

**BOARD OF SELECTMEN MEETING MINUTES
TOWN OF EPPING, NEW HAMPSHIRE
April 28, 2014**



ATTENDANCE

Chairman Tom Gauthier; Selectmen James P. McGeough, Tom Dwyer, Bob Jordan, and Mike Yergeau. Town Administrator Gregory C. Dodge; Executive Secretary Joyce Blanchard

CALL TO ORDER

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

ADJOURN TO NON-PUBLIC 91:A:3 II. (a)(b)(c)(d)(e) Personnel; reputation (e) legal

Motion by Selectman Gauthier to adjourn to Non-Public Session. Seconded by Selectman McGeough. Motion carried 5-0. Roll call vote was taken and carried unanimously.

Motion by Selectman Dwyer to exit the Non-Public Session. Seconded by Selectman Yergeau. Motion carried 4-0.

RECONVENE

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

PLEDGE ALLEGIANCE TO THE FLAG

SEAL NON-PUBLIC MINUTES – April 28, 2014

Motion by Selectman Dwyer to accept the Non-Public Minutes of April 28, 2014. Seconded by Selectman Yergeau. Motion carried 4-0.

PLEDGE ALLEGIANCE TO THE FLAG

MINUTES

Minutes from April 14, 2014 were submitted for approval.

Motion by Selectman Dwyer to accept the minutes of April 14, 2014. Seconded by Selectman Yergeau. Motion carried 3-0. Selectman McGeough abstained.

SIGNING OF PAYROLL MANIFEST

Payroll manifest for pay period ending 4/24/2014 in the amount of \$95,209.71 was submitted for approval.

Motion by Selectman Dwyer to approve the payroll manifest for pay period ending 4/24/2014 in the amount of \$95,209.71 Seconded by Selectman Yergeau. Motion carried 4-0.

SIGNING OF ACCOUNTS PAYABLE MANIFEST

Accounts payable manifest for week ending 4/25/2014 at \$133,304.35 for the town was submitted for approval.

Motion by Selectman Dwyer to approve the Accounts Payable Manifest for week ending 4/25/2014 for \$133,304.35. Seconded by Selectman Yergeau. Motion carried 4-0.

BUSINESS

FINANCE

Municipal Leasing Credit Corporation agreement for the Highway Truck which is a standard lease agreement was submitted for approval.

Motion by Selectman Dwyer to approve the Municipal Leasing Credit Corporation agreement for the Highway Truck along with Chairman Gauthier signing the agreement on behalf of the Board of Selectman. Seconded by Selectman Yergeau. Motion carried 4-0.

Comstar write offs in the amount of \$16,514.16 for residents, \$1,479.90 for non-residents and transfers to collections for non-residents of \$23,214.21 were submitted for approval.

Motion by Selectman Dwyer to approve the Comstar write offs in the amount of \$16,514.16 for residents, \$1,479.90 for non-residents and transfers to collections for non-residents of \$23,214.21. Seconded by Selectman Yergeau. Motion carried 4-0.

Finance Director, Lisa Fogg explained the Post-Issuance Tax Compliance Policies and Procedures that was submitted for approval. The Bond Counsel recommends that the Board of Selectmen approve this policy as having the policy shows the IRS that the money is being spent on the intent of the bond.

Motion by Selectman Dwyer to approve the Post-Issuance Tax Compliance Policies and Procedures. Seconded by Selectman Yergeau. Motion carried 4-0.

Motion by Selectman McGeough to have Finance Director Lisa Fogg be the coordinator of these policies and procedures. Seconded by Selectman Dwyer. Motion carried 4-0.

PUBLIC WORKS

Purchase Order to Tri-State Curb for 420' of 5" Granite Curb set in the amount of \$7,476 was submitted for approval.

Motion by Selectman Dwyer to approve the purchase order to Tri-State Curb for 420' of 5" Granite Curb set in the amount of \$7,476. Seconded by Selectman Jordan. Motion carried 4-0.

Purchase Order to Wolcott Construction for paving the new sidewalk on Main Street in the amount of \$15,000 was submitted for approval.

Motion by Selectman Dwyer to approve the purchase order to Wolcott Construction for paving the new sidewalk on Main Street in the amount of \$15,000. Seconded by Selectman Jordan. Motion carried 4-0.

Purchase Order to Dennis Lewis to grade dirt roads for 2 days in the amount of \$2,000 was submitted for approval.

Motion by Selectman Dwyer to approve the purchase order to Dennis Lewis to grade dirt roads for 2 days in the amount of \$2,000. Seconded by Selectman McGeough. Motion carried 4-0.

Purchase Order to Richard Levine to repair the handicapped ramp in the amount of \$5,075 was submitted for approval.

Motion by Selectman McGeough to table the purchase order to repair the handicapped ramp until the next meeting. Seconded by Selectman Jordan. Motion carried 4-0.

Municipal Agreement for the Town of Epping Sidewalk Project – NH Route 125 from Main Street, south 1,100 linear feet with the State of NH was submitted for approval.

Request for professional services with Jones & Beach Engineers for the sidewalk design from Main Street south on Route 125, 1,100 linear feet in the amount of \$2,750 was submitted for approval.

Motion by Selectman Dwyer to approve the Municipal Agreement for the Town of Epping Sidewalk Project – NH Route 125 from Main Street, south 1,100 linear feet with the State of NH and the professional services with Jones & Beach Engineers for the sidewalk design from Main Street south on Route 125, 1,100 linear feet in the amount of \$2,750. Seconded by Selectman McGeough. Motion carried 4-0.

Public Works Director will be meeting with Bruce Chapman from the Fire Department regarding the water flow alarm that is needed at the Town Hall to be hooked into the sprinklers.

Town Administrator Greg Dodge advised the Board that during the reconstruction of Main Street North last summer, a resident was not happy with the change to her driveway regarding the drainage. Road Supervisor David Reinhold, Public Works Director Dennis Koch and Town Administrator Greg Dodge met with the resident to come up with a plan that would work for her. They tried everything possible to make her happy, but she has called again today. Mr. Reinhold and Mr. Dodge will be meeting with her again tomorrow. Selectman Yergeau offered to review the site also.

POLICE

Purchase Order for Central Dodge for a 2014 Dodge Charger in the amount of \$25,363 was submitted for approval.

Motion by Selectman Dwyer to approve the purchase order to Central Dodge for a 2014 Dodge Charger in the amount of \$25,363. Seconded by Selectman McGeough. Motion carried 4-0.

Purchase Order for Adamson Industries to purchase and install equipment in the new Dodge Charger in the amount of \$12,067.85 was submitted for approval.

Motion by Selectman Dwyer to approve the purchase order to Adamson Industries to purchase and install equipment in the new Dodge Charger in the amount of \$12,067.85. Seconded by Selectman McGeough. Motion carried 4-0.

Purchase Order to Transcor for a Panasonic Toughbook CF-31 Lap Top Computer in the amount of \$3,946.75 was submitted for approval.

Motion by Selectman Dwyer to approve the purchase order to Transcor for a Panasonic Toughbook CF-31 Lap Top Computer in the amount of \$3,946.75. Seconded by Selectman McGeough. Motion carried 4-0.

7:30 Charlie Goodspeed

Mr. Goodspeed introduced his UNH students that presented a plan for an addition to the Epping Library. Griffin Arora is the project manager for the library expansion. Mr. Arora reviewed the upgrades and the scheduling that the expansion would consist of. The library has not been renovated since it was built 50 years ago. Tyler Coulter was in charge of communications. He had talked to random members of the public about how they felt about the library, passed out brochures, interviewed the SAU superintendent and did an on line survey. The information he gathered indicated that an addition was needed with a study room, a meeting room, and a quiet space to read. A 3-D representation of the proposed addition was explained with keeping the cost below a million dollars. UNH student Tyler King provided the structural details on the construction, such as the foundation, retaining wall, prefabricated walls and using a brick face to match the front bricks. Dan Barowski described the types of window, insulation, roof design and the project schedule which is 5 months. The Selectmen asked a variety of questions; will the library be opened during construction, what kind of heating system and installation, air conditioning and adding another cupola? After the students answered the questions the Board of Selectman thanked the students for the well thought out presentation.

UNH Student Kevin Tinsdale and Justin Pennell explained the test they did at the Watson Academy. They discussed replacing the column and the beam settling. They first dug a hole finding rock, sand, brick, clay and water. As the beam is solid the recommendation would be to jack up the beam very slowly and replace the column.

Selectman Dwyer verified that money cannot be spent on this project due to the warrant article not passing. Mr. Goodspeed replied that there would not be a bill for the repair. As this is a repair and restoration, an engineering stamp is not necessary. Fire Chief DeAngelis spoke in favor of an engineering stamp as the state fire marshal had the building condemned. The LGC report stated the building was structurally deficient. Building Inspector Dennis Pelletier needs to see stamped engineer drawings to have this building fixed correctly. Discussion continued.

Motion by Selectman Dwyer to have a joint meeting with the State Fire Marshall, Mr. Goodspeed, Fire Chief, Building Inspector, Insurance Carrier, Town Administrator, UNH students and at least 1 Selectman with the hopes that an agreement can be made regarding fixing Watson Academy. Seconded by Selectman McGeough. Motion carried 4-0.

Mr. Goodspeed thanked the Selectmen and the audience for their patience with letting the UNH students present the plans for their school project.

RECREATION

Purchase Order for New England Sealcoating to repair the tennis court with resurfacing and replace the nets in the amount of \$8,375 was submitted for approval.

Motion by Selectman Dwyer to approve the purchase order for New England Sealcoating to repair the tennis court with resurfacing and replace the nets in the amount of \$8,375. Seconded by Selectman McGeough. Motion carried 4-0.

Recreation Director Nicole Bizzaro explained that she has since realized that New England Sealcoating will repair the center seam on the basketball court for an additional \$300.

Motion by Selectman Dwyer to approve the purchase order and contract to New England Sealcoating to repair the tennis court with resurfacing and replace the nets in the amount of \$8,375 having Town Administrator Dodge sign the contract along with the purchase order and contract for the basketball court for an additional \$300. Seconded by Selectman McGeough. Motion carried 4-0.

Purchase Order to Bus and Chassis LLC for a 2008 GMC van in the amount of \$25,000 was submitted for approval.

Recreation Director described the van along with purchasing the van with the revolving account and not using tax payer's money. The old van will be kept and used for wheelchair accessibility and does not affect the town insurance policy.

Motion by Selectman Dwyer to approve the purchase order to Bus and Chassis LLC for a 2008 GMC van in the amount of \$25,000. Seconded by Selectman Yergeau Motion carried 4-0.

SENATOR PRESCOTT

Senator Prescott announced that the liquor store location may be announced in the next 30 days. He understands that the Board of Selectmen is interested in the location at the Park and Ride and Senator Prescott would like to be the liaison between Epping and Concord. Selectman McGeough stated that he liked the building site at the Park and Ride, the lighting, the parking and the design of the store is perfect for that site. He is not interesting in the liquor store going anywhere on private land in Epping as Epping would lose tax revenue.

Motion by Selectman McGeough to have Town Administrator Greg Dodge send a strongly worded letter to the State Liquor Commissioner stating that the Board of Selectman would like to have the new liquor store built at the Park and Ride site. Seconded by Selectman Yergeau. Motion carried 4-0.

Senator Prescott assured the Board of Selectmen that he will talk to as many people that could help as he can.

CABLE FRANCHISE

Town Administrator discussed the letter from Attorney Miller regarding an audit for the Cable Franchise Renewal with Comcast. There will be a cost to have the audit done.

Motion by Selectman McGeough to go forward with the Comcast renewal without having an audit done. Seconded by Selectman Yergeau. Motion carried 4-0.

RACEWAY LICENSES

New England Dragway Motor Vehicle Race Track License for 2014 was submitted for approval.

Motion by Selectman Dwyer to approve the New England Dragway Motor Vehicle Race Track License for 2014. Seconded by Selectman Yergeau. Motion carried 4-0.

Star Speedway Motor Vehicle Race Track License for 2014 was submitted for approval on good faith the insurance certificate and form will be sent in this week.

Motion by Selectman Dwyer to approve the Star Speedway Motor Vehicle Race Track License for 2014 along with the \$100 yearly fee. Seconded by Selectman McGeough. Motion carried 4-0.

Chairman Gauthier requested to see the paperwork at the next meeting.

YIELD TAX

Timber Yield Tax Levy for Peter and Ann Brewitt, 161 Whitten Road, Kennebunk, ME, Map and Lot 002-001 in the amount of \$1,269.81 and Leanne Campbell, 28 Daniel Plummer Road #11, Map and Lot 030-074 in the amount of \$516.99 was submitted for approval.

Motion by Selectman Dwyer to approve the Timber Yield Tax Levy for Peter and Ann Brewitt, 161 Whitten Road, Kennebunk, ME, Map and Lot 002-001 in the amount of \$1,269.81 and Leanne Campbell, 28 Daniel Plummer Road #11, Map and Lot 030-074 in the amount of \$516.99. Seconded by Selectman McGeough. Motion carried 5-0.

ELDERLY EXEMPTION

Elderly Exemptions for Cheryl and James Rogers at 290 Calef Highway C-23 Map and Lot 023-039-023-C and Polly Cash at 8 Blackford Lane, Map and Lot 036-015-001-009 was submitted for approval.

Motion by Selectman Dwyer to approve the Elderly Exemption for Cheryl and James Rogers at 290 Calef Highway C-23 Map and Lot 023-039-023-C and Polly Cash at 8 Blackford Lane, Map and Lot 036-015-001-009. Seconded by Selectman Yergeau. Motion carried 4-0.

ABANDONED MANUFACTURED HOME

Agreements with Beech Hill Mobile Homes regarding the relocation and proper disposal of the manufactured homes of Jeffrey L. and Catherine L. Nichols, located on Lot #17, 85 Old Hedding Road and Cecil E.

Garrod located on Lot #1, #85 Old Hedding Road, both in Evans Mobile Home Park was submitted for approval.

Motion by Selectman Dwyer to approve the agreements with Beech Hill Mobile Homes regarding the relocation and proper disposal of the manufactured homes of Jeffrey L. and Catherine L. Nichols, located on Lot #17, 85 Old Hedding Road and Cecil E. Garrod located on Lot #1, #85 Old Hedding Road, both in Evans Mobile Home Park. Seconded by Selectman Yergeau. Motion carried 4-0.

RENTAL OF TOWN FACILITIES

Rental of Town Facilities for the NH DOT to meet upstairs for a pre-construction meeting on 5/13/14 from 1PM – 4 PM was submitted for approval.

Motion by Selectman Dwyer to approve the Rental of Town Facilities for the NH DOT to meet upstairs for a pre-construction meeting on 5/13/14 from 1PM – 4 PM with the rental cost waived. Seconded by Selectman McGeough. Motion carried 4-0.

Public Works Director Dennis Koch should attend this meeting.

CORRESPONDENCE & REPORTS

TOWN ADMINISTRATOR REPORT

TOWN ADMINISTRATOR

Town Administrator Gregory C. Dodge announced that the GOP is Wednesday and they are meeting upstairs. ETV will set up the camera so they can film their meeting at no cost.

Town Administrator Gregory C. Dodge stated that the 2013 DP-8 State Low and Moderate Income forms are copied and at the Town Hall. They must be filed May 1st through June 30th.

Town Administrator Gregory C. Dodge asked the board to consider having meetings every week instead of waiting for every 2 weeks to get some work accomplished. Chairman Gauthier suggested scheduling extra meetings as needed.

INDIVIDUAL SELECTMEN'S REPORTS

Selectman McGeough

Selectman McGeough would like to see the upstairs available for the fall. The balcony wall, floor, windows and painting need to get done, the electrician can wait. Selectman Gauthier requested an RFP to be sent out.

Motion by Selectman McGeough to send out an RFP for the wall that blocks off the balcony with an office underneath it, the ½ moon windows and the floor to be returned by the next Selectmen's meeting. Seconded by Selectman Dwyer. Motion carried 4-0.

Selectman Yergeau

No Report

Selectman Dwyer

No Report

Selectman Jordan

Absent

Selectman Gauthier

Selectman Gauthier wanted to know the outcome on the canoe race. Joe Denoncour responded that there were 27 competitors in the AM race and 10 in the non-competitor race in the afternoon. He was sure that the weather kept some racers home for the day. Mr. Denoncour knows that Dan Harvey and Amos Clapp came in 2nd.

Motion by Selectman Dwyer to adjourn. Seconded by Selectman McGeough. Motion carried 4-0.

Meeting was adjourned at 9:15 PM.

Respectfully submitted,

**Joyce Blanchard
Executive Secretary**

Thomas Gauthier, Chairman

Tom Dwyer, Selectman

James P McGeough, Selectman

Mike Yergeau, Selectman

Date _____