

Final

___ Bob
___ Joanne
___ Keith

Accepted _____
Accepted as _____
Amended _____

TOWN OF EPSOM
BOARD OF SELECTMEN MINUTES

DECEMBER 15, 2008

Present: Bob Blodgett, Chairman; Keith Cota, (Joanne Randall absent due to health)

Other Attendees: Mary Frambach; Gordon Ellis; Stewart Yeaton; David Fiorentino; Joni Kitson; Andrew Walton; Carole Brown; Wayne Preve; Debbie Tibbetts; Nancy Wheeler; Barbara Clark; Jay Hickey; Herb Bartlett; Lee Bartlett; Bill Barton; George Carlson

Bob opened the meeting at 6:15 P.M., inviting Mary Frambach to lead the Pledge of Allegiance.

**Daren Woodside, 551 North Road – Request for Culver at end of Driveway
(Rescheduled for December 22nd at 6:15 P.M.)**

Bob said the Board would be going into a non-public session per RSA 91-A:3 II(a) for personnel discussions.

Keith made a motion to go into non-public session per RSA 91-A:3 II(a) with Bob seconding the motion.

Bob asked if there was any discussion on the motion. There being no discussion on the motion, Bob called for a vote. The motion passed unanimously.

The Board went into non-public session at 6:17 P.M. returning at 6:41 P.M.

Bob made a motion to seal the minutes of the non-public session with Keith seconding the motion.

Bob asked if there was any discussion on the motion. There being no discussion on the motion, Bob called for a vote. The motion passed unanimously.

FOR SIGNATURE

1. **Accounts Payable** was approved.
2. **Manifest** was signed.
3. **Payroll** was signed.
4. **Intent to Cut** was signed.

Staff Discussion

Debbie Tibbetts – Debbie had quotes and information for printing the town reports. She had requested 5 quotes, but only received 4 responses. The request was for 600 copies with between 190 to 200 pages per book. Keith noted some of the prices were lower than last years.

Debbie noted one company had given her a price of 35 cents per book additional for a color cover.

Keith asked when the Board had to make a decision, Debbie would like one within a week. Keith requested the item be put on next week's agenda for further discussion.

Nancy Wheeler – Nancy noted this week's payroll would be the last using 2008 funds. It does include all the stipends for people who receive stipends.

Nancy noted last Thursday she attended a web training at the Department of Safety. Pat Connor, school principal, also attended. More people from the school will be attending a January session. The training was for software that would assist in communications within the town or state during an emergency. Anyone who attends the training will have access to the State system. Rick Bilodeau has already attended this training.

Keith assumed Rick would be the point person. Nancy said not necessarily, the incident could be a road washout that would not involve him. Nancy would be notified and could input the information which the school and others could access. The software is for tracking of incidents and events.

Nancy noted things are moving along for year's end budget.

Keith asked when a default budget had to be developed. Nancy said the numbers should be to the Budget Committee by the public hearing, scheduled for January 15th. The Budget Committee would like the default budget sooner rather than later. Nancy noted changes could be made up to the time the ballot is printed, but the default budget would have to be posted if it was changed after the Budget Committee's hearing.

Nancy noted she had received the BCEP budget. Nancy noted next week checks will be ready on Tuesday for signature.

Barbara Clark – Barbara did not have items to discuss with the Board.

Department Head Meeting

Chief Stewart Yeaton – Fire Department

Chief Yeaton noted Engine 2 was being repaired locally, saving on costs. He hopes to have it returned by Christmas.

Chief Yeaton had sent a fax to the Fire Academy advertising the open position at the Department. Three applications have been received.

There is POD training being held in Northwood that he would be attending with Police Chief and Rick Bilodeau. This training is to assist in the pandemic flu or similar illness response by the town.

Last week the town started updating the Hazard Mitigation Plan.

Chief Yeaton has been notified the town will be receiving a \$2,000.00 grant for a forestry pump.

The Command vehicle has been received with the lettering having been completed. Department personnel are constructing the radio boxes, after the radios will be installed.

Chief Yeaton noted storm responses began about 10:15 P.M. on Thursday with the Department receiving 75 to 100 calls. The town had no serious injuries.

Chief Yeaton had been concerned if the generators failed at Epsom Manor, then residents would have had to be moved. He did find, through discussions at the Manor that the town could use the empty retirement area as an emergency shelter. He will be working further on that.

Chief Yeaton suggested working on getting the Water District grant for a generator for their pumps. He said they only have a 3 day supply of water without the pumps in the wells. If there is a major fire the tank could be drained with no supply remaining.

Chief Yeaton has offered the back-up ambulance and 2 personnel as back-up to the State to relieve personnel in other towns. He did not feel he had expenses to qualify for FEMA funds from the storm.

Chief Yeaton noted the areas of town still without power. The Fire Department and town residents have generators people could use if necessary. Chief Yeaton noted UNITIL sends two faxes a day with updates on power outages and repairs. Public Service does not have the personnel to do this type of update and are difficult to communicate with.

Chief Yeaton noted towns used regional shelters during the storm; currently the National Guard Armory in Concord is the regional shelter area.

Lee Bartlett – Welfare Officer

Lee noted 32 families were serviced at Thanksgiving. 55 Children will be serviced at Christmas. Welfare requests are increasing; she expects further increases as the winter progresses.

Wayne Preve – Police Department

Chief Preve noted he is looking at 3 to 4 applicants for the vacant positions. The first Police Academy class they may attend is in April.

The generator at the Police station did not work on Friday during the power outage; he had to get it repaired.

Larry Philips is no longer with the Department as a part-time officer.

Chief Preve has received a letter from Bow indicating the dispatch fees for 2009 will be \$59,885.00. There is a dispatch meeting on Thursday in Concord that Bob and Chief Preve plan to attend.

Chief Preve would like to complete some upgrades depending upon the amount of money he has remaining in the 2008 budget. This includes replacing computers and bullet proof vests and purchasing supplies (tires, paper, ammo, etc) for next year. Uniforms and some equipment will be needed for the new officers and current officers. There is also other equipment he would like to purchase for the station. Keith and Chief Preve will review the list.

Chief Preve noted next year the roof will need to be replaced on the station. Bob noted the inmates from Merrimack County could strip the roof, but they do not have the ability to replace it.

Chief Preve would like to have a non-public session scheduled for next week, Deb will schedule it.

Gordon Ellis – Highway Department

Gordon asked if a request could be put on the TV Channel and Website for people to pick up the branches, etc. in front of their property. Keith asked if this work could be contracted out if a disaster is declared. Nancy Wheeler noted the town could be eligible for a 75% reimbursement from FEMA.

Gordon thanked Dave Fiorentino, Andrew Walton and Walter Durack and his family for their assistance during the storm. He noted it is safer to work with two people rather than alone.

Gordon noted the punch list was completed for Griffin Road today; the bridge has been opened with the official opening being tomorrow.

Gordon does not know if his budget will make it through the end of the year, based on the weather.

Gordon met with FEMA representatives for reimbursement for damage from Hannah.

The Highway Department is in need of sand and stone. Gordon is planning to put the screen at the Meetinghouse.

Keith also thanked Dave and Andrew for their assistance.

John Hickey – Zoning Compliance Officer

Jay noted the trees and branches were more of an issue than people thought. He noted in the last two years the town has had two floods. There are places damaged that have been repaired with other areas not having been repaired. Some of the areas in Kings Towne will not be repaired due to the flooding until 2009. There were also areas affected by the tornado.

Jay noted all the Departments are working with a default budget and less staff. The Highway Department is understaffed; it is struggling to get the work done.

There are ongoing zoning cases and others that will be coming up. People are still asking for permits to complete work.

George Carlson – Meetinghouse Committee

George noted over 50% of the work to be completed with the LCHIP money has been done. The building is secured and outside painted. They are waiting for the power to be installed. LCHIP has done an inspection and is pleased. They have released an additional 30% of the money.

Barbara Clark noted Cec Curran and Dawn Blackwell were unable to attend tonight's meeting.

Nancy Wheeler noted after she processes the AP's and Payroll tomorrow she will run the expenditures to date. The Departments will have copies available on Wednesday.

Barbara noted she had sent a memo to Department Heads to remind employees of the forms that need to be completed; only a couple has been returned to date.

Keith expressed his appreciation to the Department Heads and staff for a great job done through the 2008 default budget year and how they addressed the number of natural disasters.

Mary Frambach noted as an FYI that someone in a red pickup truck was cutting trees in the cemetery and taking the wood. Bob will bring this to the attention of the Cemetery Trustees.

GEORGE CARLSON AND HERB BARTLETT - GRAVEL

Herb thought most of their concerns had been resolved after their discussions with Gordon. Herb requested Gordon take the gravel in the front area as well as the pile along the side of the building situated between the existing library and meetinghouse. Discussion occurred as to what Gordon would be taking. Gordon and George will meet at the Meetinghouse to confirm the area that the gravel will be removed and processed.

George noted the town owes Dick Frambach material in the areas that his property was over excavated when work was being completed there.

The Board took a break from 7:45 P.M. to 7:53 P.M.

FOR DISCUSSION

A. Intent to Cut Letter

This item is on hold until the Board receives additional information and can complete the town letter to go along with the logger request concerning alterations to a class VI roadway.

Joni noted in the Spring Jeff Eames had given the Board information regarding logging operations. Keith noted the Board could not limit the loggers' rights, but they can protect the town roads from being damaged as a result of the logging

and timing of the logging. He noted the Board is using this logging information in developing advanced explanation to loggers.

B. Town Report Printing Companies Proposals

Keith noted this item will be returned next week, he discussed the costs obtained. Joni suggested getting a sample of the printing from the company with the lowest costs; Keith will request Deb to obtain a sample document and a list of towns that used their printing services.

C. CNHRP – Administrative Assistance

Bob noted that Debbie was asked to work up to an additional 10 hours a month assisting with the town committee in updating the hazard mitigation report. Keith concurred with the additional effort and amount of time.

Nancy Wheeler noted she had e-mailed the Board figures for stipends, but she had not received a response. She noted she could do another run for them next week. Keith felt comfortable with the figures as previously presented (\$1,100), Bob concurred.

MINUTES FOR REVIEW AND DISCUSSION

Final – December 1, 2008

Keith made a motion to approve the final minutes of December 1, 2008 with Bob seconding the motion.

Bob asked if there was any discussion on the motion. There being no discussion on the motion, Bob called for a vote. The motion passed unanimously.

Draft – December 8, 2008

The review of these minutes was postponed until next week.

FOR YOUR INFORMATION ONLY (no action required)

a. Water Street/Town Withdrawal Granted

b. Chadwick-BaRoss Invoice

Bob noted he had requested Gordon send another response. Keith noted Gordon had to state the reasons the town was not paying the invoice and that his decision could be appealed to the Board of Selectmen.

Joni Kitson suggested having the Board or Attorney Soltani send a letter this time as Gordon has sent letters in the past. Keith suggested sending copies of Gordon's past letters to Attorney Soltani for a response.

Joni questioned since no Board member saw the backhoe the day it was returned if the Board was happy with their response and not paying any of the invoice. Bob indicated that he did see the backhoe before it was taken by the owner. Keith reiterated that they will provide the data to Attorney Soltani, Chadwick-BaRoss can respond and appeal to the Board.

c. NHRS Immediate Release

Keith reviewed the newsletter

d. Warrant Workshop

Bob reviewed the information

e. Fee Increases – NH State Police

Bob reviewed the increased fees; a copy will be forwarded to Chief Preve.

f. NH dept of Health & Human Services Questionnaire

Keith noted this was a survey for public health services, a response would have to be coordinated with Cec and the office staff.

g. Miscellaneous Folder

Bob and Keith reviewed these items.

LIAISON REPORTS

Bob did not have any reports

Keith noted the town has provided input through Attorney Soltani about the Library agreement for the Old Library Building. The Library needs to review it. Keith noted they need to have the owners of Lantern Lane return to the Board. He asked that this item be put on the agenda for January 12th. Keith said the Board has to make an official decision on this matter. He will discuss further with Attorney Soltani before the next scheduled meeting as he still has several questions.

Joni noted when Mr. Robinson was before the Board he commented the town always goes up and spends money each time there is a problem. She thought the Board should look at what the town has spent in repairs.

Keith's biggest concern was the town replaced a culvert and added a second culvert. They need to discuss with Attorney Soltani if this puts the town at a liability and if we should consider any compromise.

Joni noted if the Town repairs the private culverts then they are spending town funds on private property. Keith noted they need to determine why the town did the prior repairs and how that decision was made.

Keith noted the next item he had was the Griggs agreement for Colby Brook Mobile Home Park regarding the number of units allowed in the park. Tony Soltani has worked out an agreement and will provide to the Board for approval and execution at next weeks meeting.

Joni asked how the septic system replacement project was at Family Estates Cooperative. No one was aware, Bob will check on the status of this project.

Keith made a motion to adjourn the meeting with Bob seconding the motion.

Bob asked if there was any discussion on the motion. There being no discussion on the motion, Bob called for a vote. The motion passed unanimously.

Bob adjourned the meeting at 8:30 P.M.

Respectfully submitted,

Betsy Bosiak
Substitute Recording Secretary

FINAL