

**BOARD OF SELECTMEN MEETING MINUTES
TOWN OF EPPING, NEW HAMPSHIRE
November 20, 2017**



ATTENDANCE

Chairman Tom Gauthier; Selectmen Bob Jordan, Michael Yergeau and Adam Munguia; Town Administrator Gregory C. Dodge; Executive Secretary Joyce Blanchard; Tom Dwyer was excused.

CALL TO ORDER

Chairman Tom Gauthier called the public session to order at 6:30 PM at the Epping Town Hall.

ENTER IN TO NON-PUBLIC 91:A:3 II. (a) Compensation

Motion by Selectman Gauthier to enter in to Non-Public Session. Seconded by Selectman Yergeau. Motion carried 4-0. Roll call vote was taken and carried unanimously.

Motion by Selectman Gauthier to exit the Non-Public Session. Seconded by Selectman Jordan. Motion carried 4-0.

PUBLIC SESSION

Chairman Gauthier called the public session to reconvene at 7:00 PM at the Epping Town Hall.

PLEDGE ALLEGIANCE TO THE FLAG

MINUTES

Minutes from the November 6, 2017 Selectmen's meeting was submitted for approval.

Motion by Selectman Jordan to accept the minutes of November 6, 2017. Seconded by Selectman Munguia. Motion carried 4-0.

PAYROLL MANIFEST

Payroll manifest for pay period ending 11/16/2017 in the amount of \$108,861.99 was submitted for approval.

Motion by Selectman Jordan to approve the payroll manifest for pay period ending 11/16/2017 in the amount \$108,861.99. Seconded by Selectman Munguia. Motion carried 4-0.

ACCOUNTS PAYABLE MANIFEST

Accounts payable manifest for week ending 11/16/2017 at \$106,626.30 for the town was submitted for approval.

Motion by Selectman Jordan to approve the accounts payable manifest for period ending 11/16/2017 at \$106,626.30 for the town. Seconded by Selectman Munguia. Motion carried 4-0.

BUSINESS

FINANCE

The 2018 Default Budget and Revenue Budgets were submitted for approval. Finance Director Lisa Fogg reviewed the numbers with the Board of Selectmen.

Motion by Selectman Jordan to approve the 2018 Revenue Budget for the General Fund in the amount of \$2,448,500. Seconded by Selectman Munguia. Motion carried 4-0.

Motion by Selectman Jordan to approve the 2018 Default Budget for the General Fund in the amount of \$6,279,020. Seconded by Selectman Munguia. Motion carried 4-0.

Renewal with Benefit Strategies for the Health Reimbursement Arrangement was submitted for approval.

Motion by Selectman Jordan to approve the Benefit Strategies renewal having Town Administrator Gregory C. Dodge sign on behalf of the board. Seconded by Selectman Munguia. Motion carried 4-0.

RECREATION

Purchase Order to RB Lewis Fire Control System to install, replace and various repairs to Watson Academy sprinkler system in the amount of \$2,990 was submitted for approval.

Motion by Selectman Jordan to approve the purchase order to RB Lewis Fire Control System to install, replace and various repairs to Watson Academy sprinkler system in the amount of \$2,990. Seconded by Selectman Munguia. Motion carried 4-0.

FIRE

Request to hire Jesse Green as a part time firefighter at \$7.25 was submitted for approval. Mr. Green will have hands on training.

Motion by Selectman Jordan to approve the hiring of Jesse Green as a part time firefighter at \$7.25 pending the background check. Seconded by Selectman Yergeau. Motion carried 4-0.

DRA SALES RATIO SURVEY

MRI representative Scott. Marsh described the DRA Sales Ratio Survey as having an 82.4% sale price median ratio for tax year 2017. The DRA will send a similar list of figures in the late winter early spring. This is based on 132 sales in the Town of Epping for the year.

Motion by Selectman Jordan to approve the DRA Sales Ratio Survey. Seconded by Selectman Yergeau. Motion carried 4-0.

2017 EQUALIZATION SALES ANALYSIS

Mr. Marsh explained the 2017 DRA Equalization Sales Analysis. The mobile homes at Pine and Pond and Old Stage Coach Road condominiums are being assessed lower than the rest of the town. It would cost approximately \$10,000 to have MRI do a partial update for these properties. DRA requires a separate agreement to perform this field review. The review would be finalized prior to May 1, 2018. The last time this was done was 5 years ago. Mr. Marsh will provide the Town with a contract for the Selectmen to review.

ABATEMENTS

Abatements for Scott D. Prentice, 47 Fogg Road, map and lot 023-041-A in the amount of \$739.29, Ross Ruland, 9 Sydney Lane, map and lot 016-161-005 in the amount of \$811.93 and Fairpoint Communications Inc. map and lot 040-500-002 in the amount of \$8,337.12 were submitted for approval.

Motion by Selectman Jordan to approve the abatements for Scott D. Prentice, 47 Fogg Road, map and lot 023-041-A in the amount of \$739.29, Ross Ruland, 9 Sydney Lane, map and lot 016-161-005 in the amount of \$811.93 and Fairpoint Communications Inc., map and lot 040-500-002 in the amount of \$8,337.12. Seconded by Selectman Munguia. Motion carried 4-0.

VETERAN'S CREDIT

Service connected total disability for Michael D. Brown, map and lot 027-055 in the amount of \$2,000 and the All Veteran's Credit for Richard Pelletier, map and lot 023-065 in the amount of \$500 was submitted for approval.

Motion by Selectman Jordan to approve the service connected total disability for Michael D. Brown, map and lot 027-055 in the amount of \$2,000 and the All Veteran's Credit for Richard Pelletier, map and lot 023-065 in the amount of \$500. Seconded by Selectman Munguia. Motion carried 4-0.

CORRESPONDENCE & REPORTS

ADMINISTRATOR'S REPORT

Town Administrator Gregory C. Dodge

Town Administrator Gregory C. Dodge introduced the appointment for Dan McCombs to the Conservation Commission. There is one more vacancy.

Motion by Selectman Munguia to approve the appointment for Dan McCombs to the Conservation Commission. Seconded by Selectman Jordan. Motion carried 4-0.

Town Administrator Gregory C. Dodge told the board the Cemetery Commission would like to add \$6,000 to their budget for a software program. They are using old maps right now.

Town Administrator Gregory C. Dodge stated the town taxes are due December 1st.

Town Administrator Gregory C. Dodge explained the Town Hall will be closed Thursday and Friday for the Thanksgiving Holiday.

Town Administrator Gregory C. Dodge asked the residents of the town to be courteous and cordial to those working at the Transfer Station. The employees are taking a lot of unnecessary grief. If you take issue with any of the rules you should call the Town Hall.

Town Administrator Gregory C. Dodge is hoping to have all the warrant articles to send to the Budget Committee in 2 weeks. Petition warrant articles are due January 9, 2018. The New Lane warrant article has not been finalized.

Town Administrator Gregory C. Dodge said the Budget Committee will review the final budget after they review the school budget.

INDIVIDUAL SELECTMEN'S REPORTS

Selectman Munguia

Selectman Munguia explained the Budget Committee continues to review all the budgets and taxes are due December 1st.

Selectman Yergeau

No report

Selectman Jordan

Selectman Jordan wished everyone a safe and Happy Thanksgiving.

Selectman Dwyer

Excused

Selectman Gauthier

Chairman Gauthier stated that there have been a couple of verbal displeasures and one thank you regarding the new intersections on North River Road. He would like to see the use of the "Little Buddy" at the intersections to explain the new traffic pattern.

ADJOURN

Motion by Selectman Jordan to adjourn the meeting. Seconded by Selectman Munguia. Motion carried 4-0.

Meeting was adjourned at 7:35 PM.

Respectfully submitted,

**Joyce Blanchard
Executive Secretary**

Tom Gauthier, Chairman

Adam Munguia, Selectman

Bob Jordan, Selectman

Michael Yergeau, Selectman

Date _____