

**Town of Epsom
Board of Selectmen Meeting Minutes
April 11, 2022 at 5:00 PM**

Virginia Drew, Chair
Cheryl Gilpatrick
Meadow Wysocki

Approved: **Gilpatrick / Wysocki**
Vote: **In favor 3-0**

Call to Order

Ms. Drew called the meeting to order at 5:06 PM. Ms. Drew noted that Ms. Gilpatrick would be arriving to the meeting shortly.

Staff Present: Andrea Novotney, Administrative Assistant to the Board

Ms. Wysocki led the pledge of allegiance.

Review and Accept or Amend the Agenda

Motion by: Ms. Wysocki to accept the agenda, as written. **Second by:** Ms. Drew. **Motion passed unanimously: 2-0.**

Assessing Signature / Approval

Ms. Novotney provided Ms. Wysocki and Ms. Drew with a brief tutorial on how she goes about preparing the Intents to Cut and the Certifications of Yield Taxes Assessed for the Board's approval.

Motion by: Ms. Wysocki to approve the Intents to Cut for Map and Lots R11-6 and R14-11-A. **Second by:** Ms. Drew. **Motion passed unanimously: 2-0.**

Motion by: Ms. Wysocki to approve the Certification of Yield Taxes Assessed for Map and Lot R10-2. **Second by:** Ms. Drew. **Motion passed unanimously: 2-0.**

Discussion

Town Hall Project Update

Ms. Gilpatrick arrived at this time. Ms. Drew noted she had recently met virtually with Jason LaCombe of SMP Architecture and Frank Lemay of Milestone Engineering & Construction to get an update on the Town Hall project and she had been informed they were experiencing issues with supplies and contractors. Ms. Drew stated that the plan is to work first on the lower level of the Meetinghouse and then the Town Hall, using the same contractors for both parts of the project. Ms. Drew noted that Mr. LaCombe will be bringing the Board a collection of paint and carpet samples. Ms. Drew explained the current status of the septic plans. The Board came to a consensus on having the upstairs and lower level Meetinghouse bathrooms done at the same time, with one contractor, to save time and money, but the funds for each project would be kept separate.

Road Agent Bid Review

The Board reviewed the Road Agent's Request for Sealed Bid for the Swamp Road and Mount Delight Road Project. The Board instructed Ms. Novotney to make the suggested edits and proceed with posting the bid the following day.

2022 Top Coat Project Bid Acceptance

The Road Agent has completed his review of all of the bids received and the Board reviewed his recommendation.

Motion by: Ms. Gilpatrick to award the 2022 Top Coat Project bid in the amount of \$221,035 to GMI Asphalt. **Second by:** Ms. Wysocki. **Motion passed unanimously:** 3-0.

Additional Business

Ms. Gilpatrick informed the Board she had Ms. Sullivan send her a copy of the Employee Performance Appraisal Form and asked that the other Board members start making their notes for the Town Office staff performance reviews. Ms. Gilpatrick would be drafting the appraisals to give to Ms. Drew and Ms. Wysocki to review.

Scheduled Appointments

Epsom Highway Department

The Board was greeted at the Epsom Highway Department and given a tour of the facility and machinery by the Road Agent, Scott Elliott.

Epsom Police Department

The Board then went to the Epsom Police Department where Chief Preve provided a tour of the entire building, including the basement.

Epsom Fire Department

The last stop on the tour was the Epsom Fire Station. Chief Yeaton gave a tour of the facility and Paramedic Byrne reviewed emergency rescue protocol and explained the variety of equipment used by our Fire and Rescue personnel.

The Select Board members expressed their appreciation to the Department Heads for their time in taking them for tours of their facilities.

Adjournment

With no additional business to come before the Board at this time,

Motion by: Ms. Gilpatrick to adjourn the meeting at 7:40 PM. **Second by:** Ms. Wysocki.

Motion passed unanimously: 3-0.

Respectfully submitted,
Andrea Novotney
Administrative Assistant to the Select Board