**BOARD OF SELECTMEN’S MEETING**

Monday, April 10, 2017

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

**DRAFT**

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

**Donald Harty \_\_\_\_\_\_\_\_**

**Hugh Curley \_\_\_\_\_\_\_\_ or amended on \_\_\_\_\_\_\_\_\_\_**

**J Chris Bowes \_\_\_\_\_\_\_\_**

**Present:** Donald Harty, Chair; Hugh Curley, Vice Chair; J. Chris Bowes, Selectman;

and Kelly Dearborn-Luce, Recording Secretary.

**Staff Present:** Nancy Wheeler

**Other Attendees:** Joni Kitson, Virginia Drew, Gary Perry, Peter Muise, Tucker Jones, Robert Ross, Lola Duffort, Janet Henry, Wayne Preve and Lt. Michael.

The group recited the Pledge of Allegiance.

**Review and Accept Agenda** Hugh would like to amend the agenda for a non-public session, Kelly added intent to cut to be signed and Chris asked the Scouts to speak to the Board. Chris Bowes made a **motion** to accept the agenda as amended for Monday, April 10, 2017. Hugh Curley seconded the motion. All voted in favor.

Peter Muise introduced Tucker Jones, who would like to speak with the Board regarding an Eagle Scout Project. Tucker would like to build a 5’ retaining wall in Webster Park near the portable bathrooms. The wall would consist of block and brick. Funds are being raised for the project and Gary Perry would like to match the funds from Webster Park funds. The Board reviewed the contract and Tucker showed some pictures of the construction of the wall. The Board signed the contract and thanked the Scouts for coming in. Gary also spoke about the Scouts being interested in working on walking trails within the park.

**Staff:**

Nancy Wheeler said the budget still has not been merged due to the legislative discussion on postponement of election/voting day. A spreadsheet of the budget has been sent out to Departments. The legislative decision should be confirmed by April 20th. The Board will discuss again at their next meeting. Chris Bowes said he will be having a discussion with Nancy on the language for an article for funding the replanting project at Webster Park.

Kelly Dearborn-Luce reported on the following: BCEP appointments were discussed and Hugh Curley will stay as the Selectmen rep. The manager at Metrocast has been contacted regarding broadcast information but has not return message yet. Job description was revised regarding the assistance of property liability insurance. Hugh Curley made a **motion** to approve and sign the revised job description for Kelly. Chris Bowes seconded the motion, all voted in favor. There will hydrant flushing between April 24 and 28th. Conservation cleanup day is posted and they would like to waiver the fees at BCEP. Board agreed and signed the waiver request. The State auction will be held May 20th and the departments have been notified. The Emergency Plan is ready for the board to review and update. Gordon called to say that the roads will be unposted as of April 17th.

**Signature:**

Accounts Payable/Manifest was reviewed and signed.

Payroll was reviewed and signed.

Thank You Letter from the Board to Tim’s Truck Capital for use of their sign was signed.

Vacation request was reviewed. Don Harty signed the request.

Veteran Exemption for Map U06 Lot 10 was reviewed. Chris Bowes made a **motion** to approve the exemption. Motion was seconded by Hugh Curley, all voted in favor.

Spouse of Veteran Exemption Map U16 Lot 8-1-13 was reviewed. Chris Bowes made a **motion** to approve the exemption. Motion was seconded by Hugh Curley, all voted in favor.

MS-232 Report of appropriations was reviewed and signed.

Appointment paper for Richard Bilodeau for Emergency Management Director for term ending in 2018 was reviewed. Don Harty asked about the job description and noted that it had not been signed. The Board would like to speak with Rick first before re-appointment paper signed.

Charitable exemptions for Evergreen Lodge No. 53, Epsom Bible Church and for New Rye Church were reviewed and signed.

Intent to cut for Map R04 Lot 25. Chris Bowes made a **motion** to approve the intent to cut for Map R04 Lot 25. Motion was seconded by Hugh Curley, all voted in favor.

Conservation Roadside Clean-up day. Board signed the request for no fees of the clean-up disposal at BCEP.

Elderly exemption - Chris Bowes made a **motion** to approve the exemption for Map U11 Lot 2-1. Motion was seconded by Hugh Curley, all voted in favor.

**Discussion:** Selectmen Elections & Liaisons –

**Chair** for the Board of Selectmen. Hugh Curley and Chris Bowes agreed that Don should remain Chair. Motion made by Hugh Curley to keep Don Harty as Chair, motion was seconded by Chris Bowes, all voted in favor.

**Vice Chair** for the Board of Selectmen. Don Harty and Chris Bowes agreed that Hugh should remain Vice Chair. Motion made by Chris Bowes to keep Hugh Curley as Vice Chair, motion was seconded by Don Harty, all voted in favor.

*The following is the list of appointed liaisons for the Board:*

**Don Harty** – Highway Department, Conservation Committee, Zoning Board of Adjustment, (shared) Economic Development, Safety Committee, Legal, Town Assoc (SVRTA) and Perambulation.

**Hugh Curley** – Zoning Compliance Officer, Police Department, Planning Board, (shared) Economic Development, Library, BCEP, Budget Committee, Cemetery Committee and River Study/Hazard Mitigation (if required).

**Chris Bowes** – Office Staff, Welfare Officer, Health Officer, Fire Department, (shared) Economic Development, Emergency Management Officer and Parks & Recreation.

Chris Bowes will attend the next scheduled Economic Development meeting on May 2nd.

Police Detail Rates continued– tabled from last meeting. The Board reviewed the revised list of roads. The Chief would like to increase the detail rates. The rates for surrounding Towns were discussed. Board and Chief held a lengthy discussion regarding the roads that require police detail or roads that require a flagger. Board agreed that the list of roads could be revised and not so extensive. Hugh noted that some roads “might" not need a police detail, depending on the activity and the Chief would require a phone call from the Utility Company first. Board discussed revenues and the rates for the details. Hugh Curley suggested splitting the rates for example: instead of the current $58.00, an increase of $9.00; raise the Officer rate from $25 to $39, decrease the cruiser rate from $13 to $10 and the balance to go towards the Administrative and Retirement fund. Chris Bowes stated he did not agree with an increase. Chris also stated that there has to be a cut-off point when we say enough and no more increases or it will never stop. Chris said just because other Towns have a higher pay rate for police details does not mean we (Epsom) have to follow and that the ultimate increases will affect the consumers. Chief Preve spoke about the details being one benefit with the hiring process.

Hugh Curley made a **motion** to approve an increase for the police detail rates from $58.00 to $64.00 (the rate of the officer to be $39, decrease the car to $10 and the balance of $5 to be split for Administrative fee & retirement) the motion was seconded by Don Harty. Vote was Hugh – yes, Don – yes and Chris – no. Motion passed.

Chief also noted that Gordon would like the expedition car when the Police are done with it. Don will speak with Gordon.

Request for building permit fee reduction – Sunrise Meadow Senior Housing (Krist and Wendy Nelson) would like to request a building permit reduction. The current fee is at $750.00 per unit. The building permit application is for 24 units. The request is for $1,500. The reasoning is stated as (1) there will be no school impact and (2) less inspections required. The Board discussed the request and would like to speak with Jay about the inspections and research what fees were paid for Morgan Estates. The Board will discuss again at next meeting.

Kettle Rock Road – Don Harty spoke about the property/land the Town owns and would like to get ready to sell. Don walked the property with Realtor Bobbi-Lynn Thomas and noted that some of the property lines are not visible. Don would like to have the boundaries flagged before advertising for sale. Board agreed to have the Town Forester flag the boundaries. Kelly will contact Ron.

**Scheduled Time:** 6:45PM Public Hearing.

Hazard Mitigation Grant Program for project on New Orchard Drainage Improvements. The amount of the grant is $106,262.00. The Board discussed the grant information. Nancy Wheeler explained the process. The Board of Selectmen is accepting the Hazard Mitigation Grant Program agreement as presented for the New Orchard Drainage Improvements. Residents at 341, 346 and 412 addressed some drainage and wash out concerns at their property. Don Harty will bring Gordon up to speak with them and view the drainage.

Chris Bowes made the following **motion:**

The Town of Epsom, Board of Selectmen, in a majority vote, accepted the terms of the Hazard Mitigation Grant Program (HMGP) as presented in the amount of $106,264.00 for the purpose of upgrading the drainage on New Orchard Road. Furthermore, the Board acknowledges that the total cost of this project will be $141,685.00 in which the Town will be responsible for a 25% match which equals $35,421.00. Motion was seconded by Hugh Curley, all voted in favor. The agreement was signed and notarized. Public hearing closed at 7:15PM.

**Minutes for review and discussion:**

Draft – March 27, 2017. Hugh Curley made a **motion** to approve the minutes. Don Harty seconded the motion. All voted in favor except Chris Bowes abstained.

**Minutes to sign:**

Final - March 13, 2017 were reviewed and signed.

**Minutes to sign cont;**

Non-Public Minutes March 27, 2017 (sealed). Hugh Curley made a **motion** to approve the non-public minutes. Motion was seconded by Don Harty. All voted in favor except Chris Bowes abstained.

Special Meeting April 3, 2017 – Hugh Curley amended the minutes to note the time he had to leave for another appointment. Chris Bowes made the **motion** to approve the minutes as amended. Motion was seconded by Don Harty. All voted in favor except Hugh abstained.

Non-Public Minutes April 3, 2017 (sealed). Hugh Curley made a **motion** to approve the non-public minutes. Motion was seconded by Chris Bowes, all voted in favor.

**Selectmen Liaison Reports:**

Chris Bowes spoke about the work/clean up in Webster Park. The stumps were removed and no extra charge for removing more than anticipated. The small pavilion needs to be repaired and Gary Perry is getting some quotes. Northwood Lake Association sent a thank you letter. The roads will be unposted as of April 17th.

Hugh Curley said he will speak with Jay about the new owners of Blake’s Campground to welcome them to Town.

Don Harty spoke about the first meeting with Economic Development (2017) Committee. Mike Tardiff from CNHRPC facilitated the meeting. Members have some assignments. Don and Glenn Horner are researching the town trails to promote recreational uses. Don also spoke about the grader and now that he is the liaison for the Highway Department he will be speaking with Gordon about not adding more money & repairs to the grader.

**For your Information:**

ZBA Decisions (Eames & Stewart)

Notice to BTLA final tax bill was sent

2017 MS-123 from Town Clerk

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

Joni Kitson asked about an invoice for Metropolitan (rock salt accelerant) and Don said he will ask Gordon.

Virginia Drew asked about putting the Northwood Lake thank you letter on the website and about the signing of the FEMA agreement for New Orchard Road.

*Non Public sessions:*

At 8:25PM Hugh Curley made a **motion** to go into non-public session (#1)under RSA 91-A: 3 II (a) personnel.Chris Bowes seconded the motion. A roll call vote was Don Harty – yes, Hugh Curley – Yes, and Chris Bowes – Yes. Motion passed.

At 8:55PM the Board returned from non-public session. One decision was made and Hugh Curley made a **motion** to seal the minutes. A roll call vote to seal the minutes was Don Harty – yes, Hugh Curley – Yes, and Chris Bowes – Yes. Motion passed.

At 8:55PM Hugh Curley made a **motion** to go into non-public session (#2) under RSA 91-A: 3 II (a) personnel.Chris Bowes seconded the motion. A roll call vote was Don Harty – yes, Hugh Curley – Yes, and Chris Bowes – Yes. Motion passed.

At 9:00PM the Board returned from non-public session. One decision was made and Hugh Curley made a **motion** to seal the minutes. A roll call vote to seal the minutes was Don Harty – yes, Hugh Curley – Yes, and Chris Bowes – Yes. Motion passed.

At 9:05PM Hugh Curley made a **motion** to adjourn. Chris Bowes 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*.