

**BOARD OF SELECTMEN MEETING MINUTES
TOWN OF EPPING, NEW HAMPSHIRE
December 7, 2015**



ATTENDANCE

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

CALL TO ORDER

Chairman Gauthier called the public session to order at 7 PM at the Epping Town Hall.

PLEDGE ALLEGIANCE TO THE FLAG

MINUTES

Minutes from November 23, 2015 as were submitted for approval.

Motion by Selectman Jordan to accept the minutes of November 23, 2015. Seconded by Selectman Yergeau. Motion carried 3-0.

SIGNING OF PAYROLL MANIFEST

Payroll manifest for pay period ending 12/3/2015 in the amount of \$127,666.26 was submitted for approval.

Motion by Selectman Jordan to approve the payroll manifest for pay period ending 12/3/2015 in the amount of \$127,666.26. Seconded by Selectman Yergeau. Motion carries 3-0.

SIGNING OF ACCOUNTS PAYABLE MANIFEST

Accounts payable manifest for week ending 12/4/2015 at \$820,433.09; \$713,365 for County Taxes and \$107,068.09 for the town was submitted for approval.

Motion by Selectman Jordan to approve the Accounts Payable Manifest for week ending 12/4/2015 at \$820,433.09 Seconded by Selectman Yergeau. Motion carried 3-0.

Selectman Dwyer arrived late.

BUSINESS

RECREATION – Watson Academy

Recreation Director Nicole Bizzaro explained the steps that need to be taken to open Watson Academy. Summit Engineering has looked at the work done with Building Inspector Dennis Pelletier. A letter from

Summit Engineering stating that the requirements have been completed and satisfied will need to be sent to the Board of Selectmen. Building Inspector Dennis Pelletier and the Fire Chief Donald DeAngelis did a walk through and created a list of items that need to be seen too. A phone line was cut during the work being done which trips the security alarm. The elevator, sprinkler system and fire extinguisher all need to be maintained and checked on. Building Inspector Dennis Pelletier discussed the findings. Mr. Pelletier and Fire Chief Don DeAngelis have another inspection to finalize the needs to open Watson Academy. The town will need to officially sign off on the completion for liability purposes.

Motion by Selectman Jordan pending all the approvals are in place from the Building Inspector, Fire Department and State Fire Marshall (if needed) and all the documents are presented, that the Town Administrator has authorization to approve the opening of Watson Academy. Seconded by Selectman Dwyer. Motion carried 4-0.

JOINT BUILDING BID AWARD

School Board member Jamie Mallett and representing the Joint Town and School Facilities Committee requested acceptance of an RFP to do the sitework and review the grounds of the Epping Elementary for the possibility of building a new Safety Complex, Recreation Center and Gymnasium. Mrs. Mallett explained that six proposals were returned with 3 being under the \$25,000. The 3 proposals have been extensively reviewed with Harriman Architects & Engineers being chosen for \$23,380.

Motion by Selectman Dwyer to go forward with offering a contract to Harriman Architects & Engineers for an engineering study and much more. Seconded by Selectman Jordan. Motion carried 4-0.

7:15 NEW ENGLAND DRAGWAY

Joe Lombardo presented the 2016 race schedule. He reported that it follows the previous years, one is an extra race but this is due to how the calendar fell.

Motion by Selectman Dwyer to approve the New England Dragway race schedule. Seconded by Selectman Jordan. Motion carried 4-0.

Mr. Lombardo explained that helicopters rides that originate from Brentwood have rerouted their flights to over the track as to not bother any neighbors. Any loud music events will be relocated farther down the track or will close earlier in the evening. New England Dragway is hosting the NHRA NE Nationals. Mr. Lombardo has requested a Public Hearing for a beer tent on June 5th. The Public Hearing will be on January 4, 2016 for approval.

DEFAULT/REVENUE/WARRANT ARTICLE DISCUSSION

Finance Director Lisa Fogg explained that the 2016 General Fund Default Budget is \$307,020.00 less than the 2016 Proposed Budget. The General Fund Default Budget is \$12,410.00 more than the 2015 General Fund approved budget. Adding Water and Sewer, the default budget is \$324,776.00 less than the 2016 proposed budget.

Motion by Selectman Dwyer to approve the 2016 Default Budget of \$7,353,648.00. Seconded by Selectman Jordan. Discussion continued regarding the Default Budget, then the motion was withdrawn.

Chairman Gauthier would like to lower the default budget for the loader and the police officer, which should be warrant articles. Selectman Dwyer stated that the budget is being presented to the Budget Committee next Wednesday.

Motion by Chairman Gauthier to make the equipment line \$40,000 instead of \$120,000 in the Highway Department Budget. Seconded by Selectman Jordan. Motion carried 4-0.

Motion by Selectman Dwyer to change the Highway Department Budget to \$1,043,645.00. Seconded by Selectman Jordan. Motion carried 4-0.

Motion by Selectman Dwyer to approve the new 2016 Default Budget of \$7,273,648.00. Seconded by Selectman Jordan. Motion carried 4-0.

Finance Director Lisa Fogg presented the revenue budget 2016. The estimated revenues have increased by \$292,500.00 over last year's estimates, which is a 14% increase. While she likes to keep the numbers conservative and be able to increase them before the tax rate is set, motor vehicle registrations have continued to increase and the State Shared Revenues have gone up. This year's numbers increased due to Payment in Lieu of Taxes for Exeter Medical. This year Mrs. Fogg was able to increase the estimates \$272,470.00 or 13% before we set the tax rate. The Revenues look good for next year.

Motion by Selectman Dwyer to approve the new 2016 Estimated Revenues in the amount of \$3,918,029. Seconded by Selectman Jordan. Motion carried 4-0.

Town Administrator Gregory C. Dodge explained the spreadsheet with the past warrant articles listed. He stated that the Conservation Commission will be creating a Warrant Article regarding the receipt of 10% of the Land Use Change. The Library will be coming forward with a \$600,000 Warrant Article for an expansion. Recreation would like to start an expendable fund. Discussion continued regarding not funding the highway truck warrant article and on each warrant article.

Motion by Chairman Gauthier to keep the Highway Equipment Fund warrant article at \$15,000. Seconded by Selectman Jordan. Motion carried 4-0.

Motion by Selectman Dwyer to reduce the Town Hall warrant article to \$15,000. Seconded by Selectman Jordan. Motion carried 4-0.

Motion by Chairman Gauthier to reduce the Property Reevaluation warrant article to \$10,000. Seconded by Selectman Dwyer. Motion carried 4-0.

Motion by Selectman Dwyer to keep the Towns Birthday Celebration at \$10,000. Seconded by Selectman Jordan. Motion carried 4-0.

Motion by Selectman Dwyer to not fund the Landfill Closing Warrant article. Seconded by Chairman Gauthier. Motion carried 4-0.

Recreation Director Nicole Bizzaro discussed establishing an Expendable Fund with \$10,000 that would be overseen by the Board of Selectmen. This would be an opportunity to put money aside for more services down the road for youth and adult activities and athletics.

Motion by Selectman Dwyer to approve establishing an Expendable Fund with \$10,000 to be used for long term goals. Seconded by Selectman Yergeau. Motion carried 4-0. Donations and fund raising can be added to this fund.

Motion by Chairman Gauthier to approve a Conservation Commission warrant article saying that 10% of the Land Use Change Tax will go to the Conservation Commission with at \$50,000 cap. Seconded by Selectman Dwyer. Motion carried 4-0.

Motion by Chairman Gauthier to approve a \$600,000 warrant article which is the same as last years for a library addition. Seconded by Selectman Jordan. Motion carried 3-1. Selectman Yergeau voted nay.

The cost of leasing a loader will be discussed next week.

FIRE

Purchase order to Industrial Protection Services for protective equipment in the amount of \$6,800 was submitted for approval.

Motion by Selectman Jordan to approve the purchase order to Industrial Protection Services for protective equipment (Jaws of Life) in the amount of \$6,800. Seconded by Selectman Dwyer. Motion carried 4-0. Fire Chief Don DeAngelis remarked that this if at half price as the company ordered one too many.

COMSTAR

Motion by Selectman Jordan to approve the Comstar write offs for residents in the amount of \$19,126.57, transfers to collection for non-residents in the amount of \$18,692.97 and other write offs in the amount of \$1,227.06. Seconded by Selectman Dwyer. Motion carried 4-0.

Motion by Selectman Jordan to approve the Comstar write offs from FFR who handles the Comstar Collection in the amount of \$24,277.85. Seconded by Selectman Dwyer. Motion carried 4-0. Most of these write offs are from 2012.

LAND USE CHANGE TAX

Motion by Selectman Jordan to approve 10 Land Use Change Tax from Treys Way, Map 009 Lots 022-005, 022-007, 022-009, 022-010, 022-011, 022-014, 022-015, 022-016, 022-017 and 022-018 in the amount of \$7,500 each. Seconded by Selectman Dwyer. Motion carried 4-0.

Motion by Selectman Dwyer to approve the Land Use change Tax for Apple Way, Map and Lot 014-014-083 in the amount of \$7,000. Seconded by Selectman Jordan. Motion carried 4-0.

RENTAL OF TOWN FACILITIES

Motion by Selectman Dwyer to approve the Rental of Town Facilities for a Melling Glen Association meeting upstairs on December 9th, 9PM in the amount of \$70.00. Seconded by Selectman Jordan. Motion carried 4-0.

BOARD OF SELECTMEN

Motion by Selectman Dwyer to approve the purchase order to Certified Computer Solutions for 1 computer system replacement in the Board of Selectmen's Office. Seconded by Selectman Jordan. Motion carried 4-0.

CORRESPONDENCE & REPORTS

ADMINISTRATOR'S REPORT

Town Administrator Gregory C. Dodge asked the residents in town not to take their frustration of the tax increase and assessment change out on the Town Hall Staff. There have been a lot of negative calls and comments which are not the employees fault. Please come to the meetings to vent your feelings and ask your questions.

Town Administrator Gregory C. Dodge reported that the \$4,000 from LGC has been approved for payment to Watson Academy and will be mailed soon.

Snow and Ice Contract Agreement for K.J. Fisher and Sons LLC, 95 Old Center Road, Deerfield, NH to drive his own 2000 International 4900/plow/wing and sander in the amount of \$95 an hour was submitted for approval.

Motion by Selectman Jordan to approve the hiring of K.J. Fisher and Sons LLC, 95 Old Center Road, Deerfield, NH to drive his own 2000 International 4900/plow/wing and sander in the amount of \$95 for snow plowing pending proof of insurance. Seconded by Selectman Dwyer. Motion carried 4-0.

Town Administrator Gregory C. Dodge thanked Eunice Miller and the Epping Garden Club for the decorations out front of the Town Hall, it looks really festive.

INDIVIDUAL SELECTMEN'S REPORTS

Selectman McGeough

Excused

Selectman Yergeau

No report.

Selectman Jordan

No Report

Selectman Dwyer

Selectman Dwyer reminded the Board that the 2016 Budget presentation to the Budget Committee will be on Wednesday the 16th. Mr. Dwyer hopes that the Board of Selectmen can all attend. The Budget Committee requested to have Officer Russ Hero at the meeting to ask how the SRO position is working. As he is on his

honeymoon, Selectman Dwyer will ask if Officer Hero can attend and respond to those questions at the public hearing. Selectman Jordan wished Mr. Hero and future wife good luck.

Selectman Gauthier

Selectman Gauthier attended the Christmas Party with no more than 147 other people. The room looked great. Recreation Director Nicole Bizzaro did a nice job, the Christmas Trees look amazing and everyone had a good time. The new tree at DRA Park was too small for everyone to see but it was still a good time. The bows look really nice on all the granite post.

Selectman Gauthier reminded all the department staff to encumber any monies from their budgets as there is only one more Selectmen’s meeting this year.

Selectman Gauthier wanted to make sure all the holiday hours were posted for the Transfer Station. As Christmas is on a Friday this year there is no need to change the hours. Town Administrator Gregory C. Dodge stated the Town Hall hours have been posted. The staff Christmas party is on Tuesday and the Town Hall will be closed for 2 hours, noon-2 pm.

ADJOURN

Since there were no public comments, Selectman Jordan made a motion to adjourn the meeting. Seconded by Selectman Dwyer. Motion carried 4-0.

Meeting was adjourned at 8:40 PM.

Respectfully submitted,

**Joyce Blanchard
Executive Secretary**

Tom Gauthier, Selectman

Mike Yergeau, Selectman

Tom Dwyer, Selectman

Bob Jordan, Selectman

Date _____