

**BOARD OF SELECTMEN MEETING MINUTES
TOWN OF EPPING, NEW HAMPSHIRE
April 23, 2018**



ATTENDANCE

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

CALL TO ORDER

Chairman Adam Munguia called the public session to order at 7:00 P.M. at the Epping Town Hall.

PLEDGE OF ALLEGIANCE TO THE FLAG

MOMENT OF SILENCE

Chairman Munguia called for a moment of silence in honor of former First Lady Barbara Bush who passed away recently.

MINUTES

Minutes from the April 9, 2018 Selectmen's meeting were submitted for approval

Motion by Selectman Jordan to accept the minutes of April 9, 2018. Seconded by Selectman Dwyer. Motion carried 5-0.

PAYROLL MANIFEST

Payroll manifest for pay period ending April 19, 2018 in the amount of \$120,146.53 was submitted for approval.

Motion by Selectman Dwyer to approve the payroll manifest for pay period ending April 19, 2018 in the amount of \$120,146.53. Seconded by Selectman Jordan. Motion carried 5-0.

ACCOUNTS PAYABLE MANIFEST

Accounts payable manifest for the period ending April 19, 2018 in the amount of \$1,132,207.20 (School \$1,000,000.00 and Town \$132,207.20) was submitted for approval.

Motion by Selectman Belanger to approve the accounts payable manifest for the period ending April 19, 2018 in the amount of \$1,132,207.20. Seconded by Selectman Jordan. Motion carried 5-0.

BUSINESS

MEETING WITH LIBRARY TRUSTEES – LIBRARY ADDITION

Chairman Munguia called the Library Trustees to the presentation table. Library Trustee John Clark and Elaine Miskinis took their seats. Both Trustees said that they lacked a quorum though the meeting was posted. Due to school vacations and other commitments of the Trustees they were not able to get a majority to attend. Both Mr. Clark and Ms. Miskinis stated that their comments this evening were of their own opinions only and not those of the Board of Trustees. Mr. Clark said that it appears that the Trustees are desirous to have the Board of Selectmen oversee this project but that has not been voted on as of yet. Selectman Dwyer stated that he asked that the Trustees take a vote on this and did not understand why that had not been done. Ms. Miskinis said that liability questions have arose and she would like to discuss with the Trustees the possibility of having an attorney look at those concerns as she would not want to be liable in the event of an accident. Selectman Dwyer said that liability can be assumed with any project and questioned the need to have an attorney look at it. Chairman Munguia said that he understood the Trustees concerns and would hope that a resolution could be reached.

Ms. Miskinis said that she did not want to dispute the Town Attorney's letter regarding this matter but the liability question needed to be answered.

The Selectmen thanked Mr. Clark and Ms. Miskinis for coming and looked forward to hearing from the Trustees soon.

7:15 APPOINTMENT

Mr. George Sansoucy the Town's contracted appraiser for utilities met with Board of Selectmen to discuss the work they do in terms of appraising utilities in Epping and to offer their services in the Wal-Mart abatement. He explained that he has been contracted by six other communities in the Wal-Mart abatement process. The Board could also contract with him and save on legal costs since we would be joining other Towns.

Note – Mr. Sansoucy stepped aside at this point in order to allow for the scheduled 7:30 Public Hearing.

7:30 PUBLIC HEARING

Chairman Adam Munguia read the "Public Hearing" regarding the acceptance of \$6,000.0 as awarded by the NH Homeland Security for the "EMS Warm Zone Equipment". The Chairman opened the floor for public comment however there was no one present for the purpose of this hearing. He asked members of the Board if they had any comment and there were none. Chairman Munguia closed the Public Hearing.

Selectman Jordan made a motion to accept the \$6,000.00 grant for the EMS Warm Zone equipment and to authorize the Town Administrator to sign the acceptance paperwork on behalf of the Board of Selectmen. Seconded by Selectman Belanger. Motion carried 5-0.

7:15 APPOINTMENT – CONTINUED

Mr. Sansoucy joined the meeting again after the conclusion of the Public Hearing. He then wanted to talk about utilities especially as it relates to Liberty Utilities.

Mr. Sansoucy said that the pipeline was pretty much out of the Town's hands since the pipeline will be installed in the State's right of way. As a consultant to the Board of Selectmen Mr. Sansoucy said that the Town will need to manage this project very closely and expressed that the Board should not sign any agreement without consulting with our Town Attorney. Mr. Sansoucy said that what Liberty was proposing was a good idea in his opinion.

The construction of the storage tank is a separate issue from the pipeline and if this project were to be approved the storage facility would be the largest in the State. He said these tanks are constructed in such a way that they are extremely safe and often times not visible to the eye as the tanks are built into the ground. He suggested that the Board look at three like sites one in Hopkinton, MA another in Waterbury, CT and Lynn, MA.

A great deal of information was given to the Town by Mr. Sansoucy and so it was suggested that the Town Administrator set up an appointment to speak with Mr. Sansoucy in depth. Selectman Dwyer would like to be part of that discussion.

Note: For more details of Mr. Sansoucy's presentation it is suggested that the ETV meeting tape be reviewed.

RECREATION /DPW – PAVING PROPOSAL

Dave Reinhold and Nicole Bizzaro appeared before the Board to propose the construction of a sidewalk from Watson Academy running east to the Main St. intersection. Most of the work would be performed by the Epping DPW at a cost of approximately \$9,000 including granite curbing. The Selectmen liked the idea and Selectman Dwyer suggested that the sidewalk run northerly at the Main St. intersection up to Prospect St. Two large trees that are on the Town's right of way should be removed as well and Dave said he would speak with the property owners. Dave Reinhold will report back to the Board in two weeks giving them different scenarios in completing this project.

No motion was put forward the Board will await to hear further from Dave Reinhold.

LAMPREY TRUCK

Dave Reinhold spoke to the Board about the possibility of bidding on the Lamprey Regional Solid Waste Cooperative Truck. Deadline for bid submission in on May 1, 2018. Dave felt that the Town could benefit in the long run. The Board discussed the idea of bidding for the truck but also suggested that the Town could offer to buy out the truck depending on costs. Dave said that there was \$60,000.00 in the hauling fee line and money could be used from that line. It was suggested by the Board that the Town might be able to buyout the other Towns. The truck is currently parked at the Town's Highway garage.

Selectman Dwyer made a motion to see if Lamprey Co-Op would allow the Town to settle on the truck with a buy out and if not the Town would put forward a bid which was suggested by Dave Reinhold. Seconded by Selectman Belanger. Motion carried 5-0.

AMBULANCE BILLING DISCUSSION

Fire Chief Don DeAngelis and Finance Director Lisa Fogg addressed the Board relative to the new billing company the Town is contracted with. In view of previous discussions with the Board there were concerns raised that some Town residents are reimbursed for ambulance service directly by the Insurance companies. Though we don't bill after three attempts, in some cases the patient are receiving checks directly from the insurance company and retaining the check when in fact the ambulance service should be paid. There should

be a policy change whereby in cases when a resident is reimbursed attempts to collect should continue after three attempts. The Board agreed that there needed to be a change to the policy. Chief Don DeAngelis stated that the new billing company owner known as Jeff is also an attorney and will send letters to residents who are reimbursed directly stating that the money should be forwarded to the Town. Chief DeAngelis said that the billing company's legal services would be at no cost. The Board felt that his offer of legal services at no cost be made in writing and the Chief said he would seek that for the Board. Discussion continued and the Board agreed by consensus that the Chief and Lisa Fogg work together on a "written" policy. If possible the Board could review that policy in two weeks.

FIRE DEPARTMENT GRANT

Fire Chief DeAngelis is seeking permission to apply for \$10,000.00 grant through NH Homeland Security for the Hazard Mitigation Planning. This grant is funded 75% by the Federal Government or \$7,500.00 and the non-Federal match of \$2,500.00 would be borne by the Town though it would be in "in-Kind" services only instead of cash. He is also asking that the Board allow the Town Administrator to sign all grant paperwork on behalf of the Selectmen.

Motion by Selectman Dwyer to authorize the Fire Chief to pursue the NH Homeland Security grant and to allow the Town Administrator to sign any paperwork relating thereto. Seconded by Selectman Belanger. Motion carried 5-0.

WEST EPPING FIRE STATION – PURCHASE ORDER

Chief Don DeAngelis submitted a purchase order for Hartmann Oil and Propane to install two new heaters and a propane tank at the West Epping Fire Station at a cost of \$5,044.00. This is to replace the heaters that were lost this past winter.

Selectman Dwyer made a motion to approve the purchase order for Hartmann Oil and Propane in the amount of \$5,044.00 to install two heaters at the West Epping Fire Station. Seconded by Selectman Jordan. Motion carried 5-0.

FIRE TRUCK

Chief Don DeAngelis was to discuss with the Board his ideas on acquiring a new (used) fire truck for the department. Selectman Dwyer brought up the topic for discussion at the Board's last meeting however the Chief was not present. Due to the late hour the Board decided not to have that discussion this evening and would wait to have it at another time. Selectman Dwyer said that he has reviewed minutes of past meetings and believes the Board did give the Chief permission to seek another vehicle. Selectman Dwyer was concerned that use of the revolving fund would deplete that fund and the Chief agreed that the revolving fund may not be a good source to pay for the truck.

TOWN HALL BOILER – PURCHASE ORDER

The Selectmen were presented with a purchase order for Aucella Heating to replace the boiler at Town Hall. The current boiler is in disrepair and needs replacing. The amount of the purchase order is \$21,649.00. Town Administrator Dodge said that the vendor who provided the quote is the only authorized vendor in our area to work on our system and that is why he chose Aucella Heating. The money will come from the Town

Hall Repair Fund which has a balance of \$22,000.00 not including the \$10,000.00 approved at the 2018 March Town Meeting.

Selectman Dwyer made a motion to approve the purchase order in the amount of \$21,649.00 with Aucella Heating to replace the boiler at Town Hall. Seconded by Selectman Dwyer. Motion carried 5-0.

INTENT TO CUT

Two “Intent to Cuts” were filed and submitted for approval; one for Jerome Jean Trustee Shirking Road, Map #36, Lot #005 and for Tibor/Diana Toth Trustee Jenness Rd., Map #28, Lot #021.

Motion by Selectman Dwyer to approve the “Intent to Cuts” filed for Jerome Jean Trustee Shirking Road, Map #36, Lot #005 and for Tibor/Diana Toth Trustee Jenness Rd., Map #28, Lot #021. Seconded by Selectman Jordan. Motion carried 5-0.

INTENT TO EXCAVATE

An “Intent to Excavate” was filed for Louise Beard Coffin Rd., Map #23, Lot #102 and submitted for approval.

Selectman Jordan made a motion to approve the “Intent to Excavate” for Louise Beard Coffin Rd., Map #23, Lot #102. Seconded by Selectman Dwyer. Motion carried 5-0.

LAND USE CHANGE TAX

Two “Land Use Change Tax” forms were filed and submitted for approval; one for Bluebird Epping LLC, Map #30, Lot # 42-001 and John/Emily Jalbert 10 Syndey Ln., Map #16, Lot #061-009.

Selectman Jordan made a motion to approve the “Land Use Change Tax” for Bluebird Epping LLC, Map #30, Lot # 42-001 and John/Emily Jalbert 10 Syndey Ln., Map #16, Lot #061-009. Seconded by Selectman Dwyer. Motion carried 5-0.

POLICE DEPARTMENT – PURCHASE ORDER

Chief Michael Wallace submitted a purchase order for new mobile radios through Motorola. These radios are necessary in order to communicate with dispatch who have gone to a new system. These radios are being offered at a reduced cost. A total of six radios will cost \$14,431.75.

Selectman Dwyer made a motion to approve the purchase order for Motorola radios in the amount of \$14,431.75. Seconded by Selectman Jordan. Motion carried 5-0.

CORRESPONDENCE & REPORTS

Town Administrator Gregory C. Dodge

No Report

INDIVIDUAL SELECTMEN'S REPORT

Selectman Cody Belanger

Selectman Belanger yielded to his fellow Board members expecting there would be a conversation relative to the library addition. After Chairman Munguia spoke Selectman Belanger said that as the Selectmen's representative to the Library Trustees he was frustrated that the Trustees seemed quite divided on the library addition project while the Selectmen seemed to be unified. He further mentioned that the Town Administrator forwarded an anonymous email to the Board last week where the resident felt that the Library Trustees were hindering the process. He felt that the Trustees should receive a copy of that email. By consensus of the Board the Administrator will forward a copy of the email to the Trustees.

Selectman Mike Yergeau

No report

Selectman Tom Dwyer

Selectman Dwyer was glad that Mr. Sansoucy addressed the Board this evening and thanked him for the information. He asked the Town Administrator to set up a meeting with Mr. Sansoucy to discuss the Town's role regarding the Liberty Utility proposal. Mr. Dwyer expressed a desire to be in attendance when that meeting is scheduled.

Mr. Dwyer asked the Town Administrator if the "Jail Trustees" might be available to do some roadside trash clean up. Administrator Dodge said he would check and let him know.

Selectman Bob Jordan

Selectman Jordan praised the fire department for their outstanding job on Sunday afternoon when they had back to back brush fire calls. One on Old Cart Path Rd. and the other on French Rd. The French Rd. fire consumed a salvage vehicle but the fire department was able to extinguish the fire before it got to the structure, it was a good stop on the part of the fire department. Selectman Jordan did say that Engine 3 sustained some heavy damage while at the Old Cart Path Rd. fire.

Chairman Adam Munguia

Chairman Munguia reviewed his attendance at last week's Library Trustee meeting. He tried to impress upon the Trustees that per the Town vote the Selectmen needed to deliver by building a library addition at a cost of \$600,000.00. He did mention that according to our Town attorney if the Trustees do not agree with a joint building committee then the Board would have the option of not going forward with the project due to their lack of cooperation. But he and the rest of the Board did not feel that was a good option at this point.

PUBLIC COMMENT

No one from the public had any comments.

ADJOURN

Motion by Selectman Belanger to adjourn the meeting. Seconded by Selectman Dwyer. Motion carried 5-0.

Meeting was adjourned at 9:25 p.m.

Respectfully Submitted,

**Gregory C. Dodge
Town Administrator**

Adam Munguia, Chairman

Tom Dywer, Selectman

Bob Jordan, Selectman

Mike Yergeau, Selectman

Cody Belanger, Selectman

Date _____