

Bob _____
Joanne _____
Keith _____

Final _____
Accepted _____
Accepted as Amended _____

**TOWN OF EPSOM
BOARD OF SELECTMEN
Monday, December 29, 2008**

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

Also in Attendance: Dave Fiorentino; Andrew Walton; Nancy Wheeler

6:15pm Bob called the meeting to order and asked Joanne to lead us in the Pledge of Allegiance.

6:30pm Staff Discussion

Nancy stated that the payroll that is being signed tonight is the first payroll of 2009, as the checks are dated 1/2/09. The Accounts Payable will continue out of the 2008 budget for a couple more weeks.
Debbie will have a couple of Purchase Orders ready tomorrow for some office supplies. They are considering purchasing a color printer for the office, as the need for that is increasing. She said the plan is for all computers in the office to be networked to this new printer so they will all have access. It will run approximately \$500.
Level-funding payments have been made to Avitar through August. To complete it for this year is \$15,893.00. There is \$27K remaining in the executive budget line in the 2008 budget. Keith made a motion to pay \$15,893 out of the 2008 budget to pay the level funding to Avitar. Joanne seconded the motion. All in favor. Nancy will pay that next week.
Nancy said in regards to the laptop that the recording secretary is using – this laptop is old enough that we would not be able to add memory to it. There was a discussion about perhaps purchasing a new one; or using the laptop that is in the office that is no longer being used. Nancy will look into getting an external hard drive for all of the data to be backed up and that may allow this laptop to work faster.
Joanne stated that the new mileage rate for 2009 is .55/mile. Nancy will notify the appropriate people of that change. The Board was in consensus that the new rate will be the rate reimbursed to Town employees for mileage until the rate changes again. Nancy said the final 2008 Budget Expenditures should be available during the early part of January.

FOR SIGNATURE

1. Accounts Payable was processed. – It was noted that Lee Bartlett replenished the food pantry with about \$600 of food. Keith said he received a complaint from an Epsom resident who stated that Lee refused a large donation of food from Pembroke Academy. Bob and Nancy explained that it was 6 car loads full of food and there is not room to store that amount of food. The food was rerouted to Loudon, which also serves Epsom residents. Epsom does not have a real “food pantry”, but Lee has created as much storage space as possible and just doesn’t have enough room to store all of that. Keith suggested that perhaps an area food pantry serving the

Suncook Valley should be a topic of discussion with the Suncook Valley Regional Committee.

2. Manifest was processed.
3. Payroll was processed.
4. Payroll Memo was signed.
5. Applications for Leave were signed.
6. Pay Rate Sheet – Keith said he attended a Budget Committee Meeting and reported that they are considering approving a COLA rate that is less than the Northeast Region COLA. Keith stated that the Employee Handbook for the Town of Epsom states that the annual COLA rate will be based upon the figures provided for the Northeast Region. Joanne said the Budget Committee can make recommendations, but they cannot override the BOS decisions on actual expenditures.
7. Transfer from Capital Reserve Fund was signed.
8. Town Report Contract was signed.
9. Webster Police Department FCC License – Statement of Concurrence was signed. – Webster uses the same radio frequency as Epsom and they are renewing their license, so they requested our concurrence that there have been no interference issues. There is a disclaimer that if any interference issues do occur – they will immediately stop using that frequency until the issues are resolved.

FOR DISCUSSION

- A. Default Budget** - There was discussion about the Library Trustees budget and their COLA and merit raises. Nancy said the Budget Committee has asked her to rework the budget using a 3.2% COLA rates, down from the 4.7% they currently are using. The final budget hearing is on January 15. There was discussion about adding increased costs for oil, gas, electricity amounts to the default budget, and oil and electricity for the Meetinghouse to meet the stewardship commitment. Nancy stated that as a condition of the LCHIP grant we received, we must maintain that building and protect it from the elements. Nancy will run a current report to date for today and give to the BOS for review.
- B. NRRRA – Promote & Increase Recycling** – This was a request to publish a notice in the town report. Since we do not publish advertisements in the town report, we will post it on the bulletin board and Joanne will forward that information to the website for posting.

MINUTES FOR REVIEW AND DISCUSSION

- **Draft – December 22, 2008** – Keith made a motion to accept the draft minutes of 12/22/08 as amended. Joanne seconded the motion. Bob & Keith in favor. Joanne abstained.
- **Draft – Non-Public Minutes – December 22, 2008** – These will be reviewed on 1/5/09.
- **Final – December 15, 2008** – These will be reviewed on 1/5/09.
- **Final - Non-Public Minutes – December 15, 2008** – Joanne made a motion to accept the final non-public minutes of 12/15/08. Keith seconded the motion. All in favor.
- **Final – December 8, 2008** – Joanne made a motion to accept the final minutes of 12/8/08. Keith seconded the motion. All in favor.

FOR YOUR INFORMATION ONLY (No action required)

- a. Notice of Potential Conflict - Water Street v. Town
- b. Town of Goffstown ZBA Hearing
- c. B.C.E.P. 2009 Apportionment
- d. Miscellaneous Folder

ANY OTHER BUSINESS BROUGHT BEFORE THE BOARD

Bob stated he does not have any liaison reports.

Joanne said Chief Yeaton had a Certificate of Appreciation printed for Peter MacCallum in appreciation of him letting the Fire Department use his boat for emergency purposes and requested that the BOS sign it. The BOS agreed and signed it. Joanne will return the signed certificate to Chief Yeaton.

Joanne said she has another volunteer for the Website Committee. Joanne will call the resident and ask Barbara to prepare Appointment papers to be presented to the BOS next week. She also said the Fire Department picked up its new vehicle and the Chief saved \$6K from the original quote so he purchased additional equipment for the Fire Department.

Norm Gentry is going to visit all Department Heads and train and set them up with email addresses on the Town Website during this week.

Joanne wanted to be sure the other BOS members have been receiving updates from Atty. Costanza. Bob said he'd like to have her come in to update the BOS. Joanne suggested after the first of the year having both Atty. Costanza and Soltani come in to discuss all pending litigation.

Keith said in regard to last week's Non-Public session, he is still working on drafting up the letter he agreed to write. He indicated that he will pass the draft letter along to Tony for his review and to the BOS for their input.

He also drafted a summary letter to be included in Intent to Cut and Excavation applications, in regard to road damages. He will be sending that letter to Tony Soltani for review.

Andrew Walton wanted clarification of how money that is leftover from the current year budget can be spent. He said there is a lot of talk around town that we are in a default budget and the BOS is approving bonuses (ie. stipends) for employees. He encouraged the BOS to make a statement to the voters explaining how the money left in the budget at the end of the year can be used at the BOS discretion.

David Fiorentino stated that toward the end of September he applied for a variance so he could start building his garage. It took him 60 days to get a hearing with the ZBA. He had his public hearing on December 16th. He still does not have his building permit and is highly frustrated. He said Jay has not been clear on why he is not issuing the permit, and he is frustrated that Jay hasn't got back in touch with him. He stated that Jay said he was waiting to hear back from Town Counsel for clarification but has not yet called Dave to give him an update. Joanne said she'll be in the office tomorrow and will try to connect with Jay about this. She stated that Dave's situation was not the responsibility of the Board, but that she would ask Jay for an update and would make sure someone got back to Dave with an update.

8:20 PM Joanne made a motion to adjourn. Keith seconded the motion. All in favor.