

**BOARD OF SELECTMEN MEETING MINUTES  
TOWN OF EPPING, NEW HAMPSHIRE  
November 23, 2015**



**ATTENDANCE**

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

**CALL TO ORDER**

Chairman Gauthier called the public session to order at 6:00 PM at the Epping Town Hall.

**ADJOURN TO NON-PUBLIC 91:A:3 II. (a)(c) Personnel; reputation**

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

**Motion by Selectman Jordan to exit the Non-Public Session. Seconded by Selectman Dwyer. Motion carried 5-0.**

**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**

**Motion by Selectman Dwyer to approve the non-public minutes of November 23, 2015. Seconded by Selectman Jordan. Motion carried 5-0.**

**MINUTES**

Minutes from November 9, 2015 as were submitted for approval.

**Motion by Selectman Dwyer to accept the minutes of November 9, 2015. Seconded by Selectman McGeough. Motion carried 4-1. Selectman Jordan abstained.**

**SIGNING OF PAYROLL MANIFEST**

Payroll manifest for pay period ending 11/19/2015 in the amount of \$92,247.21 was submitted for approval.

**Motion by Selectman Dwyer to approve the payroll manifest for pay period ending 11/19/2015 in the amount of \$92,247.21 Seconded by Selectman McGeough. Motion carried 5-0.**

## **SIGNING OF ACCOUNTS PAYABLE MANIFEST**

Accounts payable manifest for week ending 11/20/2015 at \$1,125,483.02; \$800,000 for the school, \$31,072 for the Fire Department Vehicle, \$121,131.62 for the road bond refund and \$173,279.40 for the town was submitted for approval.

**Motion by Selectman Dwyer to approve the Accounts Payable Manifest for week ending 11/20/2015 at \$1,125,483.02. Seconded by Selectman Jordan. Motion carried 5-0.**

## **BUSINESS**

### **PUBLIC WORKS**

Request to hire Ryan Martin at \$12.00 an hour as a Transfer Station Attendant, Randy Turpin at \$25.00 to drive a town truck and remove snow and sand and Donald Fogg at \$25.00 an hour to plow the sidewalks was submitted for approval.

**Motion by Selectman Dwyer to approve the hiring of Ryan Martin at \$12.00 an hour as a Transfer Station Attendant, Randy Turpin at \$25.00 to drive a town truck and remove snow and sand and Donald Fogg at \$25.00 an hour to plow the sidewalk. Seconded by Selectman Jordan. Motion carried 5-0.**

### **ACCEPTANCE OF ROADS**

The Planning Board voted that Colt Lane, Gable Drive and Crown Court have been built to town specifications and advises the Board of Selectmen to accept the roads.

**Motion by Selectman Dwyer to accept Colt Lane, Gable Drive and Crown Court as town roads. Seconded by Selectman Jordan. Motion carried 5-0.**

## **RECREATION**

Appointment for Jeannette Hauschel to the Recreation Committee for a three year term was submitted for approval.

**Motion by Selectman Dwyer to re-appoint Jeannette Hauschel to the Recreation Committee for a three year term. Seconded by Selectman Jordan. Motion carried 5-0.**

Large Assembly Permit for the Town Holiday Party on Sunday, December 6, 3:30-5PM was submitted for approval. The Fire, Police, Road and Health departments have approved the application.

**Motion by Selectman Dwyer to approve the Large Assembly Permit for the Town Holiday Party on Sunday, December 6, 3:30-5PM. Seconded by Selectman Jordan. Motion carried 5-0.**

## **7:15 APPOINTMENT**

Assessor Scott Marsh from MRI explained the 2015 Equalization Municipal Assessment Data Certificate. Chairman Gauthier was not happy that the 2015 ratio of 94% is lower than last year at 99.2% after the town

spent so much money on the revaluation. Mr. Marsh explained that the sales from the last 2 years where used, values go up, sales go down, all the information depends on the market.

## **BUDGET**

### **Library**

The Library Budget was discussed with the monthly allocation having the breakdown listed.

**Motion by Chairman Gauthier to move the Profession Services to its own line in the budget and out of the monthly allocations. Seconded by Selectman Jordan. Motion carried 5-0.**

Selectman McGeough has questions regarding insurance amounts. Finance Director Lisa Fogg was excused to fix the budget with the new numbers to be voted on later in the meeting.

### **Patriotic Purposes**

Finance Director Lisa Fogg explained that the \$500 increase was due to purchasing bunting for the Town Hall and the American Legion asking for an increase to help with cost of the parade.

**Motion by Selectman Dwyer to approve Patriotic Purposes Budget and send it to the Budget Committee. Seconded by Selectman Jordan. Motion carried 5-0.**

## **COMSTAR**

**Motion by Chairman Gauthier to table the Comstar write offs. Seconded by Selectman Yergeau. Motion carried 5-0.**

## **ABATEMENT**

Abatement for Jeffrey and Desiree Luby on 16 Church Street, map and lot 029-250 in the amount of \$990.91 was submitted for approval. There was an incorrect data entry for 11 bathrooms.

**Motion by Selectman Dwyer to approve the abatement for Jeffrey and Desiree Luby on 16 Church Street, map and lot 029-250 in the amount of \$990.91. Seconded by Selectman Jordan. Motion carried 5-0.**

## **DELIBERATIVE SESSION**

Town Administrator Gregory C. Dodge explained that the Tax/Clerk Collector Erika Robinson, ETV and the Town Moderator have agreed that they would like to have the Town Deliberative Session here at the town hall. Mr. Dodge asked the Board of Selectmen if they agreed.

**Motion by Selectman Jordan to have the Town Deliberative Session here at the town hall. Seconded by Selectman Dwyer. Motion carried 5-0.** Town Administrator Gregory C. Dodge will check with the school and we will accommodate them if they would like to have the School Deliberative Session here also. Selectmen Dwyer would like to have the podium set up with a microphone along with the front desk with a microphone.

Town Administrator Gregory C. Dodge updated the board regarding the Town Budget being reviewed on December 16<sup>th</sup> by the Budget Committee. Mr. Dodge requested that the Board of Selectman be present. He will be attending also. The public hearing will be January 13<sup>th</sup>, 2016; the town budget will be reviewed first then the schools budget. If there is a need, the next evening will be open to continue the meetings.

## **IMPACT FEE**

Town Planner Brittany Howard supplied an informational letter updating the Board of Selectmen on the new fee structure of impact fees. The update was done for the school portion only. Single family homes had a change of .62, multi-family change was +566 and the manufactured homes are -590.

## **POLICE**

**Motion by Selectman Dwyer to accept the resignation of Brendan O'Day. Seconded by Selectman Jordan. Motion carried 5-0.**

## **INTENT TO CUT**

Intent to Cut to Willard and Erica McPhee, 170 Prescott Road for land off of Kimball Drive, Map and Lot 021-029 was submitted for approval.

**Motion by Selectman McGeough to approve the Intent to Cut to Willard and Erica McPhee, 170 Prescott Road for land off of Kimball Drive, Map and Lot 021-029. Seconded by Selectman Dwyer. Motion carried 5-0.**

## **HISTORIC DISTRICT**

**Motion by Selectman McGeough to appoint James Rogier and Tom Gauthier to the Historic District Commission for three year terms. Seconded by Selectman Dwyer. Motion carried 5-0.**

## **7:30 Public Hearing**

Chairman Gauthier read the Public Hearing notice for the Home Occupation for Richard & Debra Brockelbank's application along with the list of abutters. Mr. Brockelbank explained that he bought the property on 47 Fremont Road with intentions of building a home and parking his excavation equipment and trucks on the property. He will also be repairing his equipment and stock pile sand, stone, gravel and loam at this site. His business is called Richard Brockelbank and Son Inc. out of Ipswich, MA 01938. Chairman Gauthier opened the Public Hearing. Selectman Dwyer spoke as the Planning Board Representative and wondered if this needs a site review as they are not living at the property and should come under the Planning Board Rules and Regulations. Andrew Miller who is an abutter across the road voiced his concerns and had a letter that was enclosed in the Selectmen's packet. David Lavoie represented his mother, Theresa Lavoie, 51 Fremont Road. Mrs. Lavoie abuts the property in the front. He wanted to know if the land has been surveyed. This property is not a large piece of land for what Mr. Brockelbank wants to do with it. There is a cemetery on the property also, right in the middle of the lot with 8-10 tombstones. Selectman Jordan has walked the property and didn't find a cemetery. Victoria Miller from 40 Fremont Road stated that her driveway is directly across the street from this "commercial site". Some of her concerns were any run off from the 10 vehicles and what it might do to her property. She has a very sensitive to noise child that has autism. The 10 vehicles and when they run might cause problems with him. No one else from the public

wanted to speak; the public hearing was closed at 7:50 PM. The selectmen voiced their individual opinions then voted.

**Motion by Selectman McGeough to deny/disapprove the home occupation for Richard Brockelbank and Son Inc. Seconded by Selectman Jordan. Motion carried 5-0.**

## **FIRE**

Fire Chief Donald DeAngelis requested permission to change his budget to reflect his Administrative Assistants hours from 32 hours to full time at 40 hours. As she doesn't need the health insurance the money is in the budget for this position. Chairman Gauthier did not agree as this money will need to be in the budget for the next person in this position.

**Motion by Selectman Jordan to bring this position to full-time at 40 hours. Seconded by Selectman Dwyer. Motion carried 4-1. Chairman Gauthier voted nay.**

Request to hire Brian Searles as a Firefighter/EMT per diem at \$13.00 an hour was submitted for approval.

**Motion by Selectman Jordan to hire Brian Searles as a Firefighter/EMT per diem at \$13.00 pending a background check. Seconded by Selectman Yergeau. Motion carried 5-0.**

Fire Chief Donald DeAngelis explained what happened at the Fire Department today regarding the Fire Truck and the garage door. The insurance company has been advised along with the factory technician; it may be a software problem. A new policy will be developed about being in the truck while it is running. It was very fortunate that no one was hurt.

**Motion by Selectman McGeough to recall the vote on the full time 40 hour Administrative Assistant position. Seconded by Selectman Jordan. Motion carried 5-0.**

**Motion by Selectman Jordan to bring this position to full-time at 40 hours. Seconded by Selectman Dwyer. Motion carried 3-2. Chairman Gauthier and Selectman McGeough voted nay.**

## **LIBRARY**

The Library Budget was adjusted and the new benefit numbers were entered.

**Motion by Selectman Dwyer to accept the Library Budget of \$174,090 and send it to the Budget Committee. Seconded by Selectman Jordan. Motion carried 5-0.**

## **TOWN BUDGET**

**Motion by Selectman Jordan to accept the town budget totaling \$6,102,895 and send it to the Budget Committee. Seconded by Selectman Dwyer.** Selectman Dwyer announced that this budget reflects a 5.52 increase. The Police Department has the highest increase followed by the Highway Department then the Transfer Station. Chairman Gauthier will not support the budget as he thinks the Police Officer position should be a warrant article. They have been without a full time department for a year and the department has been fine. Last year the report on the loader was that if they fixed it, the loader will last 5 years now the Transfer Station wants a new one. Selectman McGeough would like the hiring of personnel consistent. The

Police Department is the only department that has to have a warrant article to add a position. Selectman Dwyer explained that the Police Department is asking for a supervisor for the detectives. There is a Highway Truck Fund and a Highway Fund that will be working after the town plays catch up. **Motion carried 3-2. Chairman Gauthier and Selectman Yergeau voted nay. Motion carried 3-2.**

## **WARRANT ARTICLES**

Town Administrator presented the schedule of warrant articles that need to be decided by the board to fund. The list will be reviewed and discussed at the December 7<sup>th</sup> meeting. December 16<sup>th</sup> is the presentation to the Budget Committee.

## **CORRESPONDENCE & REPORTS**

### **ADMINISTRATOR'S REPORT**

Town Administrator Gregory C. Dodge presented a Raffle Permit from St. Joseph Church for a Christmas Auction of December 5<sup>th</sup> as a fund raiser.

**Motion by Selectman Dwyer to approve the Raffle Permit from St. Joseph Church for a Christmas Auction of December 5, 2015. Seconded by Selectman McGeough. Motion carried 5-0.**

## **INDIVIDUAL SELECTMEN'S REPORTS**

### **Selectman McGeough**

Selectman McGeough wished everyone a Happy Thanksgiving

### **Selectman Yergeau**

Selectman Yergeau wished everyone a Happy Thanksgiving.

### **Selectman Jordan**

Selectman Jordan wished everyone a Happy Thanksgiving.

### **Selectman Dwyer**

Selectman Dwyer wished everyone a Happy Thanksgiving.

### **Selectman Gauthier**

Selectman Gauthier wished everyone a Happy Thanksgiving.

## **PUBLIC COMMENTS**

Mr. Manter wished the Board of Selectman a Happy Thanksgiving and told them they are doing good job.

**ADJOURN**

**Chairman Jordan made a motion to adjourn the meeting. Seconded by Selectman Dwyer. Motion carried 5-0.**

Meeting was adjourned at 8:20 PM.

**Respectfully submitted,**

**Joyce Blanchard  
Executive Secretary**

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**Tom Gauthier, Selectman**

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**James P. McGeough, Selectman**

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**Mike Yergeau, Selectman**

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**Tom Dwyer, Selectman**

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**Bob Jordan, Selectman**

**Date \_\_\_\_\_**