**BOARD OF SELECTMEN MEETING**

**Monday, December 10, 2018 Call Meeting to Order 6:00PM**

**DRAFT**

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

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

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

**Virginia J. Drew \_\_\_\_\_\_\_\_**

**Present:** Hugh Curley, Chair; J. Chris Bowes, Vice-Chair and Virginia J. Drew, Selectman

**Staff Present:** Nancy Wheeler, Town Financial Administrator

**Other Attendees:** Joni Kitson, Chief Wayne Preve, Lt. Mark Loomis, Betsy Bosiak

The group recited the Pledge of Allegiance.

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

**Dispatch Module - Lt. Mark Loomis, Merrimack County Dispatch** Lt. Loomis gave an overview of the proposed multi-agency dispatch system. This would be a all new software for our current systems, but will allow the PD more information to assist them. Currently our PD can only access our own records, under the proposed system, they would have access to everything that is available to the County. Chief Preve noted that the department has funds available currently to purchase the new system this year. He feels that this would be a priority item for the safety of his officers. Later they could expand this system to explore implementing E Crash and E ticket programs

Virginia Drew congratulated the Epsom Police Association for their successful Toy Drive and noted that she was humbled at the generosity of our town.

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

At 7:04 PM the Board returned from non-public session. 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.

**Financial Administrator Repor**t - Nancy Wheeler reported that the preliminary audit has been done and the complete audit will be finished in April. The town has received payment from the insurance company to cover the fence damage at Webster Park from 2 seperate automobile accidents.

**Town Administrator Report** - Chairman Curley noted that there will not be an Administrator’s Report as the Board has received a letter of resignation from the Town Administrator.

**Signature Items** - **Accounts Payable/Manifest** was reviewed and signed. Payroll was reviewed and signed. The 2018 **Equalization** Municipal Assessment Data certificate was signed by the Board.

**GIS Agreement-** Internet services annual maintenance agreement with CAI technology was reviewed. Virginia Drew made a motion to approve and Chris Bowes seconded. All in favor.

**Solar Exemption** for Map R11-21 was reviewed. Chris made a **motion** to approve the exemption. Motion seconded by Virginia. All in favor.

**Veteran & Disabled Exemption** for Map U18-6-35 was reviewed. Chris made a **motion** to approve the exemption. Motion seconded by Virginia. All in favor.

**Veteran Spouse Exemption** for Map U9-15-10 was reviewed. Chris made a **motion** to approve the exemption. Motion seconded by Virginia. All in favor.

**Veterans Exemptions** for Map U4-18-17 and Map U8-8-2 were reviewed. Chris made a **motion** to approve the exemptions. Motion seconded by Virginia. All in favor.

**Donations -** Chris made a **motion** to accept an anonymous donation to the Town Welfare department of $573. Hugh seconded. All in favor. Chris made a motion to accept a donation of $200 to Town Welfare. Hugh seconded. All in favor. Chris made a motion to accept a donation of $100 to Town Welfare. Hugh seconded. All in favor. A donation for the Old Meeting House Revitalization Committee was reviewed and could **not** be accepted as written. They will be notified that the check must be written out to the Town of Epsom with the OMHRC noted in the memo.

**Discussion -** Chairman Curley brought forward a request from the Road Agent regarding funding for his part time position line. Chairman Curley felt as long as the bottom line of his budget remains unchanged, he would be in favor of additional hours for the part time position. There was discussion regarding the importance of keeping the position less than part time, to avoid it becoming a permanent/part time position which would involve certain benefit costs. Chris Bowes also expressed his approval to increase the part time position and line item. There was further discussion that the budget is now with the MBC and changes would need to be approved by them.

The board discussed the CAI Tech estimate for mapping noting that is extremely expensive and may need to be funded in increments.

Chairman Curley proposed to have an evening forum to provide information to residents regarding the open town positions for the upcoming elections. Discussion to do this civic engagement activity tentatively on Jan. 15, 2019.

**Minutes to approve and sign -** Draft minutes of December 3, 2018 were reviewed. Chris Bowes made a **motion** approve the minutes as amended. Motion was seconded by Hugh Curley. All in favor.

Non-Public minutes on December 3, 2018 were reviewed. Chris Bowes made a **motion** to approve the non- public minutes of session #1 on December 3, 2018. Motion was seconded by Virginia Drew, all voted in favor. Chris Bowes made a **motion** to approve the non-public minutes of session #2 on December 3, 2018. Motion was seconded by Virginia Drew, all voted in favor. Chris Bowes made a **motion** to approve the non-public minutes of session #3 on December 3, 2018. Motion was seconded by Virginia Drew, all voted in favor.

Chris Bowes made a motion to adjourn. Virginia Drew seconded, all voted in favor.

Submitted: Virginia J. Drew, Selectman

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