

**BOARD OF SELECTMEN MEETING MINUTES
TOWN OF EPPING, NEW HAMPSHIRE
December 3, 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 6:35 PM at the Epping Town Hall.

ENTER INTO NON-PUBLIC 91-A:3 II (b) HIRE (c) REPUTATION

Motion by Selectman Bob Jordan to enter into Non-Public Session in accordance with RSA 91-A:3 II (b) (c), Seconded by Selectman Tom Dwyer. Motion carried 5-0. Roll call vote was taken and carried unanimously.

Motion by Selectman Mike Yergeau to exit Non-Public Session. Seconded by Selectman Bob Jordan. Motion carried 5-0.

PUBLIC SESSION

Chairman Munguia reconvened the public session at 7:00 PM at the Epping Town Hall.

PLEDGE ALLEGIANCE TO THE FLAG

NON-PUBLIC MINUTES

Motion by Selectman Tom Dwyer to seal the non-public minutes from December 3, 2018. Seconded by Selectman Bob Jordan. Motion carried 5-0.

MINUTES

Minutes from the November 19, 2018 Selectman's meeting was submitted for approval.

Motion by Selectman Tom Dwyer to accept the November 19, 2018 minutes. Seconded by Selectman Bob Jordan. Motion carried 5-0.

PAYROLL MANIFEST

Payroll manifest for pay period ending 11/29/2018 in the amount of \$172,680.52 was submitted for approval.

Motion by Selectman Tom Dwyer to approve the payroll manifest for pay period ending 11/29/2018 in the amount of \$172,680.52. Seconded by Selectman Bob Jordan. Motion carried 5-0.

ACCOUNTS PAYABLE MANIFEST

Account payable manifest for the week ending 11/29/2018 in the amount of \$2,034,587.75 (School District \$1,000,000.00, County Tax \$814,911.00 and Town \$221,456.21) was submitted for approval.

Motion by Selectman Tom Dwyer to approve the accounts payable manifest for the week ending 11/29/2018 in the amount of \$2,034,587.75 (School District \$1,000,000.00, County Tax \$814,911.00 and Town \$221,456.21). Seconded by Selectman Bob Jordan. Motion carried 5-0.

Account payable manifest for the week ending 12/05/2018 in the amount of \$1,779.46 (Wage Garnishment) was submitted for approval.

Motion by Selectman Bob Jordan to approve the account payable manifest for the week ending 12/05/2018 in the amount of \$1,779.46 (Wage Garnishment). Seconded by Selectman Mike Yergeau. Motion carried 5-0.

POLICE HIRE

Police Chief Michael Wallace came forward and recommended Alfonso Ruiz be approved for hire to fill a full-time officer vacancy. Mr. Ruiz sat with the Chief as the Chief read some background information on him. He is from New York City and a veteran of the U.S. Army having served in Afghanistan. He has a criminal justice background and resides in the Town of Stratham. The Chief would like to send Mr. Ruiz to the January Police Academy but it is currently at capacity. Mr. Ruiz will be taking the physical agility test on Monday and if there are any failures he may get a slot. If he doesn't get into this Academy he will have to wait until April. His starting salary is \$20.05 per hour which is Step 1 in accordance with the Collective Bargaining Agreement.

Selectman Tom Dwyer made a motion to hire Alfonso Ruiz effective December 10, 2018 as a full-time Police Officer at a rate of \$20.05 per hour. Seconded by Selectman Bob Jordan. Selectman Cody Belanger thanked Mr. Ruiz for his military service and welcomed him to the Town and wished him well in his new career. Motion carried 5-0.

Following the vote Chief Wallace brought Mr. Ruiz forward to be introduced to the Board of Selectmen.

7:15 APPOINTMENT

New England Dragway Track Manager Joe Lombardo met with the Board to review his 2019 race schedule. The schedule follows the same guidelines as past years. The National event will for the second year now be held on July 4th weekend. The Country Fair is booked for September. Selectman Dwyer asked if the Town fireworks will be displayed from the Dragway this year but Mr. Lombardo was unaware of that happening. He did mention that there is a Library Chili contest in November and perhaps the fireworks will be held at that time but he was not sure.

Selectman Bob Jordan made a motion to approve the 2019 racing schedule for the New England Dragway. Seconded by Selectman Cody Belanger. Motion carried 5-0.

WARRANT ARTICLE REVIEW – POLICE AND RECREATION

Police Warrant Article – Chief Wallace attended the meeting per request of the Board to discuss his warrant articles.

Article : POLICE EQUIPMENT

*To see if the Town will vote to raise and appropriate the sum of Twenty Eight Thousand, Five Hundred Dollars (\$28,500.00) for the purpose of purchasing an Automated Fingerprint Interface System (A.F.I.S.) and the user fees to implement the system.
[Recommended by the Board of Selectmen 5-0]
[Recommended by the Municipal Budget Committee]
Majority Vote Required*

Chief Wallace explained that the AFIS Fingerprinting machine is something that his department and officers will definitely benefit from. This system will automatically identify wanted persons and those who may be here illegally. Additionally the automated printing of prospective employees for the Town will be streamline reducing the time needed for background checks. Recreation Director Nicole Bizzaro was present and advocated for this system as did Town Administrator (former Police Chief) Gregory C. Dodge. Selectman Dwyer inquired if this a onetime purchase and if there were any recurring costs. The Chief said that it is a onetime cost but that there was an annual maintenance fee of \$625.

Motion by Selectman Tom Dwyer to put this article on the warrant and recommend its passage. Seconded by Selectman Bob Jordan. Motion carried 5-0.

The next article discussed was;

Article : POLICE CRUISER LAPTOPS

*To see if the Town will vote to raise and appropriate the sum of Sixty Five Thousand Dollars (\$65,000.00) for the purpose of replacing 10 cruiser lap tops and docking stations. Twenty Thousand Dollars (\$20,000.00) will come from a Highway Safety Grant and the remainder of Forty Five Thousand (45,000.00) to come from taxation.
[Recommended by the Board of Selectmen 5-0]
[Recommended by the Municipal Budget Committee]
Majority Vote Required*

Chief Wallace said this article if passed would allow him to upgrade the laptops presently in the patrol cars. There is an offsetting revenue of \$20,000 from an already approved Highway Safety Grant. Selectman Belanger asked if he had to expend the money in order to receive the grant money to which Chief Wallace stated yes.

Motion by Selectman Bob Jordan to approve this article for the warrant and recommend its passage. Seconded by Selectman Cody Belanger. Motion carried 5-0.

Following Chief Wallace was Director Bizzaro to discuss two articles.

ARTICLE : WATSON ACADEMY REPAIRS EXPENDABLE TRUST FUND

To see if the Town will vote to raise and appropriate the sum of Fifteen Thousand Dollars (\$15,000.00) to be placed in the previously established Watson Academy Repairs Expendable Trust Fund.

[Recommended by Board of Selectmen 5-0]

[Recommended by the Municipal Budget Committee]

Majority Vote Required

The Selectmen had asked for Ms. Bizzaro to come in to explain the potential purposes for using money in the Watson Trust Fund. Director Bizzaro said that at some point Watson Academy will need a new roof and that the shingles will have to be completely stripped. The bell tower may have to be removed to repair in and around the tower. Repairs would be extensive and this Trust Fund was started a few years ago specifically for those purposes. Selectman Dwyer wondered if enough money was being put into the fund and suggested that maybe another \$5,000 could be put into the fund taking it from the Recreation Facility Trust Fund. Director Bizzaro thought that was a good idea. The fund currently has \$25,000 in it.

Selectman Tom Dwyer made a motion to put this article on the warrant and to add another \$5,000 and recommend its passage. Seconded by Selectman Bob Jordan. Motion carried 5-0.

The next article discussed was the Recreation Facilities Expendable Trust Fund;

ARTICLE : RECREATION FACILITIES EXPENDABLE TRUST FUND

To see if the Town will vote to raise and appropriate the sum of Ten Thousand Dollars (\$10,000.00) to be placed in the previously established Recreation Facilities Expendable Trust Fund.

[Recommended by the Board of Selectmen 5-0]

[Recommended by the Municipal Budget Committee]

Majority Vote Required

Nicole Bizzaro said that this Trust Fund would help in paying for any recreational capital projects. She was in favor of reducing the funding from \$10,000 to \$5,000 as suggested by Selectman Dwyer.

Motion by Selectman Tom Dwyer to approve this article for the warrant and to reduce the funding from \$10,000 to \$5,000 and recommend its passage. Seconded by Selectman Bob Jordan. Motion carried 5-0.

Finally Finance Director Lisa Fogg addressed a change in the Operating Budget article. A revised default budget and revenue budget was submitted and explained by Lisa Fogg.

ARTICLE : 2019 OPERATING BUDGET

To see if the Town will vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amount set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling Eight Million, Three Hundred Fifty One Thousand, Six Hundred Seventy One Dollars (\$8,351,671.00). Should this article be defeated, the default budget shall be Seven Million, Seven Hundred Fifty Nine Thousand, Three Hundred Seventy Nine Dollars (\$7,759,379.00), which is the same as last year,

with certain adjustments required by previous action of the town or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only.

[Recommended by the Board of Selectmen 5-0]

[Recommended by the Municipal Budget Committee]

Majority Vote Required

As explained by Lisa Fogg the original default budget did not include the anticipated Opioid Grant of approximately \$67,000. At the Budget Committee meeting it was discussed and thought that the grant ought to be treated as a contract in a sense and should be part of the default budget. Following the line of thinking Director Fogg added it to the default budgeted which of course changed the original numbers. After providing the Board with new Revenue and Default Budget numbers she asked them to vote on the new numbers.

Selectman Tom Dwyer made a motion to approve the Operating Budget number of \$8,351,671.00 (Eight Million, Three Hundred Fifty One Thousand, Six Hundred Seventy One Dollars) and the Default Budget of \$7,759,379.00 (Seven Million, Seven Hundred Fifty Nine Thousand, Three Hundred Seventy Nine Dollars) and to recommend its passage. Seconded by Selectman Cody Belanger. Motion carried 5-0.

PURCHASE ORDER – REPAIR TOWN CLOCK

A few weeks ago Mr. Tom Gauthier came in with Mr. D’Avanza regarding repairs to the Town Clock that is at the Epping Community Church. At the time the Board asked the Finance Director and Town Administrator if there were funds available in this year’s budget to make the repairs estimated to be approximately \$15, 875. There are funds available under Town Building maintenance line to do such work and thus a purchase order # 0149 was submitted in the amount of \$15,875.00 for D’Avanza Clock Repair.

Selectman Bob Jordan made a motion to approve Purchase Order #0149 to D’Avanza Clock Repair in the amount of \$15,875.00 to repair the Town Clock. Seconded by Selectman Tom Dwyer. Motion carried 5-0.

PURCHASE ORDERS – PUBLIC WORKS DEPARTMENT

Purchase Order #0151 to Granite State Minerals in the amount of \$18,800 for the purchase of salt was submitted for approval. Selectman Yergeau asked if pricing has changed. Mr. Koch said that the cost of salt has actually decreased about 14%.

Selectman Bob Jordan made a motion to approve Purchase Order #0151 in the amount of \$18,800 to purchase road salt from Granite State Minerals. Seconded by Selectman Cody Belanger. Motion carried 5-0.

Purchase Order #0150 to East Coast Containers for the purchase of a 40-yard rectangle receiver box in the amount of \$7,902.50 was submitted for approval. Dennis Koch said that this was needed for the Transfer Station and that there was money budgeted for this purpose. Dennis Koch went out to bid on these containers and said that East Coast Containers had the better price. The \$7,902.50 included freight of \$902.50. He did say that the freight charge would be waived if the Town purchased two containers for a total of \$14,000. After discussion the Board felt that purchasing two would make sense in that we currently lease

containers. Selectman Dwyer also stated that if the Roll Off Truck is approved it would be nice to own our containers.

Selectman Tom Dwyer made a motion to approve Purchase Order #0150 in the amount of \$14,000 to East Coast Containers for the purchase of two 40-yard containers. Seconded by Selectman Bob Jordan. Motion carried 5-0.

DPW – TRUCK

Dennis Koch and David Reinhold told the Board that their oldest plow truck (one of six) is down, out of service and beyond repair. Dave Reinhold needs the truck and has been out looking. He found a used plow truck with sander in Tamworth, NH. The truck is a 2009 with 87,000 miles on it and 6700 hours. It comes with a plow, wing and sander. The engine was rebuilt two years ago. The Town of Tamworth is taking it off line as it is being rotated out. They were asking \$40,000 for the truck but would let it go for \$29,000.00. Dennis looked at the budget and felt the purchase could be made out of this year's budget. Selectman Dwyer felt that if the Town were to buy the truck then perhaps one of the trucks in the warrant could be eliminated. Dave Reinhold didn't like the idea of losing one new truck over a used truck but understood the reasoning behind it. Mr. Reinhold wanted direction from the Board as to whether he should pursue this truck or not.

Selectman Tom Dwyer made a motion that Dave Reinhold look further into the truck from Tamworth, NH and report back to the Board in a few weeks. Seconded by Selectman Bob Jordan. Motion carried 5-0.

Dave Reinhold said that he would need something to hold the truck and that it could be gone in two weeks. He had not means of holding it without a purchase order or down payment.

Selectman Tom Dwyer motioned that if Dave Reinhold feels the truck is in good enough shape then he authorizes the Town Administrator to sign a purchase order on behalf of the Board of Selectmen in the amount of \$29,000.00 to hold the truck. Seconded by Selectman Bob Jordan. Motion carried 5-0.

CONSERVATION OVERSIGHT

A few weeks ago Scott Pim and Sandy Goodspeed representing the Conservation Commission sought the Board's approval to grant the Conservation Commission oversight to two Town parcels. One parcel is behind the SAU building and the second is a tax deeded property on Mast Rd. formerly known as the Lowe property. The Board at the time asked for legal assistance in granting Conservation oversight and asked Town Administrator Dodge to contact Town Counsel in regards to this matter. Attorney John Ratigan wrote back to the Board via email stating that a vote by the Selectmen to grant oversight of these two parcels was proper and submitted a sample motion.

Selectman Adam Munguia made a motion that the Selectmen vote to delegate the management of two parcels of Town land, one identified as a 2.02 acre parcel (Map #031 – Lot #023) located at 61 Mast Road and the other identified as a 3.18 acre parcel (Map #022 – Lot #089) located off of Cate Street to the Conservation Commission with the understanding that this delegation of management authority does not give up the Selectmen's right to direct that these parcels can be put to public use as directed by the Selectmen in the future, or sold, should the Selectmen decide to sell either parcel.

The delegation of management authority shall authorize the Conservation Commission to remove the buildings on the properties, if any, and to construct a dirt or gravel parking area. Seconded by Selectman Mike Yergeau. Motion carried 5-0.

STAR SPEEDWAY- 2019 OPERATING SCHEDULE

Mr. Robert H. Webber Jr. submitted the proposed racing schedule for Star Speedway for the 2019 season. The schedule is essentially the same as last year and multiple years prior to that. Mr. Webber was not present to answer any questions. Town Administrator Gregory Dodge said that he would have to come before the Board to get his operating license in the Spring.

Selectman Tom Dwyer made a motion to approve the 2019 Star Speedway operating schedule as submitted. Seconded by Selectman Cody Belanger. Motion carried 5-0.

ADMINISTRATOR'S REPORT

Town Administrator Gregory C. Dodge

Administrator Dodge announced that this weekend was the last weekend of the Recreation Department's first production of a Christmas Carol. Friday and Saturday at 7:00 PM and Sunday at 2:00 PM. Yesterday's show was nearly sold out.

The EPA will be submitting a press release in the next few days regarding the Super Fund Clean Up site of Keefe Environmental and other regional Super Fund sites. Nothing much has changed monitoring will still continue.

There is a Giving Tree at Town Hall where hats, mittens, gloves, socks are being received for the Liberty House Veteran's Group in Manchester. Joyce Blanchard started this endeavor last year and continues with it this year for this notable cause.

Town Administrator Dodge also said that there is also a toy drive sponsored by the Recreation Department. "Gift Tags" can be found on the tree at Town Hall for needy families. Drop off unwrapped gifts at Walmart the Safety Complex or Town Hall.

Christmas Hours are posted on the front door at Town Hall.

Friday December 21st Town Hall closes at noon time and all departments are closed both on Christmas Eve and Christmas Day.

The Budget Committee will be reviewing warrant articles on Wednesday December 5, 2018 along with their first review of the School budget.

INDIVIDUAL SELECTMEN'S REPORTS

Selectman Cody Belanger

Mr. Belanger apologized for not attending the Budget Committee meeting last week but he was out of State at a conference.

Selectman Mike Yergeau

No Report.

Selectman Tom Dwyer

Mr. Dwyer apologized for not attending last week's Budget Committee meeting but due to family commitments was unable to attend.

Selectman Bob Jordan

No Report.

Selectman Munguia

Mr. Munguia said that it has been a busy week for him. Though he is not political he did want to reflect on the passing of Former President George H. W. Bush. He was a great Patriot and a Great Man.

A moment of silence was held in his honor

COMMENTS BY VISITORS

There were no public comments.

WORKSHOP – WATER/SEWER COMMISSION

Town Administrator Dodge stated that the workshop this evening is public however the Selectmen will not be taking any public comment unless the Board thought to allow it as the meeting progressed. Though it was not scheduled to be aired on ETV, Administrator Dodge encouraged the Board to continue airing the meeting/workshop until adjourned. The Board decided that the meeting should continue on ETV.

Chairman Mungia started with a prepared presentation highlighting the pros and cons of the Board putting forward a warrant article to dissolve the Water and Sewer Commission. A copy of his presentation is attached to these minutes.

Mr. Mungia highlighted some issues regarding an EPA Administrative Order and in what he perceived to be mismanagement of the Water and Sewer Department.

The discussion continued for some time. In the audience was Water and Sewer Commissioners Mike King and Tom Gauthier. Also in attendance was Dennis Koch, James Pouliot, Mike Vose and Mark Vallone. Mike King shouted out questions from his seat without being recognized.

Selectman Tom Dwyer made a motion that public comment be allowed. Seconded by Selectman Bob Jordan. Motion carried 5-0.

Mike King, Tom Gauthier, Dennis Koch and Mike Vose all addressed the Board of Selectmen. It was Commissioner Gauthier who asked that if the Board intends to put the dissolving of the Commission on the warrant then they should just take vote to do so.

More discussion followed and for details see the video of the meeting.

Selectman Cody Belanger “regrettably” made a motion that the Selectmen put forth a warrant article to dissolve the Water and Sewer Commission. Seconded by Chairman Adam Munguia. More discussion ensued. Motion carried 3-2 with Selectmen Bob Jordan and Tom Dwyer voting Nay.

ADJOURN

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

Meeting was adjourned at 9:40 PM.

Respectfully Submitted,

**Gregory C. Dodge
Town Administrator**

Adam Munguia, Chairman

Bob Jordan, Vice-Chairman

Thomas Dwyer, Selectman

Michael Yergeau, Selectman

Cody Belanger, Selectman

Date: December 17,2018