

## BOARD OF SELECTMEN'S MEETING

Monday, June 11, 2018

Call Meeting to Order **6:00PM**

### DRAFT

Approved on \_\_\_\_\_ (Date)

or amended on \_\_\_\_\_

Hugh Curley \_\_\_\_\_  
J Chris Bowes \_\_\_\_\_  
Virginia Drew \_\_\_\_\_

**Present:** Hugh Curley, Chair; J. Chris Bowes, Vice-Chair, Virginia Drew, Selectman;  
and Kelly Dearborn-Luce, Town Administrator/Recording Secretary.

**Staff Present:** Nancy Wheeler

**Other Attendees:** Joni Kitson, Debbie Sargent and Len Gilman.

The group recited the Pledge of Allegiance.

**Review and Accept Agenda** Chris Bowes made a **motion** to approve the amended agenda. Virginia Drew seconded the motion. All voted in favor.

### **Signature:**

Accounts Payable/Manifest was reviewed and signed.

Appointment to the Planning Board for Jay Hickey as an alternate. Chris Bowes made a **motion** to approve the appointment for Jay Hickey as an alternate member to the planning board for a three year term. Motion was seconded by Virginia Drew, all voted in favor.

Intent to cut was reviewed. Chris Bowes made a **motion** to approve the intent to cut for Map R6 Lots 3 & 4. Motion was seconded by Virginia Drew, all voted in favor.

Abatements are: Chris Bowes made a **motion** to approve the following abatements. Motion was seconded by Virginia Drew, all voted in favor.

Recommended the reduction of assessment for the garage structure value for Map U10- lot 99;

Recommended to adjust 2017 assessed value for Map U19- lot 44;

Recommended no change for Unitil (UTL-1-0) for 2017 assessed value at this time;

Recommended adjustment to reduce the overall assessment value for property on Map U04- lot 14 and

Recommend adjustment to reduce the overall assessment value for property on Map 04- lot 15.

Supplement tax bills are: Chris Bowes made a **motion** to approve the following supplement warrant. Motion was seconded by Virginia Drew, all voted in favor.

R01-15-4 correction of parcel identified and U14-30 new construction status not entered at time of first billing.

Solar exemptions are: Chris Bowes made a **motion** to approve the following solar ray exemptions. Motion was seconded by Virginia Drew, all voted in favor.

For Map and Lots on; R11-21, U10-10-4, U10-92, U8-3 and R2-71-1.

**Finance Report:** Nancy Wheeler reported on the open enrollment for Aflec and there are no changes to make at this time, still reviewing with employees. The landlord is working on repairing the leaks on the roof. A new broom needed to be purchased for the Old Town Hall. The water meter was repaired at the Fire Station. The expenditure report was reviewed and discussed and Nancy noted that the budget is tight. The Board noted there are areas to pay close attention to such as legal expense. Other line items of the report were discussed and explained by Nancy.

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Travelers insurance submitted an estimate of \$58,079.00 and Nancy is still working with Jeff Reardon on the list of miscellaneous items to be included in the policy. The web site domain was discussed and since the Town does not have a credit card to pay the cost for the domain, Matt Goodwin from Modern Concepts will continue the domain for us at a cost of \$100.00 for the five year term. Nancy requested a non-public session for a legal update with the Board.

At 6:30PM Chris Bowes made a **motion** to go into non-public session under RSA 91-A: 3 II (I) to review legal advice regarding Travelers Insurance coverage. Virginia Drew seconded the motion. A roll call vote was Hugh Curley – Yes, Chris Bowes – Yes and Virginia Drew-Yes. Motion passed.

At 6:55PM the Board returned from non-public session. No decisions were made.

Chris Bowes made a **motion** to seal the minutes. Virginia Drew seconded the motion. A roll call vote to seal the minutes was Hugh Curley – Yes, Chris Bowes – Yes and Virginia Drew-Yes. Motion passed.

**Administrators Report:** Kelly Dearborn-Luce reported on:

Gordon Ellis, Road Agent– was on vacation. A concern regarding the road conditions on Old Turnpike Road was submitted with a petition and Kelly will speak with Gordon. A concern about trees on old Turnpike Road was also received and Kelly will contact the owner.

Chief Yeaton– Lt. Joel French from the Fire Department will be participating in a grant from the State Fire Marshal's office /fire prevention program for Carbon Monoxide and smoke detectors. Hugh asked about the "Grant policy" (if required) for this type of participation and Kelly will check with the Chief. The postings for the employment opportunity for a FF/Paramedic and FF/AEMT went out.

Chief Preve– Selectman Bowes and Kelly will be meeting with the Chief tomorrow. Chief submitted his vacation schedule.

BOS meeting schedule and Dept head meetings July 16<sup>th</sup> and Oct 22

Web site launching – content users with each department for their own page: And site administrators which is Kelly, Nancy, Donna and each has different departments to post and/or oversee; Nancy has Budget / Trustees and Cemeteries – Donna has PB/ZBA/General Office and Assessing and Kelly has Admin/BOS, OMHRC, Parks, Health, Economic, Library, EMD, Highway and ZCO. Fire Dept is Joel & Nick. Police is James & Gail. Conservation is Alison. Town Clerk/Tax is Dawn. Planning Board is Kathy and Zoning Board is Glenn.

Deb Sargent would like to use the Old Town Hall for meetings for the OMHRC and would also like to clean up the area of the front hall. Board didn't see a problem with using the Old Town Hall and Deb will coordinate with Kelly for the key. Hugh did ask Deb to also coordinate with the Food Pantry when she is in there cleaning. Chris Bowes also mentioned that the use of the Town Hall should only be used for the meetings until October 15<sup>th</sup> (when heating season begins).

Kelly would like to thank Denise from Granite Image for her service and for creating the Firework Flyer. Board agreed to send a letter.

Jay is still working on setting the new bond amount for the cell towers and is considering \$50,000. But would like to confirm with CNHRPC first.

The final committee recommendations and ranking for the general administration and governance legislative policy are in the binder for your information.

Tim Northcott from M&N Assessing would like to meet with the Board to discuss the BTLA cases further for Eversource and Unitil on June 25<sup>th</sup> at 5:30. Board agreed to meet with Tim.

### **Discussion:**

Contract for BTLA / Consultant services (Unitil) and Eversource legal appeal will be discussed on June 25<sup>th</sup> when the Board meets with Tim Northcott from M&N Assessing.

(Two) Fireworks Donations were received. Chris Bowes made a **motion** to accept the donations of \$250.00 and \$50.00. Motion was seconded by Virginia Drew, all voted in favor. Kelly will send out thank you cards.

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Circle 9 fireworks – Kelly noted that a complaint had been filed regarding fireworks in the Circle 9 Campground. The police were also notified. When the Officer entered the campground the fireworks had stopped. Kelly spoke with both parties; Mr. Bob Bean and Mr. Sonny Sell and there may be a question regarding the interpretation of the letter of agreement that the Board signed for the Liquor license. The Board discussed the agreement and since the license was never obtained, the agreement doesn't regulate the use of the campground. The Board noted that the part about pyrotechnics and nudity not being allowed was regarding the use of the building for entertainment with the liquor license application. The Board agreed they cannot police the activities within the campground if permitted and have proper permits. The Board asked Kelly to notify Mr. Bean and check with Mr. Sell on the schedule and approvals for the fireworks for future information.

Perambulation plans & Invoice – Surveyor David Noyes submitted the invoice and completed the perambulation boundary line marker. Kelly will have the plans recorded if approved by the Board. Deerfield will pay half the cost of the invoice. Chris Bowes witnessed the setting of the boundary marker and approved the plans.

A fee waiver request was submitted for the use of Webster Park by the Epsom Bible Church, as they would like to use the ballfield for 3 Monday nights in July. The cost would normally be \$75.00. The Board discussed the operating expense for maintenance. Chris Bowes made a **motion** to reduce the fee to total of \$50.00 for all 3 nights. Motion was seconded by Virginia Drew, all voted in favor.

#### **Minutes to approve and sign**

Draft –May 21, 2018 were reviewed. Virginia Drew made a **motion** to approve the minutes. Motion was seconded by Chris Bowes. Joni Kitson asked the Board if she could amend her statement regarding the cost of the paving project to add the word “over” \$20,000. Chair Hugh Curley approved the amendment. Kelly will amend the minutes for signature. Motion passed.

Final – April 20/April 23/May 7<sup>th</sup> / all final minutes were signed.

Non-Public minutes –May 21, 2018 (x2 sessions). Virginia Drew made a **motion** to approve the non-public minutes for May 21<sup>st</sup>, session 1A. Motion was seconded by Chris Bowes, all voted in favor.

Chris Bowes made a **motion** to approve the non-public minutes for May 21<sup>st</sup>, session 1B. Motion was seconded by Virginia Drew, all voted in favor.

Virginia Drew made a **motion** to approve the non-public minutes for May 21<sup>st</sup>, session 2. Motion was seconded by Chris Bowes, all voted in favor.

#### **Minutes to approve and sign that were tabled from 4/23, 5/7 and 5/21 2018**

Draft – April 9, 2018 Hugh would like to amend the minutes by attaching the email that was referenced. Virginia Drew did not see that attaching the email to the Police Chief was prudent. Chris Bowes didn't see a problem with the attachment. Hugh Curley made a **motion** to amend the minutes; motion was seconded by Chris Bowes. Vote was; Virginia opposed, Hugh and Chris in favor. Motion passed. Minutes will be amended with new attachment and ready for signature at the next meeting.

#### **Selectmen Reports:**

Chris Bowes attended the Webster Park and Old Home Day meeting. Gary Perry is looking at installing a fence or railing for parking to prevent driving on lawn area and for safety. The firework flyer has been completed and Chris has spoken with some businesses about donations towards the display for Old Home Day weekend. More clean-up work has been done by Dave Fiortentino at the Route 4 rest area. The Board thanked Dave for his time!

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Virginia Drew spoke with the Fire Chief and noted how busy the department is with calls and how difficult some of the calls are to deal with. The OMHRC received 183 surveys and are still reviewing them. The “listening” session will be held soon and they have 70 people that are interested. Virginia attended the NHMA workshop for new elected officials and reviewed some of her notes with the Board.

**5 Minutes for Public Questions and Comments:**

Joni Kitson thanked the board for amending the minutes. Joni also commented on attaching any emails to the minutes that were not presented at the time of the meeting.

Len Gilman said he agreed that the Town should have a winter maintenance policy (as mentioned in Virginia’s notes of the workshop).

**Non-Public Session** per RSA 91-A: 3 II (a, b, c, d, e, f, g, h, i) As Necessary.

At 8:15PM Chris Bowes made a **motion** to go into non-public session under RSA 91-A: 3 II (C) reputations for tax payment agreement. Virginia Drew seconded the motion. A roll call vote was Hugh Curley – Yes, Chris Bowes – Yes and Virginia Drew-Yes. Motion passed.

At 8:25PM the Board returned from non-public session. No decisions were made. Chris Bowes made a **motion** to seal the minutes. Virginia Drew seconded the motion. A roll call vote to seal the minutes was Hugh Curley – Yes, Chris Bowes – Yes and Virginia Drew-Yes. Motion passed.

At 8:26PM Chris Bowes made a **motion** to go into non-public session under RSA 91-A: 3 II (L) review of legal advice. Virginia Drew seconded the motion. A roll call vote was Hugh Curley – Yes, Chris Bowes – Yes and Virginia Drew-Yes. Motion passed. At 8:40PM the Board returned from non-public session. No decisions were made. Chris Bowes made a **motion** to seal the minutes. Virginia Drew seconded the motion. A roll call vote to seal the minutes was Hugh Curley – Yes, Chris Bowes – Yes and Virginia Drew-Yes. Motion passed.

At 8:43PM Chris Bowes made a **motion** to adjourn. Virginia Drew seconded, all voted in favor.

Respectfully submitted,  
Kelly Dearborn-Luce  
Recording Secretary

*These minutes are in preliminary draft form only and are subject to change before final approval.*

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