

**TOWN OF EPSOM
BOARD OF SELECTMEN
940 SUNCOOK VALLEY HIGHWAY
EPSOM TOWN OFFICES
APRIL 15, 2019
6:00 PM**

**Hugh Curley
Virginia Drew
Cheryl Gilpatrick**

Approved _____

Staff Present: Nancy Wheeler; Dawn Calley-Murdough

Other Attendees: Joni Kitson; Wayne Preve; Stewart Yeaton; Glen Horner; Kathy DesRoches; Dawn Blackwell; Jay Hickey; Gary Perry; Scott Elliott; Dave Fiorentino

Hugh called the meeting to order at 6:00 PM.

Pledge of Allegiance

Hugh asked Kathy to lead the Pledge of Allegiance.

Hugh introduced Dawn as a new town employee.

Discussion:

Update Board on Recent Activities Confirmed: Police, Highway, Zoning Board, Fire
Zoning Compliance, Town Clerk/Tax Collector
Unconfirmed: Planning Board, Conservation Comm., Emergency Management
Not Attending: Health, Welfare

Review of Purchase Policy and Vendor Policy

Hugh asked Nancy to discuss the policies.

Nancy noted the Vendor Policy of attempting to use the existing Vendors. She noted that a Tax ID Number and a W-9 are required for new vendors. She noted that the object is to not have a number of vendors supplying the same items.

Nancy discussed the last time the Purchase Policy was revised was 2018 with other modifications in 2011 and 2014. It should also be documented as to if other vendors were contacted also for a bid.

Virginia noted the biggest thing is not the lowest price, but the best value. Cheryl clarified that there is no longer a list of items that do not have to be bid out.

Nancy noted she has distributed an expense report to date to all department heads. If you have questions please contact Nancy.

Hugh noted the Board has made adjustments due to the budget not passing and having a default budget.

Chief of Police Wayne Preve

Chief Preve noted he had the mileage reports for February and March. Chief Preve noted the DARE graduation would be on April 17 at the Epsom Central School. He noted the money was raised through the association, public and businesses. They raised two years' worth of funds this year. On April 27 the department is holding a Drug Take Back Day from 10 AM to 2 PM. They are in the process of connecting to Merrimack County Dispatch. 150 invitations to Great Bay graduates were sent out. Only one person passed the PT test but did not pass the oral boards. Chief Preve noted he did not want to spend \$500.00 to run ads for a candidate.

Chief Preve noted the current candidate has been taking the PT test every time he works and has been passing them.

Chief Preve noted work will begin on April 23rd on Route 28 north by NHDOT. The work will continue into June and be from 6:00 PM to 6:00 AM. He noted that Chief Collins, Pittsfield, Chief Clark, Chichester and he will be meeting to discuss the use of the speed trailer. Chief Preve noted he received speed counts on two roads from Central New Hampshire Regional Planning Commission. He has also requested further reports this year.

The grant application for speed was submitted today. Chief Preve discussed the potential new vehicle. They are only making 2020 Ford Explorers as Police cruisers. He noted the equipment does not swap to the new vehicle. He noted the 2014 would be going to the auction if a new vehicle was purchased. He noted it is approximately \$8,200.00 for the equipment. Chief Preve noted with the equipment a vehicle would cost \$41,000.00. Chief Preve discussed waiting to the end of the year and ordering a new vehicle if they have the funds.

The 2014 Explorer has the check engine light coming on. It is the emissions and he is being told that it would not pass inspection.

Cheryl noted that they are beginning the water line installation on June 1st asking if there has been any coordination with the two projects. Chief Preve said not to his knowledge.

Virginia asked how the officers are doing with the current staffing. Chief Preve noted that things are working fine, they do not have issues with the shifts that they have at this time. Virginia asked if the information for the Drug Take Back Day was on their Facebook page. Chief Preve noted that it was and he would be putting it on the sign.

Scott Elliott, Road Agent

Scott discussed the Department of Corrections program using 2 men a day four days a week. Scott noted he would like to have accounts at the Circle Market and Subway to purchase lunch for the workers two days a week.

Scott discussed work on New Orchard Road and drainage work to be completed on Hoyt Road and Lords Mill Road.

Scott would like to get involved with Earth Day. He noted he could leave the truck at the school and/or the Old Town Hall for people to deliver trash. He could also use the truck to pick up the trash bags along the side of the road. Cheryl felt it would be better to have the trash picked up along the road.

Scott noted that Jessie is working out very well. Scott noted that there is not one applicant for the position and would like to employ Jessie full time.

Scott noted they have had serious work completed on the backhoe. Virginia questioned an invoice for the work and requested future invoices be more specific.

Scott noted they have completed a great deal of pot hole repair. He plans to begin grading next week. He asked if the ditching and grading required bids. He thought these items were exempt from the Purchase Policy.

Hugh asked if Scott would be using the Town's grader to complete the work. Scott noted for some of the roads, it is not big enough to do all the town roads.

Zoning Board of Adjustment – Glen Horner

Glen noted they are on their 3rd case this year. They are doing training on June 1st. Hugh noted that Virginia always praises Glen for the way he runs the meetings.

Glen noted that he has been working on the trash pick-up. Cheryl noted that there is concern with items that people throw out their vehicle windows.

Fire Chief Stewart Yeaton

Chief Yeaton noted if there are needles found to call the department. He also suggested people picking up trash wear gloves.

They are training the 2nd Monday of the month with other towns for medical issues. He noted that everyone who needed to recertify (EMTs) has passed. Chief Yeaton noted that there are a number of area towns with either no chiefs or new chiefs.

Chief Yeaton noted they sent a crew to the Concord fire last week. Concord Hospital has changed the way they see patients arriving via ambulance. They require more information from the towns as they are bringing people to the Emergency Room; and that some incoming patients be triaged by the ambulance staff.

There are issues with the transmission for the Unimog. He noted they have found one in Buffalo, New York. They are waiting to purchase it due to the default budget. Shipping costs were discussed with Chief Yeaton indicating he has a way to have it shipped reasonably.

Chief Yeaton discussed Sunday coverage is becoming difficult. He noted the cases that they have had. Hugh noted that he was concerned with the issues for the staff of the Fire and Police Departments.

Parks and Recreation – Gary Perry

Gary noted that it is drying out so they can begin working at the Park. Hugh asked the amount for trees that they have; Gary noted \$5,000.00. Gary would like to put in irrigation so he does not have to water the trees every day. He noted there are some trees down at the swimming area that have to be removed.

Zoning Compliance Officer – Jay Hickey

Jay noted Kingstowne is going up for a vote on April 23rd. He noted some zoning issues occurring. Permits are coming in. The 36-lot subdivision on North Road is about a third completed. It should be completed this year.

Jay discussed a case that the Town assisted with after the tornado. Jay noted he recently had a call from the owner regarding a court case against the town.

Jay noted that there are issues with septic systems constructed 10 to 15 years ago that are failing.

Jay noted that Getaway Campground is following most of the rules. Chief Preve noted he is getting a lot of complaints regarding the guests from area residents for speeding. Hugh asked if there would be signs would it assist. It was discussed. Nancy noted that the manager had called her about putting up signs. Jay suggested Getaway have walking maps to the Town Forest. Betsy noted that a resident had recently complained to her as the guests walk over private property treating it as public lands.

Planning Board – Kathy DesRoches

Kathy noted that she did not plan anything. She indicated the Board was having more public hearings. Hugh discussed the redevelopment of the Care Pharmacy property. Kathy noted the Board approved self-storage units on Gauthier Drive.

Cheryl discussed the redevelopment of the Sherwood Inn property. She discussed they are working to clean up the property.

Town Clerk/Tax Collector – Dawn Blackwell

Dawn noted that they have been busier than usual with a lot of new car registrations. She noted the unpaid property tax amount has increased.

The lien date is May 6th with the deeding date being June 17th. They are having more campers default on taxes with Dawn requesting the Board not take them. Notices will be sent out soon, as well as property tax bills.

Virginia asked if any of the department heads had questions for the Board. Hugh asked if they would like a separate meeting as tonight or be integrated with other meetings. Most liked having a separate meeting.

People obtaining the Board's e-mails recently have had complaints was discussed. The Website and other issues were discussed.

Cheryl discussed recent e-mails she has received.

Virginia motioned to close the meeting; Cheryl seconded the motion. The motion passed.

Hugh adjourned the meeting at 7:41 PM.

Respectfully Submitted,

Betsy Bosiak,
Recording Secretary

Non-Public Session per RSA 91-A: 3 II (a, b, c, d, e, f, g, h, l) as necessary

Please note that all Board of Selectmen meetings /hearings/sessions are held at the Selectmen's Office, 940 Suncook Valley Highway unless otherwise noted.