

Bob__rb____
 Joanne_jmr____
 Keith__kac__

Final____
 Accepted____
 Accepted as Amended____

**Town of Epsom
 Board of Selectmen**

September 8, 2008

Present: Bob Blodgett, Chairman; Joanne Randall, Vice-Chairman; Keith Cota

Other Attendees: Andrew Walton, Betsy Bosiak, Joni Kitson, Gordon Ellis, Dave Fiorentino, Nancy Wheeler, Dick Verville, Dick Frambach, Henry Stoneham, Nancy Heath, Barbara Clark, Steve Couture, State Representatives Carole Brown, Margaret Porter

Bob Blodgett opened the meeting at 6:15 PM and asked Betsy Bosiak to lead us in the Pledge of Allegiance.

FOR SIGNATURE

1. **Accounts Payable**
2. **Payroll**
3. **Manifest**
4. **Griffin Road Bridge Rid – Notice of Award** – Joanne reported that the BOS had agreed at a previous meeting to sign this when the State Approvals have been received. Thibeault Corporation was awarded the bid at \$389,661.65.
5. **Request for Leave**
6. **NH Dept of Safety Homeland Security – Tornado Debris Questionnaire** – If the town has or is going to use town funds to offer curb side pick up of debris from the tornado, that amount is reimbursable by the state. Joanne noted that if we offer this to the town residents, we likely would not be reimbursed until after the end of the year. Since the town doesn't have the staff or equipment to offer curb-side pickup of debris, and we don't have the means to offer this service to the town residents who were affected by the tornado, the board decided to respond that we will not be offering curb side pick up of tornado related debris.

6:20 PM Opening of Fuel Bids

Bob read the bid aloud. Only one sealed bid has been received from Davis Fuels for \$3.799 per gallon for #2 fuel for Town Offices, Old Town Hall, Fire Department, Police Department and Old Epsom Library from 9/1/2008 - 8/31/09. Nancy suggested Keith access www.newenglandoil.com for central NH; this shows prices of heating oil in our area from 3.699 – 3.90 per gallon.

There was discussion about surrounding towns only receiving one bid for oil as well, the possibility of oil prices dropping, and how we should proceed.

6:30 Staff Discussion

Nancy Wheeler said a Representative from FEMA, John Hillier, was here on Friday to tour the damage done by the tornado. He will be back this week to review the application with the town & the school.

Nancy said she will have expense expenditure reports for all departments by next week. She does not yet have retirement amounts or health insurance rates as of yet.

The Budget Committee will be meeting on September 18. Nancy needs to know when the BOS wants all budgets turned in to Town Office, in past years it's been Oct 1. The Board agreed that October 1 will be the submission date for this year's budgets for the Department heads.

In Accts Payable this week, there are a couple of bills for the Meetinghouse which are part of the L-Chip Grant. George Carlson will be reviewing / approving these invoices.

Barbara Clark said Avitar is all done with their assessment hearings. All property assessments will be current tomorrow, the tax form will be ready to be submitted to the State, and this will allow the tax bills to go out in 60 days.

Gordon Ellis gave a report of the roads that were damaged during Hurricane Hannah (see attached). Gordon said he has had quite a few requests for fixing driveway culverts on private property. He has responded to everyone that it is the property owner's responsibility. He did fix one culvert, which had been installed by the town, but he has told that homeowner from now on it's his responsibility to maintain the culvert. He will be meeting with the engineers on Center Hill Road on Wednesday morning about 7:30 AM.

Gordon requested that the BOS sign the Griffin Road award, or designate a Board Member to sign that next week (since this board won't be meeting next week). Gordon said he has about \$50,000 available in his budget for road repairs from Hannah. The board did recognize Gordon for his expeditious work in getting the roads re-graded and fixed after the latest storm.

6:45PM Suncook River Task Force Meeting

Keith gave a brief recap of the Suncook River Task Force Meeting. He noted that NHDES is asking the Town to be the lead on seeking grant funds for river stabilization and that we could apply for two grants to cover the \$3 million estimated cost. In regard to the two grants - if the grants are awarded, the FEMA grant would cover 90% and the balance of 10% could be covered by Community Development Block Grant. Steve Couture from NHDES noted the intent of the grants is to cover 100% of the cost with no monetary impact to the town. DES recommends pursuing grants to undertake river restoration alternative number 3 from the VHB study. The deadline for the grants is Nov 10 – 15 for Community Applications to be submitted. Dick Verville noted the applications for the FEMA grants are early January and the application will be in competition with all other applications across the country. Steve Couture said the DES will help with the applications & there are Grant Writers available to help with the Block Grant, and they could have a draft ready in October. The maximum amount that any community can be

obtain for the Block Grants are \$350,000 in any year. If the Town is approved for both grants, the project would be funded at approximately 3.3 million dollars.

Dick suggested that we share our FEMA log in and password for e-grants with Steve Couture so that the application can be created online & can be viewed by both parties. Joanne will provide Steve with this information.

The Community Block Grant funds become available January 1 and we would know by late April – early May if the town was awarded the FEMA grant. Dick said any letters of support from the State Government and neighboring towns are great, particularly if they are attached to the application.

Keith asked if we needed to purchase property from residents, could this grant money be used for that. Steve & Dick answered yes. Keith asked what the process is for RFP, obtaining permits, etc. Steve said DES would be helpful with that. Keith also asked about permit application fees and since the wetlands impact would be very large, will the State waive the fees? Steve replied that there is a clause in the wetland rules that says if it's for a restoration project; the fee would be the minimum amount, which is only about \$150.

Joanne wanted to clarify that there would be zero cost to the taxpayers. Steve said that there would be no direct cost to the taxpayers.

Keith noted that there are some areas in town that are suffering damage that cannot wait until 2010 for repair. Route 4 bridge and Leighton Brook culvert under Black Hall Road are some areas that need attention. Keith asked if DOT should be contacted to address these locations. Dick said if the Town can get DOT to take care of some of that work, it will be funds that will not have to be spent from the grant money, and suggested the Town write a letter to the DOT commissioner. Dick explained if federal funds are used by the DOT to fix the stabilization then those funds will not be able to be used as matching funds for the FEMA grant, but if they use State funds, then it will be eligible for use as FEMA grant matching funds.

Dick also said he spoke to Gordon Ellis the other day about the Hazard Mitigation Grant funds that are available now, because we now have two Presidential Declared Disasters. Dick suggested that we apply for these funds. The Town could go to DOT and request them to fix the Leighton Brook culvert and the Route 4 Bridge. Steve said he will also write a letter to DOT in regard to these.

In closing, Steve recommended we actively pursue letters of support from town residents, DOT, Select Boards in Allenstown & Pembroke and elected officials.

Joanne made a motion to support NH DES, Dept of Homeland Security by being applicants for FEMA Disaster Mitigation Grants, Community Development Block Grants, and other possible grants necessary to pay for Alternative #3 for Restoration of the Suncook River. Keith seconded the motion. All in favor. Motion carries.

FOR DISCUSSION

A. Tax exemptions for elderly –

Joanne asked that we move this item to the next meeting's agenda to allow her more time to review this.

- B. Resident request for signs –** Joanne read a letter from Marilyn Stebbins who has requested a "Caution Children at Play" or "Slow Children at Play" at Swamp Road and corner of Sanborn Hill Road because of cars driving too fast. The Speed Limit is 30 MPH, and the cars are travelling too fast. Keith suggested we send a copy of the letter to the Police Department & the Highway Department and ask for their input by 9/22. Betsy Bosiak said there is a sign up there, but it's in the ditch, and has been for years. Joanne said she will contact Marilyn Stebbins to let her know the issue is being addressed & we will get back to her ASAP.

- C. Addendum – list of donations –** The list of donations that the BOS motioned to accept on 8/18, has an omission. The minutes from the 8/18 meeting did not include the list of accepted donations from the Public Hearing. Joanne made a motion that the missing information list be added as an addendum to those minutes. Keith seconded the motion. All in favor.

- D. Mason + Rich, PA – Certified Public Accountants –** We have received a proposal for their services for next year. Their proposal is for \$15,010 for financial audit services, GASB#34, general fund reconciliation & adjustments, AP, AR, School District and monthly Tax Collector adjustments and preparation of MS5. Nancy said it's been about \$14,000 in prior years, with increased GASB requirements the price has increased. Joanne noted that this is one item that is exempt from our bid policy. Keith asked if there is a time limit to accept their proposal. Nancy said there is no immediate deadline. Keith noted that the town has been very happy with their services and the amount is in line with what they charged last year. Joanne made a motion to sign the contract with Mason + Rich for auditing and other professional financial services for \$15,010. Keith seconded the motion. All in favor. Motion carried.

- E. Letter from Doug & Linda Yeaton, Center Hill Road –** The board received a letter from the Yeatons stating that during the latest storm, the work that has recently been done on Center Hill Road has washed away, and they feel it is due to poor engineering. Water has washed out part of the road under the new pavement. A copy of this letter will be sent to Gordon Ellis, although Bob said he knows Gordon has been in contact with the homeowner. The BOS will acknowledge the letter & advise that their comments have been passed along to the Road Agent.

- F. Request for raffle for benefit of school -** Debbie Swanson from Epsom Central School has requested to sell raffle tickets to award two tickets to the Patriots Game in November. The proceeds will benefit the 7th & 8th grade Environmental School trip. The BOS must give permission for this because it's a raffle. Joanne made a motion to allow ECS Environmental School Fund to sell raffle tickets for a Patriots game. Keith seconded the motion. All in favor. Motion carried.

DISCUSSION – FOLLOW-UP

The board revisited the Davis Fuels oil bid. Keith asked if we enter into this contract, and we have another year of a default budget, are we able to add this amount to the budget. Nancy said because it's a contractual item, it would be

added to the budget. If we accept the bid, it brings the fuel line up to a current amount. If we don't enter into a contract, then we run the risk of not having enough money on the budget fuel line.

Keith stated that the original bid notice did not include the library, however Nancy had contacted them & they did want to be included. There was discussion about who pays for the fuel for the Library Annex – is it paid for under the town budget or the library budget? There have been requests from the Trustees that they want to be involved in all decisions relating to the library.

Joni Kitson said that in the past the BOS does not consult with the library about how much the fuel is going to cost. The BOS has just made the decision and then informed the Library Trustees. It was discussed that the Library had not been included in the past.

Joanne made a motion to:

1. Contact Davis Fuels to get expiration date of bid.
2. Consult the Library Trustees to give them the information contained in the bid, and ask if they still want to be included.
3. Conditionally accept the bid from Davis at \$3.799 as long as the Library Trustees agree to the price and they answer prior to the expiration date that Davis Fuels provides.

Keith seconded the motion. All in favor. Motion carried.

CONFIDENTIAL

Letter from Howard A. Roever, PC – The board reviewed this letter and response letter prepared by Keith. They authorized Keith to sign the response letter. Keith explained that he will be forwarding the file information on to Tony Soltani to brief him in case his services are required.

MINUTES FOR REVIEW AND DISCUSSION

- Joanne made a motion to accept the final minutes of August 18, 2008. Keith seconded the motion. All in favor. Motion carried.
- Joanne made a motion to accept the final minutes of August 25, 2008. Keith seconded the motion. All in favor. Motion carried.
- Minutes of September 2, 2008 were reviewed. Joanne made a motion to accept the minutes as amended. Keith seconded the motion. All in favor. Motion carried.

FOR YOUR INFORMATION ONLY (NO ACTION NEEDED)

- a. **Community Action Program – Senior Centers Work**
- b. **NH RC & D Catalyst**
- c. **On-line Election Training Course**
- d. **Primex – Annual Wellness Retreat**
- e. **Town of Farmington – Planning Board Meeting** – a cell tower application is before their Planning Board and we must be notified because Epsom is within a 20 mile radius.
- f. **Identity Theft Risk – Smart Solutions Magazine** – Kathy Dymont is a Group Benefits Specialist & is going to come before the board to do a presentation. She is a Sales Rep that sells this magazine to prevent identity theft for the town.
- g. **News Release – Executive Council District Two**
- h. **Bill of Sale – 2005 Ford Crown Victoria (PD Cruiser)**

- i. **CASA of NH – Funding Request** – they have requested \$500, and the board will wait until budget time to consider
- j. **Chadwick-BaRoss Invoice** – Gordon has responded to this invoice.
- k. **CDFA – Family Estates Cooperative Emergency Grant #08-153-EGHS**

LIASION REPORTS

Keith will be attending the LGC Conference this Friday, so if the other BOS members have anything to add let Keith know before Friday.

Joanne is still working on a number of things that she was working on for the board and she will report on them at our next meeting.

Bob said he still has not heard from the Town of Barnstead on the Police cruiser. Bob said he is going to tell them if they can get \$4500 for it that would be great.

The board coordinated the schedule for attendance at the elections tomorrow.

Keith said he received an email from Joe Wichert regarding his application to the ZBA being delayed. He noted that he responded to Mr. Wichert's issues and asked the ZBA chair to proceed expeditiously with the application.

8:50 PM Joanne made a motion to adjourn. Keith seconded the motion. All in favor.

List of Roads Damaged During Hannah

Martin Hill Road
Drolet Road
Jug City road
River Road
Millhouse Road
Black Hall Road
Prospect
Leighton Brook
Sanborn Hill South
Sanborn Hill North
Mountain Road, off Mt. View
Mountain Road, off Center Hill Road
Nash
Baybutt
New Rye
Swamp
Mt. Delight
Center Hill Road
Cass Road
Echo Valley
Richi (Sleepy Hollow)
Old turnpike Road
North Road
Chestnut Pond Road
Barton Road
Lockes Hill South
New Orchard Road
Goboro Road
Briarwood Road
Old Town Road
Easy Street
RR bed