

**Town of Epsom
Board of Selectmen Meeting Minutes
October 04, 2022 at 6:00 PM**

Virginia Drew – Chair
Cheryl Gilpatrick - Vice Chair
Meadow Wysocki

Approved: Motion by Cheryl
Gilpatrick. Second by
Virginia Drew. All Yes

Call to Order

Ms. Drew called the meeting to order at 6:00 PM.

Staff Present: Jennifer Johnson, Administrative Assistant to the Select Board; Deb Sullivan, Finance Administrator; Jerrica VanSylvyong Training Finance Administrator; Laura Scarbo Town Clerk/Tax Collector; Wayne Preve, Police Chief; Lieutenant Brian Michael Police Department; Stewart Yeaton, Fire Chief; Scott Elliott, Road Agent; Ted Virgin, Emergency Management.

Chief Preve led the pledge of allegiance.

Department Head Budget Presentations

Town Clerk/Tax Collector

Ms. Scarbo reviewed the Town Clerk/Tax Collector budget. Ms. Scarbo noted for the Board that she lowered printing because there is only one election. Ms. Scarbo noted that she lowered office supplies because she purchased two new printers this year. Ms. Scarbo stated she plans on purchasing a new credit card machine for next year and split the cost between Tax collector and Town clerk. The decision was made to decrease the stipend for the Supervisors of the Checklist. The Board reallocated the election printing money to the Town Clerk and Tax Collector and raised the meal budget for elections.

Police Department

Chief Preve and Lieutenant Michael presented the budget. Lieutenant Michael reviewed the Police Department budget. The Police Department plans to update the phones the officers carry from flip phones to smart phones. The Chief explained the increase in Dispatch costs, which went up from \$30,000 last year and increased again to \$40,000 for 2023. The decision was made to increase the electric line due to the increase of 77% by the electric company. The board noted that the pay increase given in September would be coming out of ARPA funds for the 2023 year. Many of the repairs to the Police Station are part of the Capital Improvement Plan.

Fire Department

Chief Yeaton presented to the Board the Fire Department budget. Chief Yeaton explained the need for overtime for this past year. Chief Yeaton noted the need for increase on the phone line, fuel line, heating oil line, dispatch, and electric due to increase of 77% they increased the electric line. The maintenance line includes remodeling the kitchen and the bathrooms, and light installation. Chief Yeaton noted he would be seeking a Warrant Article for a new ambulance in the near future.

47 **Road Agent**

48 Mr. Elliott reviewed the Highway Department budget. Mr. Elliott explained the recent significant
49 increase in the cost for salt and sand. The salt and sand budget lines were separated. Mr. Elliot
50 declined the wage increase for himself. The Board and Mr. Elliott discussed culverts that are
51 planned and the need to purchase more culverts in 2023, and educational training for Mr. Elliot
52 and his staff. Mr. Elliot was able to decrease the equipment maintenance line, the operating
53 supply line, the uniform line, and the equipment line. Mr. Elliot decreased the bridge repair line,
54 and the repair and maintenance line also decreased. The Board and Mr. Elliot discussed
55 increasing the electric budget line due to the electric cost increase.
56

57 **Emergency Management**

58 Mr. Virgin informed the Board that the phone line was going to go over budget this year, so he
59 would like to increase it for next year. When the Town office moves, Mr. Virgin will move the
60 Emergency Management phone line to an open line at the Fire Station. The Board and Mr.
61 Virgin discussed increasing the Emergency Management stipend by \$382.00 to bring it to
62 \$2500.00. The board agreed that the increase was warranted. Mr. Virgin already purchased the
63 tires for the trailer. Mr. Virgin is working on getting grants to assist with funding for future
64 projects.
65

66 **Other Business**

67 The Board discussed plans for the Finance Administrator's send off.
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69 **Adjournment**

70 With no additional business to come before the Board at this time,
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72 **Motion by:** Ms. Gilpatrick to adjourn the meeting at 8:10 PM. **Second by:** Meadow Wysocki.

73 **Motion passed unanimously:** 3-0.
74

75 Respectfully submitted,
76 Jennifer Johnson
77 Administrative Assistant to the Select Board
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