

**TOWN OF EPSOM
BOARD OF SELECTMEN
940 SUNCOOK VALLEY HIGHWAY
EPSOM TOWN OFFICES
AUGUST 12, 2019
6:00 PM**

**Virginia Drew
Cheryl Gilpatrick
Hugh Curley**

Approved: HC/CG Vote: 3 – 0 in favor

Staff Present: Nancy Wheeler

Other Attendees: Joni Kitson; Deb Sargent; Len Gilman; Scott Elliott; Leon Sargent

Virginia called the meeting to order at 6:03 PM.

Pledge of Allegiance

Virginia asked Joni to lead the Pledge of Allegiance.

Review and Accept or Amend the Agenda

Amendments to the agenda were discussed. Cheryl had an item from the Highway Department. Virginia wanted to add scheduling upcoming meetings and a non-public meeting.

Cheryl motioned to approve the agenda as amended, Hugh seconded the motion. The motion passed.

Scheduled Appointments N/A

Finance Report:

Nancy noted the APs and the manifests. She noted the school treasurer requested a check after the last meeting. It was processed with the manifest in the folder for signature.

Nancy noted there would also be requests to transfer money to the Trustee of Trust Funds.

Nancy noted the amount of the Highway Block Grant from NHDOT is \$134,923.41.

Nancy noted there was a copy of the receipt for Old Home Day cash donations for the Meetinghouse.

Cheryl motioned to accept the Old Home Day cash donations for the Meetinghouse in the amount of \$136.66, Hugh seconded the motion. The motion passed.

Nancy noted that she would also like to have a form signed for BCEP to waive the fees for refuse of some printers, etc. from the Town Office. The Board executed the form.

Nancy noted that Kathy DesRoches and she had been e-mailing regarding the escrow funds for Gauthier Drive. She will be providing the information to the Planning Board.

Nancy has been providing information and working with the company testing for fraud of the town accounts.

Signature/Approval Items

Accounts Payable and/or Payroll Manifests - Signed
Accept OHD Fireworks Donations

Nancy noted she had given the Board the list of fireworks donors. She noted there were 4 anonymous donations. The total amount of donations was \$3,025.00.

Hugh motioned to accept donations from Merrimack Valley Paintball (\$40.00); White Mountain Coffee (\$200.00); Davis Fuels of Epsom, Inc. (\$350.00); Bartlett Tree Experts (\$200.00); Spray Foam Insulators (\$200.00); Tim's Truck Capital (\$500.00) and anonymous (4 donors - \$460.00) for Old Home Day Fireworks, Cheryl seconded the motion. The motion passed.

Assessing Signature/Approval:

Hugh motioned to approve the LUCT for R15-4-9, R 15-4-10 and R-15-4-35, Cheryl seconded the motion. The motion passed.

Discussion:

Fire Department Generator Grant Information

Nancy noted there should be quotes or estimates coming in. She has not heard from Home Land Security or Emergency Management if this would be part of the larger grant. Hugh requested she ask if the refurbishing of the building this year could be used. Nancy noted the grant for the generator is good through September 2020. She noted that the Fire Chief asked if the Emergency Management Director could find grants for radios also.

Encumbered Highway Funds Discussion

Cheryl noted currently there are funds encumbered to overlay Old Town Road Extension. Cheryl indicated the Road Agent noted additional work is required and the funds would not cover all the work required. The Road Agent noted that it may also need culvert work and must be shimmed before overlay so he would like to reallocate the funds to pay the balance for the work completed on Lords Mill/Hoyt Roads.

Virginia noted Nancy has researched the encumbrance and the minutes indicate it was for the Highway Department, not for a specific project.

Hugh questioned the purchase order for mowing, Nancy noted that the list of encumbrances for 2019 did not include a purchase order for mowing.

Virginia requested input from the Road Agent. The Road Agent discussed the work that is required for Old Town Road Extension. Virginia asked if this work would be included in next

year's budget. The Road Agent indicated there are other higher priority roads that need to be completed, i.e. North Pembroke Road that is a high commuter road.

Cheryl motioned to use the \$87,943.73 encumbered for the Lords Mill/Hoyt Roads work, Hugh seconded the motion. The motion passed.

Cheryl noted that the Road Agent requested replacement of the security system at the Highway Department. It was discussed that the cameras currently are not connected to a monitor and are not working. The Road Agent noted that the system was privately installed. Cheryl noted this is a preliminary discussion. Hugh asked if anyone had spoken with the previous Road Agent regarding the cameras and was advised no.

Virginia indicated that this is the first she has heard of the situation. Hugh will check with the previous Road Agent as to the status of the system, and for contact information and will get in touch with the security installer.

Scott noted that a gentleman called him regarding a tree across the class 6 section of Range Road. The gentleman has requested he be allowed to remove the tree as a training for other people. Virginia requested the Road Agent work with the Fire Chief to determine if the road should be opened as a fire road.

Joni noted it should not be an issue as long as the wood is left on the side of the road that the stump is on. Nancy noted the Fire Chief may want to have his department remove the tree.

Epsom Historic Structures Stewardship Committee Nominations

Virginia noted that she requested to be the Selectmen's Representative. She noted that Val Long and Chuck Driesbach are willing to serve. She noted the Library Trustees would also give a name.

Update Regarding Sale of 2 B Street

Hugh has spoken with Dawn who has spoken with town counsel. It was suggested that a limited sale be completed due to the Park restrictions.

The Board would like to move on this as quickly as possible. Virginia is concerned with the lot rent. She requested Hugh speak with the park owner regarding waiving it.

Nancy asked if the Town would be satisfying the requirements listed. Hugh believed it would be sold as is with the new owner having to satisfy the requirements.

Website subscribe to E-Alerts and Nixle Alerts

Cheryl noted that Dawn and she were looking at the process of getting information for Website alerts. She noted that Dawn was to obtain more information. The Board will table the item until Dawn attends a meeting.

Maintenance concerns of the Town Office were addressed. Virginia will be working with Nancy and the landlord regarding the building maintenance. Nancy noted that a new membrane is to be installed on the roof.

It was also noted that the lease expires in 2020 and the Board should be considering what they would like to do at that time.

Approval of Minutes

Public 7/29/2019

Non-Pubic 7/29/2019

It was determined to table the minutes until the person who did them was present at the next meeting.

Update Meeting Schedule

Virginia noted she would like to have a meeting on August 19th due to the number of pending items before the Board. Virginia would also like to have the Board meet with the office staff to discuss items. Dates were discussed with the meeting scheduled for September 3rd at 5:00 PM to meet with the Office Staff. The meeting on August 26th will be cancelled. There is a Department Head meeting on August 30th.

Cheryl suggested having more of a roundtable discussion at the department head meetings. Virginia noted the Department Heads should be prepared for this.

Selectmen Reports

Hugh discussed having the board meet with Attorney Mullen for a pretrial meeting for the towns court cases.

Virginia noted the Meetinghouse is progressing. There was a great response on the fireworks donations. Attendance was down at Old Home Day but a great time was had by all who attended.

Virginia noted that 2027 is the 300th anniversary of Epsom. She suggested beginning a committee to plan for a large celebration. Hugh discussed having a budget for the committee to fund any celebration over several years.

Cheryl noted that Dick Frambach was nominated as citizen of the year. Scott assisted the Park Commission with constructing a fence to protect the playground. Cheryl noted the areas the reclaimed material donated by Pike was installed around Webster Park.

The Planning Board will be interviewing engineers on Wednesday for engineering services. The Road Agent will also be attending.

The work on Lords Mill and Hoyt Roads is completed. The Highway Department is working on repairing water issues on Leighton Brook.

5 Minutes for Public Discussion

Joni asked if the Fire Department had obtained further quotes for the work to be completed there. Hugh noted it would be broken down into three different quotes due to the type of work; demolition, construction, and flooring.

Nancy noted on Wednesday the gentleman will be coming to finish pulling the lines and putting the outlets in and getting the phone system installed.

Virginia noted that Chris Bowes did a lot of work for Old Home Day and coordinating the Fireworks donations.

Other Business (as agenda is subject to change)

Non-Public Session per RSA 91-A-3 II (a, b, c, d, e, I, L) as needed

Cheryl motioned to go into non-public per RSA 91-A:3 II (c), Hugh seconded the motion. The motion passed with Virginia voting yes, Cheryl voting yes and Hugh voting yes. The Board went into Non-Public Session at 7:21 PM with Virginia requesting Nancy join them.

Cheryl motioned to return from Non-Public at 8:21 PM, Hugh seconded the motion. The motion passed. Virginia noted that no decisions were made.

Correspondence – FYI:

Cheryl motioned to adjourn the meeting; Hugh seconded the motion. The motion passed.

Virginia adjourned the meeting at 8:21 PM.

Respectfully Submitted,

Betsy Bosiak,
Acting Recording Secretary

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

POSTED: 8/9/2019 @ Epsom Town Office/Post Office/Website