

**BOARD OF SELECTMEN MEETING MINUTES
TOWN OF EPPING, NEW HAMPSHIRE
October 6, 2014**



ATTENDANCE

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

CALL TO ORDER

Chairman Jordan called the public session to order at 7:00 PM at the Epping Town Hall.

PLEDGE ALLEGIANCE TO THE FLAG

MINUTES

Minutes from September 29, 2014 were submitted for approval.

Motion by Selectman Dwyer to accept the minutes of September 29, 2014. Seconded by Selectman Yergeau. Motion carried 2-0. Chairman Jordan abstained.

BUSINESS – BUDGET REVIEWS

BOS BUDGET

Town Administrator Gregory C. Dodge explained the only change in the Board of Selectmen budget was an increase to the Selectmen's salaries.

Motion by Selectman Dwyer to reduce the BOS budget increase to reflect a level budget. Seconded by Selectman Yergeau. Motion carried 3-0.

TOWN ADMINISTRATION

The budget was reviewed and the only increase is the postage, salary and insurances.

TOWN MEETING

The only increase in this budget is the printing for the town report.

BOARD AND COMMISSIONS

There is no increase in this budget and remains a flat budget.

TOWN CLERK

Town Clerk Erika Robinson explained that other than the salary and insurance increases, the budget increased due to a software program. There is a one-time fee for Clerkworks that will enable the public to register dogs online.

ELECTION

Town Clerk Erika Robinson noted that there will be one election in 2015 so this budget went down.

TAX COLLECTION

Tax Collector Erika Robinson reported the budget increase is due to salary and insurance increases along with a training increase.

ACCOUNTING & AUDITING

Finance Director Lisa Fogg reported that the budget increase is due to salary and insurance increases. The books and periodicals are less as most of the information needed is on line.

TREASURY

There is no increase in this budget and remains a flat budget.

IT DEPARTMENT

Town Administrator Gregory C. Dodge discussed the decrease in this budget. All the hardware, upgrades and security have been done to the computers. Selectman Dwyer would like to know the price for a new server that will be needed in the next 2 years.

GOVERNMENT BUILDINGS

Town Administrator Gregory C. Dodge has added \$5,600 to this budget for a security system. Four cameras would be placed in the building. This price represents the cameras, installation and the viewing needs. There is also an additional \$500 for chairs to be purchased for the upstairs meeting room.

WATSON

The repairs and maintenance budget was restored to \$12,000 for preservation of the building. This will help with the LCHIP grant showing that the town will continue the upkeep the building.

VALUATION OF PROPERTY

This budget has increased by \$30,000 due to the town needing to be revalued in 2015. Last year there was a warrant article. Selectman Dwyer would like to see this in the budget instead.

LEGAL EXPENSE

Town Administrator Gregory C. Dodge reduced the legal expenses by 2.44% as he utilizes LGC and Primex for free advice. He only uses town counsel for “sticky” situations.

PERSONNEL ADMINISTRATION

The \$300 is used for prescreening new personnel.

INSURANCE AND BONDS

Finance Director Lisa Fogg explained that she hasn't received any quotes for next year. The numbers used in this budget are the same as last year.

HEALTH, GENERAL ASSISTANCE, PATRIOTIC PURPOSES AND CONSERVATION COMMISSION

These 4 budgets have all stayed the same as last year.

PRINCIPAL ON LONG TERM DEPT

Selectman Dwyer would like to have the land purchase bond captured into a separate account so the money can be followed easier in the budget.

INTEREST ON LONG TERM DEPT

The numbers are going down which means the town owes less money.

WARRANTS

The Selectmen warrant articles for Town Hall Repairs, Landfill closure, Property Reval, Highway Truck and Highway Equipment will stay the same amounts for the 2015 budget. The police will have a warrant article for the police contract.

Town Administrator Gregory C. Dodge reported that the Birthday Committee will need another warrant article.

The charities will need to have petitions for their articles along with presenting them to the board.

The next meeting for budgets is October 20th. The highway will be coming in; they have 2-3 major needs that might need a warrant article. Town Administrator Gregory C. Dodge will have the Library, Recreation and Planning/Zoning attend on Oct 20th also. Selectman Dwyer would like to have a wish list from the Highway Department; what they have now and when they will need to replace a piece of equipment.

LAND USE CHANGE TAX

Land Use Change Tax for Chelsea and Christopher Toomire, 108 Towle Road, Map and Lot 004-007 in the amount of \$500 was submitted for approval.

Motion by Selectman Dwyer to approve the Land Use Change Tax for Chelsea and Christopher Toomire, 108 Towle Road, Map and Lot 004-007 in the amount of \$500. Seconded by Selectman Yergeau. Motion carried 3-0

CORRESPONDENCE & REPORTS

Warrant for General Election for the November 4th General Election at the Middle High School from 8AM – 7 PM was submitted for approval.

Motion by Selectman Dwyer to approve the Warrant for General Election for the November 4th General Election at the Middle High School from 8AM – 7 PM. Seconded by Selectman Yergeau. Motion carried 3-0

The DAR brick way project bids were open. The bids were due on October 3rd by 4 PM. The companies were asked to bid on 2 separate projects. The first bid opened was from Granite Coast Landcare; the first stage of the project bid was \$3,600 and the second stage bid was \$2,400. The second bid opened was from Averell Landscape and Design; the first stage of the project bid was \$4,529 and the second stage bid was \$5,194.35.

These bids will be reviewed and compared with a recommendation to the board at the October 27th meeting.

TOWN ADMINISTRATOR REPORT

TOWN ADMINISTRATOR

Town Administrator Gregory C. Dodge announced that the next meeting will not be a business meeting. The Selectmen will come in Monday at 7AM to sign the minutes and the accounts payable manifest. ETV will not be here to televise the meeting.

Town Administrator Gregory C. Dodge reported that the meeting will be October 20th will be for budget review. The October 27, 2014 meeting will be a regular business meeting.

INDIVIDUAL SELECTMEN'S REPORTS

Selectman Dwyer

No Report

Selectman McGeough

Excused

Selectman Yergeau

No report

Selectman Jordan

Selectman Jordan reported that Selectman McGeough continues to recover and he looks forward to having Jim back on the board.

Selectman Gauthier

Excused

Motion by Selectman Dwyer to adjourn. Seconded by Selectman Yergeau. Motion carried 3-0.

Meeting was adjourned at 8:05 PM.

Respectfully submitted,

**Joyce Blanchard
Executive Secretary**

Bob Jordan, Selectman

Tom Dwyer, Selectman

Mike Yergeau, Selectman

Date _____