**BOARD OF SELECTMEN’S MEETING**

Monday, February 13, 2017

Call Meeting to Order **5:30PM**

**DRAFT**

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

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

**Hugh Curley (Absent) or amended on \_\_\_\_\_\_\_\_\_\_**

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

**Present:** Donald Harty, Chair; J. Chris Bowes, Selectman and Kelly Dearborn-Luce, Recording Secretary.

**Staff Present:** Nancy Wheeler

**Other Attendees:** Virginia Drew

Don Harty opened the meeting at 5:30PM.

Chris Bowes made a **motion** to go into non-public session per RSA 91-A: 3 II (a), personnel, performance review. Don Harty seconded the motion. A roll call vote was Don Harty – yes and Chris Bowes – Yes. Motion passed.

Board came out of non-public and back into regular session at 5:50PM.

No decision was made.

Chris Bowes made a **motion** to not seal the minutes. Don Harty seconded the motion, all voted in favor. A roll call vote to not seal the minutes was Don Harty – yes and Chris Bowes – Yes. Motion passed.

**Review and Accept Agenda:**

Chris Bowes made a **motion** to accept the agenda for Monday, February 13, 2017. Don Harty seconded the motion. All voted in favor.

**Signature:**

Accounts Payable/Manifest was reviewed and signed.

Payroll was reviewed and signed.

Library Trustees annual agreement (2017) was reviewed and signed.

Vacation extension request from an employee was reviewed. Chris Bowes made a **motion** to roll over the vacation hours (to be used by February 27th) and to not allow rolling over the personal time. Motion was seconded by Don Harty, all voted in favor.

**Staff:**

Nancy Wheeler reported on the invoice from Generators regarding the 2016 service/maintenance on the generators. The invoice was never received in December. Nancy spoke about “Clear Gov” which is a financial company that provides data tools to local governments. Kelly will contact the company to see if they would like to come in to speak with the Board.

Kelly Dearborn-Luce spoke about the status of the Town Report. The printer will be providing a proof this week and we are just waiting on the financial/treasurer reports. Nancy said they are being worked on. The Board would like to see if Keith Cota is interested in helping out the Selectmen as Pro Tem on March 14, 2017, Kelly will contact Keith. Matt Goodwin will be coming in to the office for Web Site training on Wednesday morning. The Unitel tax appeal has been filed and sent to the Attorney.

**Discussion:**

Request for entertainment letter for Circle 9 was reviewed and discussed. The draft letter has been sent to the Attorney for legal review. The Board will wait to hear review before signing and sending the letter.

Economic Development Committee – Kelly reported on the status of the recruitment. We now have 3 volunteers. Kelly spoke with Mike Tardiff from CNHRPC and the group should start meeting soon. The Board reviewed the 2017 Economic Development Charter. Chris Bowes made a **motion** to approve the Charter for 2017 Economic Development Committee, motion was seconded by Don Harty, all voted in favor. The Board reviewed the 3 appointment papers for the volunteers (Chris Pepin, Bobbie Lynn Thomas and Liz Jones-Robinson.) Chris Bowes made a **motion** to approve the 3 volunteers for the 2017 Economic Development Committee, motion was seconded by Don Harty, all voted in favor. Kelly will contact the group to set up a meeting. Kelly also spoke about the transportation program/survey that CNHRPC and NHDOT will be working on and Chris Bowes drafted a letter to go out to the residents for some ideas to help out with businesses and traffic concerns on Route 4.

Sale of Town Owned Property – Don Harty said an offer has been made to purchase the mobile home that was just out to bid but no one had bided on it during that time frame. Don would like to accept the offer and have Town Attorney review the sale process. Chris made a **motion** to accept the $1500.00 offer from Ron Hutchins for the property at 11 Christmas Tree Park. Motion was seconded by Don Harty, all voted in favor.

**Minutes for review and discussion:**

Draft – January 30, 2017 were reviewed. Chris Bowes made a **motion** to approve the minutes. Don Harty seconded the motion, all voted in favor.

**Minutes to sign:**

Minutes from January 17, 2017 were tabled. (Hugh Curley needs to sign.)

**Selectmen Liaison Reports:**

Chris Bowes reported on the Highway Department shed status and the 6-wheeler that was being lent to the Town by Advanced Paving has been returned. Chris also noted that the work at Webster Park is still on-going. Chris also said that the original Charter for Epsom was dated May 1727 and will be 290 years old.

**For your Information:**

2017 Ballot

Ash Trees & Bugs

Red List Bridges from DOT

Executive Council Meeting updates

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

Virginia Drew spoke about the Web Site. Virginia also stated that Gordon (Road Agent) did a great job with the roads during storm.

At 6:30PM Chris Bowes made a **motion** to adjourn. Don Harty 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*.