

FINAL

\_\_\_Joni  
\_\_\_Joanne  
\_\_\_Bob M.  
\_\_\_John  
\_\_\_Bob B.  
\_\_\_Betsy

Draft

Accepted JK BMB jim JPC  
Accepted as Amended

TOWN OF EPSOM  
BOARD OF SELECTMEN MINUTES

SEPTEMBER 5, 2007

Present: Bob McKechnie, Chairman; Joanne Randall, Vice-Chairman; Joni Kitson; John Klose; Bob Blodgett

Other Attendees: Richard Frambach; Len Gilman; David Fiorentino; Rick Belanger; Andrew Walton; Mary Frambach; Richard Frambach; George Carlson; Carolyn Stiles; Becky Stiles

Bob M. opened the meeting at 6:22 P.M. stating it was being recorded for transcription purposes only. He said this meeting would be a work session only.

FOR SIGNATURE

1. Accounts Payable
2. Manifest
3. Letter of Support to CNHRPC

Bob M. reviewed the letter with a consensus for Bob M. to sign the letter.

4. DES Payment Re: River Study Grant

Bob M. reviewed the information with a consensus for Bob M. to sign.

FOR DISCUSSION

- A. Letter to Mayville Re: Griffin Road

Bob M. read the letter to be sent to Nancy Mayville, NHDOT. Joni said the letter was drawn up last week, but the Board had some concerns. The main concern was where the money was coming from. Bob M. asked if they should do a Question & Answer Sheet with agreement to do so. Bob M. did the sheet.

- B. E-mail Re: Cosseboom vs. Town of Epsom/Asplundh tree Service (Action Required)

Bob M. read the information from the LGC for a proposed settlement. It is to buy peace with no claim of fault. The settlement will be paid half by the LGC and half by Asplundh. A vote of the Board is required to accept the settlement.

Joni made a motion to accept the settlement as proposed with Joanne seconding the motion.

Bob M. asked if there was any discussion on the motion.

Discussion ensued regarding the settlement. Len Gilman asked if anyone from the Board had reviewed the site with no one having done so. Joni said the LGC had investigated the situation.

There being no further discussion on the motion, Bob M. called for a vote. The motion passed unanimously.

C. Correspondence From DOT/Mayville Re: Center Hill Road Bridge Bob M. reviewed a letter from Nancy Mayville regarding the fee schedule from Louis Berger Group. The letter indicated the consultant may proceed with the bridge design. The letter indicated \$14,000.00 was taken off the contract. Joni questioned if they wanted to have Town Counsel review the situation and if a new agreement should be signed taking the \$14,000.00 off the contract. Bob M. did a Question & Answer Sheet to Town Counsel.

D. Additional FEMA Funds (Summary in Packets)

Bob M. reviewed the information regarding what items the FEMA funds were for.

E. Question And Answer Sheets

1. From Jay Hickey - Jay requested the Board member completing a request to office staff sign it so if there is a question the staff knows who to contact.
2. From Nancy Wheeler & Barbara Clark - They requested the Board members also sign the white sheets and post it notes so if they have a question they know who to contact.
3. Debit Card Application from TD Northbank - Joni suggested having two people from the office able to use the card. Discussion ensued if it should be a debit or credit card with John saying the bank recommended a debit card. They also have to decide what account it should come from. The Board decided Nancy and Faith should be able to use the card with a cap on the amount that could be purchased being discussed. Joni suggested asking the office staff about the amount for the cap.

F. Draft "Ethics Committee Letter"

Bob M. read the draft letter. The letter indicated an attachment with Joni asking what was being attached as there was not anything attached to the letter.

Discussion ensued if the Board needed to come up with a job description. Joni said the committee is to look into ethics complaints to see if they are valid complaints.

Andrew Walton reiterated his previous statements from last week that members of the committee need to be told they may have to appear in court.

Discussion ensued with Bob M. saying they will return the item next week.

G. Bianco Professional Assoc. Re: Removal- Replacement of Kings Towne Mobile Home Park

Bob M. read the letter from Attorney James Bianco that was sent to Attorney Soltani and cc'd to the Board. The letter discussed conversations had with the Zoning Compliance Officer regarding the removal of homes flooded that could be removed from lots and having those lots relocated to another area of the park. The area flooded would become green space within the park.

Discussion ensued this would have to go to the ZBA and Planning Board, not the Board of Selectmen. Dave Fiorentino said all they want is reassurance if they remove a mobile home they can replace it. Len Gilman said Jay had discussed this at the Department Head meeting.

John made a motion to take a recess with Joanne seconding the motion.

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

The Board took a break from 6:54 P.M. to 7:06 P.M.

#### MINUTES FOR REVIEW AND DISCUSSION

Draft Minutes of August 20, 2007

Bob B. made a motion to accept the minutes of August 20, 2007 as amended with Joni seconding the motion.

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

Draft Minutes of August 27, 2007

Joni made a motion to accept the minutes of August 20, 2007 as amended with Joanne seconding the motion.

Bob M. asked if there was any discussion on the motion. There being no discussion on the motion, Bob M. called for a vote. The motion passed with 4 yeases and John abstaining.

Draft Non-Public Minutes of August 27, 2007

These minutes were read individually.

Joanne made a motion to accept the minutes of August 20, 2007 with Joni seconding the motion.

Bob M. asked if there was any discussion on the motion. There being no discussion on the motion, Bob M. called for a vote. The motion passed with 4 yeases and John abstaining.

Joni asked if the office had been notified of the two changes to the Employee Handbook approved last week so they could send the changes out to the employees. No one was sure so Joanne will have this done.

#### LIAISON REPORTS

Joanne said as office liaison she helped Barbara complete a letter for hazard mitigation that was sent.

Joanne has asked for a stamp with five lines for the Board to use when signing items.

Joanne said the new furniture has been set up in the meeting room.

Faith told Joanne that Chief Preve had dropped off a package. Bob M. said he had the package, but would wait to open it until a later date with other packages that may be coming into the office.

Bob M. reviewed notices received about EEE.

Bob M. said with regards to the Question and Answer Sheet sent to the Police Department for a "Children at Play" sign on New Rye Road, Chief Preve has no issues with the sign being placed if the Road Agent has one.

#### MISCELLANEOUS ITEMS

2. State "Definition of a Bridge" from HTA

Joni reviewed the information.

1. Report from Merrimack County Attorney's Office

Bob M. read a confidentially statement on the information indicating he could not release the information due to this statement.

Joanne said back in the spring it was agreed the Highway Department could go to a four day week until Labor Day, asking John if they were back to a five day week. John said yes they had returned to a five day week this week.

Joanne discussed Harvey Harkness had contacted her asking if the Budget Committee could use Nancy Wheeler as a resource. Joni asked if Nancy would be getting comp time when she attended their meetings with Joanne saying yes.

Joanne discussed Maggie Steir is planning to use the Meetinghouse for the NH Preservation Alliance presentations, but was requesting permission to use the Town Hall as a back-up. Joni suggested Dick Frambach as Chairman of the Meetinghouse Committee complete the rental form. Discussion ensued it was up to the committee to show a certificate of insurance for use of the buildings.

Joanne said she had a legal question that they needed to go into non-public session for that may be time sensitive. It was determined to do this session at the end of the meeting.

There were no other liaison reports.

George Carlson said he was meeting with Dick Frambach and the Road Agent tomorrow morning about the Cass Road situation.

Discussion ensued regarding the situation on Mt. Delight Road brought up last winter. George, Bob M. and John will schedule a time to review the site with the Road Agent.

George said he had an application for a driveway between the Town Hall and New Orchard Road. He had talked to people at the Department of Transportation who suggested he put in the application. No one was sure if it would be approved. A Selectman signature was required on the application with Bob M. signing it with Board consensus. Betsy suggested they look at the driveway permit issued for the library as she thought that permit had conditions on it. George will look at that permit.

#### Job Specifications for Emergency Management Director

Joanne read the job specifications suggesting they have a motion to post the position. Discussion ensued as to where to post with Joanne indicating the regular locations. Bob M. said Chief Preve and Chief Yeaton had input in developing the job specifications.

Joanne made a motion to post the Emergency Management Director position with John seconding the motion.

Bob M. asked if there was any discussion on the motion.

Bob M. suggested they put a date as to when the posting would expire with the Board deciding on September 30th. Bob M. said they had one interested party.

There being no further discussion on the motion, Bob M. called for a vote. The motion passed unanimously.

Bob B. made a motion to go into non-public session per RSA 91~A:3 II(e) for litigation with Joanne seconding the motion.

Bob M. asked if there was any discussion on the motion. There being no discussion on the motion, Bob M. called for a vote. The motion passed with Bob M., Joni, Joanne, John and Bob B. voting yes.

The Board went into non-public session at 8:50 P.M. returning at 8:56 P.M.

Joanne made a motion to seal the non-public minutes with Joni seconding the motion.

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

Bob B. said he would not be present at the September 24th meeting. Bob M. said there were several Mondays he would be late to the meetings. He requested Joni Chair the meetings with Joanne to assist.

John made a motion to close the meeting with Joanne seconding the motion.

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

Bob M. adjourned the meeting at 9:00 P.M.

Respectfully submitted,

Betsy Bosiak  
Recording Secretary