

**TOWN OF EPSOM
BOARD OF SELECTMEN
940 SUNCOOK VALLEY HIGHWAY
EPSOM TOWN OFFICES
FEBRUARY 25, 2019
6:00 PM**

**Hugh Curley
Chris Bowes
Virginia Drew**

Approved H. Curley 3-11-2019

Staff Present: Nancy Wheeler

Other Attendees: Deb Sargent; Joni Kitson; Cheryl Gilpatrick; Meadow Wysocki; Chuck Val Long, Stewart Yeaton

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

Pledge of Allegiance

Hugh asked Ms. Gilpatrick to lead the Pledge of Allegiance.

Review and Accept or Amend the Agenda

Chris motioned to approve the agenda, Virginia seconded the motion. The motion passed.

Scheduled Appointments

Finance Report

Nancy noted the CDBG grant had a time line with the grant having to be approved by Governor and Council. They have items to complete with a proposed June completion date.

Nancy has an e-mail from Matt Monahan, CNHRPC regarding the Brownfields in Epsom. They have three potential sites and would like to have a meeting on March 6th at the CNHRPC offices. Hugh would be able to attend and will let Matt know.

It was discussed to have the same number of Town Reports printed as last year. No one was sure of the exact number to be printed.

Nancy noted the Town had received the grant for the new telephone system. They have met with the company. They will be installing new wires at the Town Offices as well as at the Fire Station. Nancy noted the Fire Department staff will install the wires as part of the in-kind services.

Nancy noted that Barbara is done as of today with the new person to begin March 22. Barbara will assist if available until the end of March.

Virginia wanted to be sure that Barbara is told how much the Board appreciates her coming to assist during this time.

Signature Items

Accounts Payable/Manifest – Signed

Payroll - Signed

Conservation Easement

Virginia motioned to sign off and approve the Conservation Easement on the Hickey property, Chris seconded the motion. The motion passed.

Pole License

Chris motioned to approve the Eversource Petition for License for Utility Poles/Underground Conduit on Chestnut Pond Road, Virginia seconded the motion. The motion passed.

Renewable Energy Exemption & Veterans Exemption

Chris motioned to approve The Tax Exemption for Renewal Energy for R05, Lot 54-5, Virginia seconded the motion. The motion passed.

Chris motioned to approve a Veterans Exemption for U16, Lot 16-7-9A, Virginia seconded the motion. The motion passed.

Raffle Request – Epsom Central School

Chris motioned to approve the Raffle for the Epsom Central School Washington DC trip for 2019 and 2020, Virginia seconded the motion. The motion passed.

Discussion

Old Meeting House Revitalization Committee (OMHRC)

Hugh noted they are looking at some different items as requested by the Committee. The Charter was discussed and if a revised charter was signed. It was determined there was no revised charter executed.

The purposes of the Trust Fund are Restoration, Rehabilitation, Preservation and Maintenance. It was discussed that if the new budget passes, there is money in it for paper, postage, etc. for the Committee's use.

Nancy noted that there should be a report to the Selectmen as to the funds that have been spent and if the money is a donation. Deb noted that everyone on the committee has donated funds for various items.

Virginia noted that funds spent so far are donations from the committee. Nancy noted that things are happening and people want to know where the money is coming from. It was asked if the committee should be keeping track of their hours, etc. also for possible in-kind grant matches.

Virginia asked how Nancy wanted the items to come to her. Nancy noted as the Selectmen would like the reports.

Cheryl noted they plan to send about 250 letters to businesses asking for donations of funds or materials. Nancy asked if it would be going out on Town Letterhead. It was noted the committee has created its own letterhead.

Val noted that when the Library fund raising was completed, they did not have these restrictions. She noted that it seems the Selectmen would like to know what is being completed.

Hugh noted that the fund-raising expenses could come from the budget line as it could also be amended.

Nancy explained what was being done should be accounted for as at some point they may not have funds to complete additional work.

Virginia thought that expenses should come from the budget. Hugh noted that the Selectmen have a contingency fund that might be able to be used. However, the Board would like to know if and how much additional funds would be needed.

Val noted there are 16 items listed for fund raising with three of them requiring costs. Virginia noted that before money is expended, they have to bring it forward to be approved by the Board.

Chuck verified that donations did not have to be accepted by the Selectmen prior to the donation being made. Hugh verified that they should keep a list so the Selectmen could approve it quarterly or at some point.

Cheryl asked how they would like the letters printed, at the Town Office or she be given the letter head paper and she print the letters.

Deb asked when there are items to be disposed of from the Meetinghouse how should Chuck get reimbursed. Nancy noted there is a form at the Town Office that the Selectmen would sign so there would be no cost at BCEP. Chuck discussed the items to be removed.

Chris discussed that his thought was when this was set up it was to be self-sufficient and now, they are using the Selectmen's budget. Virginia noted that it is a Town building. Nancy noted when the budget was set no one was aware of what the costs would be.

Val noted that it is good to get this out in the open, but they would like to get their letter approved. The Board has some minor modifications.

Hugh noted that his concern was how to stage this, i.e. when will renovations, etc. begin; which item would come first. Chuck noted they did not have a plan yet, he would be able to put a plan together.

Hugh noted that once a donation is made there is no ability to return the funds. Val noted that then they would have to stop if they do not get all the funds.

Hugh would like to approve the letter and thank you letter. Nancy noted some concerns she had with the letter and suggested revisions in the letter. Hugh also suggested amendments to the letter. Chris recommended someone come in and meet with Nancy with the revised letter.

Hugh motioned to allow having the letter and thank you letter mailed out, Chris seconded the motion. The motion passed.

Virginia asked Nancy the concerns with having a Go Fund me account. Nancy noted that it was not something that Towns use. The other item is access to the Town's account. Virginia asked if an individual could set something up. Nancy indicated this could be done as long as the person is not a member of the committee.

Request for Use of Old Town Hall for Band Practice

Chris motioned to allow the Town Band to use the Old Town Hall for Bank Practice, Virginia seconded the motion. The motion passed.

Request to Meet with the Selectmen

This request has been tabled by the individual.

Deliberative Session Minutes for February 9, 2019 (3 copies for review)

It was noted the Board did not have to act on the minutes.

Chief Yeaton was present to meet with the Board. Hugh thanked the Fire Department for their work last week. Virginia noted that they have had a difficult day.

Chief Yeaton requested a non-public with the Board.

Chris motioned to go into non-public per RSA 91-A: 3 IIc; Virginia seconded the motion. The motion passed with Hugh voting yes, Chris voting yes and Virginia voting yes.

Chris motioned to return from non-public session, Virginia seconded the motion. The motion passed. Hugh noted that the minutes would be sealed.

Notice regarding Dam at Northwood Lake

It was noted that the dam has to have work completed. It was noted that the dam is owned by the State (DES).

Minutes to Approve and Sign

January 22, 2019 (additional copy for signature) - Signed

January 28, 2019 Draft

Virginia motioned to accept the minutes of January 28, 2019, Chris seconded the motion. The motion passed.

February 4, 2019 Draft

Virginia motioned to accept the minutes of February 4, 2019, Chris seconded the motion. The motion passed.

February 11, 2019 Draft

Hugh motioned to accept the minutes of February 11, 2019, Virginia seconded the motion. The motion passed with one abstention.

October 22, 2018 (Amended & still waiting approval)

Virginia motioned to accept the amended minutes of October 22, 2018, Chris seconded the motion. The motion passed.

The Board discussed having a pro-team at the March 12th election. Hug noted that two Selectmen have to be present for the day. Virginia would like to have more people be willing to

serve at the elections. It was discussed that people need to be trained as they need to know what the positions entail.

Selectmen Reports

Chris noted the garage doors at the Police Department had a mind of their own and an opener will be replaced.

Virginia has been working with the Meetinghouse group. She noted that the Fire department has had a bad couple of weeks and she would like to show them appreciation. It was noted it would be from the Board personally and not using Town Funds.

Hugh has BCEP coming up and noted income taxes are being done for people at the Library. They are done for free as long as they are not complex.

It was discussed that stickers are being required at BCEP. They can be gotten at the Town Clerk's Office and also at BCEP.

Virginia noted the ZBA has been having some interesting cases. They have a meeting next Wednesday with an interesting case. Virginia would like to let people know they have done their due diligence on this case having done a site visit.

5 Minutes for Public Discussion

Joni asked if anything would be done for the people who reported the fire on Old Mill Road. The Board thought they should do something.

Other Business (as agenda is subject to change)

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

Correspondence - FYI

Memo from Town Clerk for vacation schedule
Police Department Mileage Report
Atlantic Broadband Receipt of Franchise Fee
Human Resource Program Manchester, NH 3/12/19
Report from Executive Councilor Gatsas
Health Trust Public Hearing Notice
Xfinity Update
Notice Regarding Dam at Northwood Lake

Chris motioned to close the meeting, Virginia seconded the motion. The motion passed.

Hugh adjourned the meeting at 8:17 PM.

Respectfully Submitted,

Betsy Bosiak,

Acting Recording Secretary

POSTED: February 22th @ Epsom Town Office / Post Office / Website

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