

**BOARD OF SELECTMEN MEETING MINUTES
TOWN OF EPPING, NEW HAMPSHIRE
October 27, 2014**



ATTENDANCE

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

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 Jordan. Motion carried 4-0. Roll call vote was taken and carried unanimously.

Motion by Selectman Dwyer to exit the Non-Public Session. Seconded by Selectman Jordan. 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

MINUTES

Minutes from October 20, 2014 as were submitted for approval.

Motion by Selectman Dwyer to accept the minutes of October 20, 2014 as amended. Seconded by Selectman Yergeau. Motion carried 3-0-1. Selectman Jordan abstained.

SIGNING OF PAYROLL MANIFEST

Payroll manifest for pay period ending 10/23/2014 in the amount of \$101,847.03 was submitted for approval.

Motion by Selectman Dwyer to approve the payroll manifest for pay period ending 10/23/2014 in the amount of \$101,847.03 Seconded by Selectman Jordan. Motion carried 4-0.

SIGNING OF ACCOUNTS PAYABLE MANIFEST

Accounts payable manifest for week ending 10/24/2014 at \$848,340.66; \$750,000 for the school and \$98,340.66 for the town was submitted for approval.

Motion by Selectman Dwyer to approve the Accounts Payable Manifest for week ending 10/24/2014 at \$848,340.66. Seconded by Selectman Jordan. Motion carried 4-0.

BUSINESS

FIRE

Recreation Director Nicole Bizzaro and President of the Epping Fire Association Danielle Zuka described the "Goblin's Gala" that will be held at the Epping Fire Station on October 31st 6-8 PM. There will be a best carved pumpkin and best costume contest, and a temporary tattoo station. Prizes, gift certificates, and a ride to school on a fire truck will all be decided by roaming judges. Hot chocolate, apple cider and a haunted walk with more may be enjoyed. ETV will be filming the festivities. Cliff Cray will be driving the Recreation Bus from the Town Hall parking lot. The Senior Citizens will help with the decorations and Sparky the Fire Dog will be visiting.

Large Assembly Permit for the Fire and Recreation Department along with the Fire Association to hold Trick or Treat at 37 Pleasant Street was submitted for approval.

Motion by Selectman Dwyer to approve the Large Assembly Permit for the Fire and Recreation Department along with the Fire Association to hold Trick or Treat at 37 Pleasant Street. Seconded by Selectman Jordan. Motion carried 4-0.

Purchase Order to Exeter Carpet Company for replacement carpet for 3 offices; the Fire Chief, Deputy Chief and the Administration offices in the amount of \$2,000 was submitted for approval.

Motion by Selectman Jordan to approve the purchase order to Exeter Carpet Company for replacement carpet for 3 offices; the Fire Chief, Deputy Chief and the Administration offices in the amount of \$2,000. Seconded by Selectman Dwyer. Motion carried 4-0.

Purchase Order to Marsar's Water Rescue Systems for 1 reach pole system and two rescue tether kits in the amount of \$1,736.86 was submitted for approval..

Motion by Selectman Dwyer to approve the purchase order to Marsar's Water Rescue Systems for 1 reach pole system and two rescue tether kits in the amount of \$1,736.86. Seconded by Selectman Jordan. Motion carried 4-0.

Fire Chief Don DeAngelis reported on the FEMA Grant Program. The Town of Epping offered to be the host town for the community regarding the FEMA grant and working with the Sheriff's Department and dispatching. In September the Fire Department was notified that the grant was not funded.

Motion by Selectman Jordan to move forward with another grant and to be a host community. Seconded by Selectman Dwyer. Motion carried 4-0.

Fire Chief Don DeAngelis explained the need in the department for a Volunteer Fire Department Chaplain. Janet Woithe was a Chaplain in the Navy and has been fulfilling the duties and doing a wonderful job. Chief DeAngelis would like to have the approval of the Board regarding the submitted job description. The Fire Association is sponsoring the training. Chief DeAngelis assured that board that you don't need to be ordained to be a Chaplain.

Motion by Selectman Jordan to approve the volunteer position as a Fire Department Chaplain as this is a valuable asset to the Town of Epping. Seconded by Selectman Dwyer. Motion carried 4-0.

Fire Chief Don DeAngelis updated the board regarding billing for the ambulance. In the past Anthem Blue Cross paid the Town of Epping the Medicare rate. The State of New Hampshire prepared a law making this an illegal practice. The contract will expire in 90 days which brings us to December.

7:30 Paul Liversiedge

Paul Liversiedge explained the involuntary lot merger of the property owned by Lura Dodge Koberski on Moore Street. A letter from Attorney Scott LaPointe was submitted verifying the historical layout of the lots.

Motion by Selectman Yergeau to unmerge the property owned by Laura Dodge Koberski on Moore Street. Seconded by Selectman Jordan. Motion carried 3-0-1. Selectman Dwyer abstained as he is an abutter.

RECREATION

Recreation Director Nicole Bizzaro reviewed the Recreation Budget. Other than 2 minor adjustments the budget was fine.

Recreation Director Nicole Bizzaro announced that the Watson Academy was voted as a “Seven to Save” list. This declaration was made by the NH Preservation Alliance to help highlight awareness to irreplaceable landmarks. Watson Academy is the only Queen Anne style school house in the state. There is no funding connected to this program but this statement might help with the LCHIP decision in November. Sandy Goodspeed did a great job with the application and presentation. Good things are happening for Watson Academy.

The Watson Budget was reviewed. Ms. Bizzaro would like to see an increase in the heating and electrical lines with the hopes that the Recreation Department will be moved back in by October. The budget will not be adjusted at this time.

PRESENTATION

Fire Chief Don DeAngelis honored Dick Marcotte with a white Fire Chiefs Helmet for serving the community for 4 decades. All the years of budgets, missed hot meals, training without compensation, holidays, late nights and commanding the scenes; the Fire Department, Board of Selectmen and Town of Epping gave him a small token of appreciation.

CEMETARY BUDGET

Town Administrator Gregory C. Dodge reported that after speaking to Jerry Langdon there will not be any changes to the Cemetery Budget.

PUBLIC WORKS

Purchase Order to Sanborn Excavation to haul sand from West Epping to the highway garage in the amount of \$2,550 was submitted for approval.

Motion by Selectman Dwyer to approve the purchase order to Sanborn Excavation to haul sand from West Epping to the highway garage in the amount of \$2,550. Seconded by Selectman Jordan. Motion carried 4-0.

Purchase Order to Frost Painting to prepare and paint the Transfer Station Building in the amount of \$2,700 was submitted for approval. Discussion regarding the bids and describing the project between the 2 estimates followed.

Motion by Selectman Dwyer authorizing Town Administrator Gregory C. Dodge to sign a new purchase order to Off the Wall Painting to prepare and paint the Transfer Station Building and Employee Shed in the amount of \$2,455. Seconded by Selectman Jordan. Motion carried 4-0.

2014-2015 Plowing Seasonal Contract Hires of Mike Sanborn; 1 tri-axle with plow, wing & sander at \$95 an hour, Renee Victoria; 1 ton with plow & sander at \$70 an hour and Granite Coast Landcare; 1 ton with plow & sander at \$70 an hour was submitted for approval.

Motion by Selectman Dwyer to approve the 2014-2015 Plowing Seasonal Contract Hires of Mike Sanborn; 1 tri-axle with plow, wing & sander at \$95 an hour, Renee Victoria; 1 ton with plow & sander at \$70 an hour and Granite Coast Landcare; 1 ton with plow & sander at \$70 an hour. Seconded by Selectman Jordan. Motion carried 4-0.

Seasonal PT employee hiring of Fred St Peter and Mark Nickerson, CDL plow and Loader Operators at \$20.00 an hour was submitted for approval.

Motion by Selectman Dwyer to approve the Seasonal PT employee hiring of Fred St Peter and Mark Nickerson, CDL plow and Loader Operators at \$20.00 an hour pending background checks. Seconded by Selectman Jordan. Motion carried 4-0.

Motion by Selectman Dwyer to waive the Seasonal PT hires from paying for the background check. Seconded by Selectman Jordan. Motion carried 4-0.

TAX DEEDING

Town Administrator Gregory C. Dodge explained that a letter went out 90 days ago explaining the reason for tax deeding and not allowing payment plans. Some property owners have been in with proof that they are going forward with loans and or sales. There are 19 properties that are in threat of tax deeding due to delinquent tax bills, they are: 44 Fogg Road, Witham Road, 20 Ham Road, 421 Calef Highway, 156 Hedding Road, 142 Exeter Road, 85 Coffin Road #12, 6 & 18, 41 Jenness Road, 3 & 5 French Road, 419 Calef Highway, Comac Road, 27 Land Meadow Farm Road, 6 Plumer Road, 38 Mill Street, 165 Nottingham Square Road and 16 Academy Street.

Motion by Selectman Dwyer to move forward with the tax deeding process. Seconded by Selectman Jordan. Motion carried 4-0.

INSURANCE RATE

Finance Director Lisa Fogg relayed the information regarding the insurance rates; the health insurance rate increased 0.2%, the Dental Insurance is staying the same and the short term disability went down but the number isn't in yet.

HALTH INSURANCE

Health Insurance was discussed regarding the change due in 2018, mainly the Cadillac Tax. Finance Director Lisa Fogg informed the board that the deductible for our health plan may need to be increased in order to keep the plan cost under the limit allowed. Discussion whether to react to the increase this year or next year continued.

Motion by Selectman Jordan to stay with the same insurance for this year. Seconded by Selectman Yergeau. Motion carried 4-0.

TAX RATE

The Tax Rate has not been recommended by the DRA yet. Town Administrator Gregory C. Dodge suggested that an emergency meeting to sign the tax warrant might be needed to be held this week if the tax rate comes in.

Selectman Dwyer would like to have any changes to the budget ready for final review for the November 3rd meeting. The wording for the Police Contract is being finalized to go forward in a Warrant Article.

Selectman Dwyer inquired about the warrant articles in 2014 that was funded from the fund balance. Finance Director Lisa Fogg reported that they were, highway truck lease, town hall repairs, property revaluation, highway trucks & equipment, contingency fund, landfill closure and birthday celebration totaling \$154,000.

LAND USE CHANGE TAX

Land Use Change Tax forms to Michael and Nicole Fragala of 12 Macintosh Lane, Map and Lot 014-014-085 in the amount of \$7,000 and Prescott Orchards Land Developing for property on Cider Street, Map and Lot 014-014-053 in the amount of \$7,000 was submitted for approval.

Motion by Selectman Jordan to approve the Land Use Change Tax forms to Michael and Nicole Fragala of 12 Macintosh Lane, Map and Lot 014-014-085 in the amount of \$7,000 and Prescott Orchards Land Developing for property on Cider Street, Map and Lot 014-014-053 in the amount of \$7,000. Seconded by Selectman Dwyer. Motion carried 4-0.

INTENT TO CUTS

Notice of Intent to Cuts for Jeffrey Sheehy, manager of Beede Hill Associates on South Witham Road, Map and Lot 034-038 and the Northrup Family Trust on Route 125, Map and Lot 036-036 was submitted for approval.

Motion by Selectman Dwyer to approve the Notice of Intent to Cuts for Jeffrey Sheehy, manager of Beede Hill Associates on South Witham Road, Map and Lot 034-038 and the Northrup Family Trust on Route 125, Map and Lot 036-036. Seconded by Selectman Jordan. Motion carried 4-0.

REVALUATION

Municipal Resources Assessor, Scott P. Marsh reviewed both proposals from Country Crossing Appraisal Group, LLC at \$57,000 and Vision Government Solutions at \$51,600 and comparing various assessing services. A spread sheet was provided with information and a memo explaining Mr. Marsh's findings.

Motion by Selectman Dwyer to hire Vision Appraisal at \$51,600 to do statistical revaluation in 2015. Seconded by Selectman Jordan. Motion carried 4-0.

CHAIRS

Weight Watchers offered to donate 100 stackable chairs to the Town of Epping. The Highway Department will have to travel to Londonderry to pick them up.

Motion by Selectman Jordan to accept the 100 stackable chairs. Seconded by Selectman Dwyer. Motion carried 4-0.

CORRESPONDENCE & REPORTS

TOWN ADMINISTRATOR REPORT

TOWN ADMINISTRATOR

Town Administrator Gregory C. Dodge announced that the Elementary School has invited Veterans to lunch as a Thank You. Please call the Elementary School for more information.

Town Administrator Gregory C. Dodge explained the second opinion agreement with Upton and Hatfield Attorneys regarding the Exeter Med Real Inc. vs. the Town of Epping fee agreement and billing policies.

Motion by Selectman Dwyer to approve the agreement with Upton and Hatfield Attorneys, not to exceed 24 hours and authorizing Town Administrator Gregory C. Dodge to sign the agreement. Seconded by Selectman Jordan. Motion carried 4-0.

Town Administrator Gregory C. Dodge publicized that the Epping Garden Club will be selling poinsettias until Nov 24th. The 6 inch pots are \$10.00 and the 8 inch pots are \$18.00. The poinsettias come in 3 colors, pink, red and white. Order sheets are at the Town Hall.

INDIVIDUAL SELECTMEN'S REPORTS

Selectman McGeough

Excused

Selectman Yergeau

No Report

Selectman Jordan

Selectman Jordan sends out a friendly reminder about Halloween Trick or Treat on Friday 5-7PM or stop in at the Police and Fire Station 6-8PM for the Pumking Gala. Have fun and be safe.

Selectman Dwyer

Selectman Dwyer wants the budget to be finished on November 3rd so it can be forwarded to the budget committee.

Selectman Gauthier

Selectman Gauthier reminded everyone that the time falls back an hour this Sunday AM.

Selectman Gauthier wants to make sure that the Holiday Schedule is posted at the Transfer Station.

ADJOURN

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

Meeting was adjourned at 8:55 PM.

Respectfully submitted,

**Joyce Blanchard
Executive Secretary**

Thomas Gauthier, Chairman

Tom Dwyer, Selectman

Mike Yergeau, Selectman

Bob Jordan

Date _____