

Bob _____
Joanne _____
Keith _____

Final _____
Accepted _____
Accepted as Amended _____

**TOWN OF EPSOM
BOARD OF SELECTMEN
Monday, December 22, 2008**

Present: Bob Blodgett, Chairman; Keith Cota; Darlene Phelps, Recording Secretary
Not Present: Joanne Randall, Vice-Chairman (maternity leave)

Also in Attendance: State Representative Carole Brown, Mary Frambach, Dave Fiorentino; Llewellyn Kimball; Andrew Walton

6:15 PM Bob called the meeting to order and asked State Representative Carole Brown to lead us in the Pledge of Allegiance. Keith announced that Joanne and Dan have delivered a new resident to the town of Epsom. He welcomed to the town Samuel Everett Randall, born late Friday night just after 11 PM at 7 pounds, 4 ounces and 19-1/2 inches long.

6:45 PM Keith made a motion to go into a NON-Public session with Chief Wayne Preve of the Police Department under RSA 91-A:3 II (c). Bob seconded the motion. All in favor.

7:00 PM Keith made a motion to come out of Non-Public session. Bob seconded the motion. All in favor. No decisions were made at this time. Bob made a motion to seal the minutes of the Non-Public session. Keith seconded the motion. All in favor.

7:00 PM **Staff Discussion:**
Barbara Clark - The 2009 Census is being initiated at this time and the people who do the Census are looking to use this Conference Room to do training for the forthcoming census. This training is being scheduled to be done on Jan 9 & 10 and Jan 30 & 31 for 3-4 hours per day. They would be here during the time that the Town Office is open. Barb inquired as to the Board's approval to allow them to use the Town's meeting room for the training. Keith and Bob feel that this would be an appropriate use of this room. Barbara will be out of the office after tonight until next week due to the holiday and time off.
Keith said he needs a copy of the Stewardship Agreement for the Meetinghouse. This Stewardship Agreement must be executed for the LCHIP grant that the Town has received. Barb said she'll put a copy in his folder. He would like to request the State agency in charge of that document and conditions to be given an appointment to discuss the basis of conditions with the BOS. He noted that the BOS also needs to meet with the Meetinghouse Committee as well prior to the State meeting so the BOS clearly understand what commitments may or may not have been made to date. Keith asked Debbie to schedule a discussion with the Meetinghouse Committee on Monday, January 12 and the State Historical Society tentatively on Monday, January 19.
Nancy Wheeler is not here tonight, but has passed in her report. Nancy stated the IRS mileage reimbursement rate is set at \$.55per mile for 2009. The Family Estates Co-Op has completed septic work & the electrical work in progress.

FOR SIGNATURE

1. **Accounts Payable has been signed.**
2. **Manifest has been signed.**
3. **Appointment Papers** – Keith made a motion to appoint Aaron Vrooman to the Website Committee. Bob seconded the motion. All in favor.
4. **2008 Assessment Data Sheets – DRA have been signed.** Barbara said Debbie will be mailing these.

FOR DISCUSSION

- A. **Town Report Printing Companies Proposals** The BOS has received a quote and a sample Town Report from Proforma, Debbie said this sample is merely a sampling of their work – the report will be full size and spiral bound – the cost is \$3.68 each. Keith made a motion to enter into a contract for the printing of the 2008 Town Report at \$3.68 each. Bob seconded the motion. All in favor.
- B. **Gravel Pit – R13 – 37** – Mr. Llewellyn Kimball, owner of this gravel pit is here tonight to discuss the re-issuance of his gravel pit permit. Keith stated that the BOS has received a recommendation from Mary Pinkham, Gravel Tax Appraiser at DRA, that prior to issuance of another “Intent to Excavate” an updated Site Plan under RSA 155 should be completed with the Planning Board. The last time a Site Plan was completed was in 1993. Mr. Kimball said he has updated it once since then, but he does not recall the date, probably about 5 years after the original. Barbara said the only one on file is dated 1993. Keith explained to Mr. Kimball that the updated site plan needs to show the site and what area has been excavated, and what area will be excavated in the future. He will also need to update his State Site Specific permits.
Mr. Kimball asked for the BOS to provide him a letter stating exactly what would be required in order to obtain his permits, so he can decide if he’d like to pursue them. The BOS agreed to send him a letter stating the items and process needing to be addressed.
- C. **NHDES – Water Quality Testing** – DES has sent a letter requesting that an advertisement be placed in our Town Report and on the Website stressing the importance of water testing of private wells. They have provided a copy of the advertisement, and requested it be placed in the Town Office Building as well. Keith noted that the Town does not usually have advertisements in the Town Report. Keith suggested we place the advertisement on the website and in the lobby of the Town Offices. Bob agreed.

MINUTES FOR REVIEW AND DISCUSSION

- **Draft – December 15, 2008** – Keith made a motion to approve the draft minutes of 12/15/08 as amended. Bob seconded the motion. All in favor.
- **Draft – December 8, 2008** – Keith made a motion to approve the draft minutes of 12/8/08 as amended. Bob seconded the motion. All in favor.

- **Draft - December 15, 2008 Non Public Session** – Minutes were reviewed. Keith made a motion to approve the draft minutes as amended. Bob seconded the motion. All in favor.

CONFIDENTIAL

1. Letter

FOR YOUR INFORMATION ONLY (No action required)

- a. Notice of Hearing – Water Street v. Town of Epsom
- b. Comcast – New Service Offerings
- c. Ed Nutter R8-7 Timber Harvesting
- d. Chadwick-BaRoss – Keith suggested that the BOS send a letter to Chadwick BaRoss stating that the Town of Epsom is not going to pay this invoice or the Service Charges and they will need to appeal this decision to the BOS, or stop sending the invoice.
- e. Miscellaneous Folder

ANY OTHER BUSINESS BROUGHT BEFORE THE BOARD

Mary Frambach asked Keith to make a copy of the new Stewardship Agreement for the Meetinghouse for Dick Frambach (Meeting House Committee), and leave it at the Town Office and he will pick up tomorrow.

Bob said that the BOS has recommended a year end stipend / bonus for the Fire Department and Police Department and recognizing the time and effort put forth by the full time office staff, he'd like to see a similar bonus be given to Barbara, Nancy, Debbie and Dawn. Keith noted that Barbara & Nancy put in an extra amount of hours before Debbie was hired, and that Dawn put in an extra effort during this election year. During the floods and tornado Nancy and Barbara went above & beyond the call of duty. Keith stated that the 2008 budget has a surplus amount due to the shortage of one full time employee for the first half of the year. Bob suggested the stipend be as follows: Barbara & Nancy \$1000 each, Dawn \$750 and Debbie \$500. Mary Frambach asked if this is to reward the girls for filling in during an office shortage, then why would Debbie be rewarded. And shouldn't Dawn be given the same amount as Barbara and Nancy? Carole Brown stated she agrees with Mary. After some discussion Keith made a motion to provide a stipend amount of \$1000 to Barbara, Nancy & Dawn to be paid from surplus budget amount in the secretarial line, for work done above the call of duty. Bob seconded the motion. All in favor.

Mary Frambach said the people who have purchased the Findlay's house are plowing their snow across the street and pushing up the grass & dirt at the cemetery. Bob said he'll look into it.

Bob said a bill has been received for the first Center Hill Road Bridge over the Little Suncook River. Gordon would like to pay for that out of his Capital Reserve Bridge Fund due to the limiting road budget. Bob made a motion to authorize Gordon to pay \$18,895.48 out of the Capital Reserve Bridge Fund. Keith seconded the motion. All in favor.

Keith said he attended a meeting with the Epsom Police Chief at the Merrimack County Sheriffs Department with Sheriff, County Commissioners, members of Bow, Pembroke, and Allenstown Police Departments and Bow, Pembroke and Allenstown Selectmen and several other key Merrimack County staff to discuss Merrimack County Sheriffs Department response for dispatch services. Keith indicated he expressed the town's concern over the increasing cost of dispatch services and the effect on the SB2 default budget. Keith said there were discussions about adding another dispatch station and having the towns share that cost. They are suggesting that a one year study to be done to see

what it would take to add service for 3-4 towns. The initial cost for expanding on the dispatch station would be approximately \$70K for Epsom. Keith said there were side discussions about entering into a contract with Bow Dispatch for the year or possibly two.

Keith said he got an email from Steve Couture asking if the Town of Epsom would be interested in providing The Suncook River Avulsion Study as a possible candidate for Federal Economic Stimulus Funding. Steve feels this project is shovel-ready which means it is capable for fast progress. Keith stated he doesn't feel it is shovel-ready. Keith said he can ask for more information about the process about what the risks to the town for participating.

Keith met with the Police Chief about end of year spending and there is about \$35,000 left in the PD budget. The Police Chief would like to purchase about \$4700 in office equipment, some office furniture of \$4870, and officers equipment (bullet proof vests, holsters, uniforms, etc.) \$9000, and equipment and supplies (ammunition, digital camera, cruiser tires etc.) \$1400, various other services, repairs and new hire testing. Total of all of these expenses is \$27,477 out of the surplus of \$35,000 left in the budget. Keith said he supports all of the purchases except a new TV and the new office equipment. There was some discussion that Chief Preve has requested funds in the 2009 budget for vests, if he can get the funds out of the 2008 budget, the 2009 budget amount can be reduced. Keith said he will talk to Chief Preve and see if the proposed 2009 budget can be reduced. Mary suggested that since the dispatch costs are increasing so much for 2009 then he needs to purchase as much as he can from the 2008 budget.

Keith said the Budget Committee has suggested that we discuss the Default Budget at our next meeting. Then the default budget can be presented to the Budget Committee at their next work session.

Keith said he received a draft of work on Class VI roads that can be included with Intent to Cut applications. He has made some suggestions and will provide to the Office Staff and ask them to forward to Tony for review.

Darlene mentioned that the ZBA is going to be purchasing nameplates for each of its members at the cost of \$14.50 each. The price will be reduced to \$11.40 each if 25 plates are ordered, so the ZBA would like to know if the Selectmen would like to order 3 for this board and the Planning Board will be approached for this as well. The ZBA will be ordering them even if the BOS doesn't. Keith said he would be in favor of getting name plates for the BOS. Bob agreed.

8:55 PM. Keith made a motion to adjourn. Bob seconded the motion. All in favor.