

**BOARD OF SELECTMEN MEETING MINUTES  
TOWN OF EPPING, NEW HAMPSHIRE  
February 11, 2019**



**ATTENDANCE**

Chairman Adam Munguia; Selectmen Bob Jordan, Tom Dwyer, Mike Yergeau (arrived 6:38 PM), Cody Belanger. Town Administrator Gregory C. Dodge. Executive Secretary Joyce Blanchard was excused.

**CALL TO ORDER**

Chairman Munguia called the public session to order at 6:35 PM at the Epping Town Hal.

**ENTER INTO NON-PUBLIC SESSION 91-A:3 II (a) reputation, (b) hiring, (c) legal**

**Motion by Selectman Cody Belanger to enter into Non-Public Session in accordance with RSA 91-A:3 II a,b,c. Seconded by Selectman Tom Dwyer. Motion carried 4-0. Roll call vote taken and carried unanimously.**

**Motion by Selectman Bob Jordan to exit Non-Public Session. Seconded by Selectman Cody Belanger. 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 MINUTIES**

**Motion by Selectman Tom Dwyer to seal the non-public minutes of February 11, 2019. Seconded by Selectman Bob Jordan. Motion carried 5-0.**

**MINUTES**

Minutes from the January 28, 2019 Selectmen's meeting were submitted for approval.

**Motion by Selectman Tom Dwyer to accept the minutes of January 28, 2019 & February 5, 2019. Seconded by Selectman Bob Jordan. Motion carried 5-0.**

Minutes from the February 5, 2019 Selectmen's meeting were submitted for approval.

**Motion by Selectman Tom Dwyer to accept the minutes of February 5, 2019. Seconded by Selectman Bob Jordan. Motion carried 5-0.**

## **PAYROLL MANIFEST**

Payroll manifest for pay period ending February 7, 2019 in the amount of \$118,295.57 was submitted for approval.

**Motion by Selectman Bob Jordan to approve the payroll manifest for pay period ending February 7, 2019 in the amount of \$118,295.57. Seconded by Selectman Cody Belanger. Motion carried 5-0.**

## **ACCOUNTS PAYABLE MANIFEST**

Accounts Payable manifest for the week ending February 7, 2019 in the amount of \$1,203,442.77 (School \$1,000,000.00 and Town \$203,442.77) was submitted for approval.

**Motion by Selectmen Tom Dwyer to approve the accounts payable manifest for the period ending February 7, 2019 in the amount of \$1,203,442.77 (School \$1,000,000.00 and Town \$203,442.77). Seconded by Selectman Bob Jordan. Motion carried 5-0.**

## **DEPARTMENT OF PUBLIC WORKS**

### **NH-DOT**

Public Works Director Dennis Koch addressed the Selectmen regarding the NH DOT planning on improvements to Route 125 and their desire to work with the Town to repair, replace any of the Town's infrastructure at the same time. Also to see if there was any interest to include bike paths and sidewalks. The Selectmen would very much like to work with the State to make improvements and to see how NH-DOT can work with the Town in accomplishing some of these tasks. Many ideas were discussed and it was the consensus of the Board that there should be a meeting with DOT to work on these ideas.

### **WATER QUALITY**

Dennis Koch also explained a letter received from NH – DES regarding the Town of Epping's water quality. Two private homes have wells being monitored in the area of the so called "Stump Dump". Samples drawn from the wells showed one home to have elevated levels of arsenic and the other just slightly above what DES likes to see. There will be further sampling and the Town would have to provide bottled water if the levels still read high. The cost of providing water would probably have to come from the Transfer Station budget. Mr. Koch will keep the Board updated on this.

### **APPOINTMENT – JOE CORONATI**

Mr. Joe Coronati of Jones and Beach went over an offsite roadway improvement regarding a project off of Ladds Lane. Dave Reinhold has also seen the plans and likes the proposed changes. The western end of Ladds Lane would be terminated and an access road developed across from the first home on the left as you drive east on Ladds Lane. There will also be a need for a wetlands permit as a small section is wet and other applications are necessary per DOT. Mr. Coronati wanted the Selectmen's support on this plan and to sign documents.

**Motion by Selectman Bob Jordan to support the plan as laid out by Mr. Coronati. Seconded by Selectman Mike Yergeau with discussion. Discussion: The Board felt that though there may be support for the plan they would like the Town Administrator to check with Brittany Howard before signing any documents. No vote was taken.**

**Motion by Selectman Bob Jordan and seconded by Selectman Mike Yergeau to rescind the above motion. Motion carried 5-0.**

Discussion continued and it was thought that a Public Hearing should be had before the Board formally supports of the plan.

The Board thanked Mr. Coronati.

## **RECREATION HIRE**

Director Nicole Bizzaro recommended the hire of Tim Norton as a part-time Before/After School Program and Summer Camp Director at a rate of \$15.00 per hour.

**Motion by Selectman Cody Belanger to hire Tim Norton for the Recreation Department at a rate of \$15.00/hour pending a background check. Seconded by Selectman Bob Jordan. Motion carried 5-0.**

## **FIRE DEPARTMENT – HIRES**

Chief Don DeAngelis recommended the following hires:

**LABONTE, Caitlin** – She is the daughter of Full-Time Firefighter Tim LaBonte and a resident of Brentwood, NH. She is currently in EMT school. This is a part-time EMT position which pays \$7.25/hour and \$12.00/hour when on a call. The Board will need to sign an Anti-Nepotism Waiver form.

**PORTER, Tryphena** – She is the daughter of P/T Firefighter James Porter and will need an Anti-Nepotism Waiver. The position is a P/T Firefighter/EMT position, \$7.25/hour and \$12.00/hour when on a call.

**Motion by Selectman Bob Jordan to hire Caitlin LaBonte and Tryphena Porter with an Anti-Nepotism waiver both at the rate of \$7.25 per hour (\$12.00/hour when on a call) pending background checks. Seconded by Selectman Cody Belanger. Motion carried 5-0.**

The Chief also recommended the following two hires:

**PIETRINI, Bryce O.** –P/T Firefighter/EMT position rate of pay of \$7.25/hour and \$12.00/hour when on a call.

**JOHNSON, Carissa** –P/T Firefighter/EMT position, \$7.25/hour and \$12.00/hour when on a call.

**Motion by Selectman Tom Dwyer to hire Bryce Pietrini and Carissa Johnson both at the rate of \$7.25 per hour (\$12.00/hour when on a call) pending background checks. Seconded by Selectman Cody Belanger. Motion carried 5-0.**

## **TAX MAP MAINTENANCE**

A contract was presented from Cartographic Associates, Inc. to renew the annual tax map maintenance contract. The cost is \$50.00 more than last year.

**Motion by Selectman Mike Yergeau to renew the tax map maintenance contract with Cartographic Association, Inc. Seconded by Selectman Bob Jordan. Motion carried 5-0.**

## **TIMBER YIELD TAX**

A Timber Yield Tax was submitted for Eric Clements at 232 Main St., map #022 lot #058 in the amount of \$143.04.

**Motion by Selectman Mike Yergeau to approve the Timber Yield Tax in the amount of \$143.04 for Eric Clements at 232 Main St. map #022 lot #038. Seconded by Selectman Bob Jordan. Motion carried. 5-0.**

## **INTENT TO CUT**

An Intent to Cut was filed by Scott Barthelemy 154 Marin Rd. for map #36 lot #25.

**Motion by Selectman Mike Yergeau to grant the Intent to Cut to Scott Barthelemy 154 Martin Rd. map #36 lot #25. Seconded by Selectman Bob Jordan. Motion carried 5-0.**

## **LEGAL LETTER RELEASE**

A request was made for the Board of Selectmen to release the legal letter pertaining to the Parenteau property at the corner of Mill St. and Elm St. to the Conservation Commission and Planning Board so that they may take action as deemed appropriate.

**Motion by Selectman Bob Jordan to release the legal letter from Attorney John Ratigan to the Conservation Commission and Planning Board regarding the Parenteau property at the corner of Elm St. and Mill St. Seconded by Selectman Cody Belanger. Motion carried 5-0.**

## **PURCHASE ORDER – TOWN HALL**

Purchase order #0167 was submitted for consideration by the Board of Selectmen. The purchase order is for Exeter Roofing to make certain repairs to the Town Hall roof at the cost of \$4,520.

**Motion by Selectman Tom Dwyer to approve the purchase order for Exeter Roofing in the amount of \$4,520 to make necessary repairs to the Town Hall roof. Seconded by Selectman Mike Yergeau. Motion carried 5-0.**

## **ADMINISTRATOR'S REPORT**

### **Town Administrator Gregory C. Dodge**

Town Administrator Gregory C. Dodge presented the list of ambulance write-offs totally \$12,367.91 with small balance write-offs of \$265.00 and \$19,204.27 for non-resident collections.

**Motion by Selectman Tom Dwyer to approve the ambulance write-offs totally \$12,367.91. Seconded by Selectman Bob Jordan. Motion carried 5-0.**

**Motion by Selectman Tom Dwyer to approve the ambulance write-offs of small balances totaling \$265.00. Seconded by Selectman Bob Jordan. Motion carried 5-0.**

**Motion by Selectman Tom Dwyer to approve \$19,204.27 of ambulance billing to be sent to collections. Seconded by Selectman Bob Jordan. Motion carried 5-0.**

Administrator Dodge reminded the Board that the Blue and Gold banquet is on Friday February 22, 2019 at the Elementary School beginning at 6:00 PM. RSVP's for three were submitted.

Candidate's Night is on Wednesday February 27, 2019 at 7:00 PM moderated by former Town Moderator Bob Goodrich.

Administrator Dodge reported that he misspoke at the School Deliberative Session regarding the use of Impact Fees. He stated that a letter was received from Attorney Ratigan expressing the opinion of using Impact Fees for the HVAC system was a proper use. A resident has asked for a copy of the letter. Administrator Dodge said that there never was a letter received that the opinion of the use was verbal. A letter has since been received by Town Counsel however the Town Attorney cautioned the Board in releasing the contents of the letter in that it sets a bad precedence. The use of School Impact Fees in the opinion of Town Counsel is a proper use under the law and policies in place.

## **INDIVIDUAL SELECTMEN'S REPORTS**

### **Selectman Cody Belanger**

No report.

### **Selectman Tom Dwyer**

No Report.

### **Selectman Bob Jordan**

Selectman Jordan thanked all of those who came out for both the Town and School Deliberative Sessions. He said that the information needed to make good decisions is out there and that the SB2 process works, people just need to participate.

**Selectman Mike Yergeau**

Selectman Yergeau also wanted to thank the few that came out for the Town and School Deliberative Sessions. He wanted everyone to know that the emails for each Selectmen are on the Town website and encouraged people to contact them with questions.

**Selectman Adam Munguia**

Chairman Munguia also wanted to thank those who participated in the Deliberative Sessions. He also wanted to thank all of those who serve on volunteer Boards. He extended his gratitude to all that serve.

**ADJOURN**

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

**Meeting was adjourned at 8:07 PM.**

Respectfully Submitted,

Gregory C. Dodge  
Town Administrator

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Adam Munguia, Chairman

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Bob Jordan, Vice-Chairman

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Tom Dwyer, Selectman

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Mike Yergeau, Selectman

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Cody Belanger, Selectman

Date: February 25, 2019

