warrant Articles for Capital Reserve Funds for bridge projects. The BOS reviewed the current balance of Capital Reserve Funds and projections for next year's town share on several ongoing projects.

Joanne asked if either Keith or Bob has considered the Elderly Exemption Warrant Article. This would increase the limit for Elderly Exemption for a single person from \$18,000 to \$25,000; and a couple from \$25,400 to \$30,000. The BOS will discuss at our next meeting.

Nancy stated that in regard to the Meetinghouse, the town has applied for several grants for improvements to this building, but once all of that is done; there are no other funds available to do anything else with the building. There are funds being budgeted in the 2009 budget for oil & electricity but currently there is no heating system. We received an L-Chip grant for \$195,000 for improvements for the building. Andrew asked what has been accomplished. Bob replied that several items have been addressed such as the new roof, painting the exterior, etc. Keith noted that no representative from the Meetinghouse Committee has come to the BOS recommending a Warrant Article for continuation of renovation funds for this building. Mary Frambach suggested that the Board ask George Carlson to come in & explain what grants have been received and what has been completed. No one in attendance tonight knows for sure if the heating system and/or septic system are included in the L-Chip grant.

Keith said he received a letter from Allenstown Board of Selectmen, and they have agreed to be the applicant for the CDBG grant. Keith prepared a letter of appreciation back to them. Bob indicated that he has signed the letter and it has been mailed.

Joanne reported that two members of the Fire Department were involved in a minor traffic accident with a town tanker truck, when they hit a deer. They have reported the accident to the insurance company as damage has occurred to the truck's headlight. No one was hurt.

Joanne noted that she will be bringing in her digital camera to take pictures to be put on the website. James Bowen is going to be training Debbie to do website updates.

Regarding elections tomorrow – in accordance to election rules anyone who is in line or in the parking lot at 7:00 PM, will be permitted to vote. The BOS will request that the Police Department be there to monitor that only the people in line or in the parking lot are allowed to vote after 7:00 PM. Epsom House of Pizza will be donating pizza which will be delivered between 6:30-7:00 PM. A thank you letter will be sent.

A thank you note has been received by a family of tornado victims who was a recipient of Wal-Mart gift card. Joanne read the card to the Board.

**10:00 PM Keith made a motion to adjourn. Joanne seconded the motion. All in favor.**