

**BOARD OF SELECTMEN MEETING MINUTES
TOWN OF EPPING, NEW HAMPSHIRE
August 3, 2015**



ATTENDANCE

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

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)(b)(c)(d)(e) Personnel; reputation (e) legal

Motion by Selectman Gauthier to enter to Non-Public Session. Seconded by Selectman Jordan. Motion carried 4-0. Roll call vote was taken and carried unanimously.

Motion by Selectman Jordan to exit the Non-Public Session. Seconded by Selectman McGeough. Motion carried 4-0.

Selectmen Bob Jordan left the meeting after the non-public session.

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 July 20, 2015 as were submitted for approval.

Motion by Selectman McGeough to accept the minutes of July 20, 2015. Seconded by Selectman Yergeau. Motion carried 3-0.

SIGNING OF PAYROLL MANIFEST

Payroll manifest for pay period ending 7/30/2015 in the amount of \$100,629.19 was submitted for approval.

Motion by Selectman McGeough to approve the payroll manifest for pay period ending 7/30/2015 in the amount of \$100,629.19. Seconded by Selectman Yergeau. Motion carried 3-0.

SIGNING OF ACCOUNTS PAYABLE MANIFEST

Accounts payable manifest for week ending 7/31/2015 at \$1,151,342.50; \$750,000 for the school, \$256,177.36 for Wolcott and the Coffin Road Reconstruction and \$145,165.14 for the town was submitted for approval.

Motion by Selectman McGeough to approve the Accounts Payable Manifest for week ending 7/31/2015 at \$1,151.342.50. Seconded by Selectman Yergeau. Motion carried 3-0.

BUSINESS

POLICE

Police Chief Mike Wallace presented Sean Gallagher with a plaque for being a Police Officer in Epping for 20 years. Mr. Wallace read a brief background recognizing all the qualities that Mr. Gallaher brings to the Department. Mr. Gallagher started on the Epping Police Department as a Patrol Officer in 1995. He was advanced to Sargent and his most recent promotion was to Detective. The Town of Epping is lucky to have him and we thank him for staying in the Epping Police Department.

Police Chief Mike Wallace explained that the Epping Police Department will be assisting the NH State Police with a sobriety check on Route 125 on August 14th 9-3 PM. The check will be in the turn lane in between Dunkin Donuts and McDonalds. Epping will provide 2 police officers. All the testing will be done on site. The goal is to conduct 100 stops with 3 DWI arrest.

Mr. Wallace thanked the Board of Selectmen, the town and the community. He came here from Massachusetts for this job. Epping is his town now and he really cares about the community.

FIRE

Request to Hire Daniel Knight as a part time Fire Fighter/EMR at \$7.50 an hour and Michael Jubinville as a Per Diem Fire Fighter/Paramedic at \$17.50 an hour was submitted for approval. Mr. Knight and Mr. Jubinville are both licensed and certified. Mr. Knight needs a background check and Mr. DeAngelis will check to see if Mr. Jubinville needs a background check.

Motion by Selectman McGeough to approve the hiring of Daniel Knight as a part time Fire Fighter/EMR at \$7.50 an hour and Michael Jubinville as a Per Diem Fire Fighter/Paramedic at \$17.50 an hour. Seconded by Selectman Yergeau. Motion carried 3-0.

991 STATE FORMS

911 Liaison Henry Letourneau explained that the state forms are for the State of New Hampshire. One of the forms explains who is taking over Mr. Letourneau's job as liaison. The Fire Department would like Deputy Chief Bruce Chapman as the primary 911 contact with Lieutenant Paul Hanley as the secondary contact. There is an Acknowledgment Form, Acceptance Letter, Date Request and Release Form that needs to be approved.

Motion by Selectman McGeough to appoint Bruce Chapman as the primary 911 contact with Paul Hanley as the secondary contact. Seconded by Selectman Yergeau. Motion carried 3-0.

Motion by Selectman Yergeau to approve all the paperwork for the state regarding 911 changes. Seconded by Selectman McGeough. Motion carried 3-0.

Chairman Gauthier thanked Mr. Letourneau for all the work he has done for the town over the years.

Fire Chief Don DeAngelis reported that the Epping Fire Department continues to have good relations with the Brentwood Fire Department. Epping has 2 firefighters on duty during the day as does Brentwood. The two towns do the runs together and it's working out very well.

Chairman Gauthier announced that a 2 year employment agreement was made with the Town of Epping and Fire Chief DeAngelis.

PUBLIC WORKS – ELM STREET UPDATE

Public Works Director Dennis Koch explained that they would like to do Elm Street from Route 125 to the Pine and Pond back entrance. A top coat will be applied to Elm Street from the Pine and Pond back entrance to Main Street for \$113,000. It would cost \$185,000 to grind and tar the whole road like they did to Coffin Road. There are two other projects that they would like to get done; a culvert on Fogg Road and the triangle on Rocky Road needs to be repaired or replaced. Prescott Road needs attention also but the department would like to wait until all the big trucks are done traveling the roads. Road Supervisor David Reinhold recommends the ½ and ½ for Elm Street. Discussion continued regarding the Dreg and Fill Permit, infrastructure and the new W&S report.

Motion by Selectman McGeough to table the Elm Street project so the Selectmen can read the new W&S report. Seconded by Selectman Yergeau. Motion carried 3-0.

Chairman Gauthier told Road Supervisor David Reinhold that Coffin Road came out great, good job.

Public Works Director Dennis Koch reported that the long term pump test is completed. The information is at the state and being compiled into a report. DES won't let any pipes be laid until the reports are complete. The water band is still in effect. The Lamprey River Water Shed has asked everyone near the river to conserve water.

Chairman Gauthier thanks Mr. Reinhold for taking care of the cardboard bins.

Mr. Koch stated that the sidewalk plow is in with the side mower. The department is very happy with the machine but they are still working out the bugs. The machine came with a plow and sander.

7:30 JERRY LANGDON - Perambulation

Mr. Langdon explained an ongoing problem with the Fremont marker on San Antonia Drive. He has contacted Berry Surveying & Engineering who Mr. Langdon knows and trusts. The cost to have the placement of a new marker surveyed is \$3,000 which Mr. Langdon suggests we split with Fremont. A new granite monument is needed also. Chairman Gauthier discussed the finances of this project.

Motion by Selectman Yergeau to approve this project pending Fremont's acceptance on paying \$1,500, half of the bill to Berry Surveying & Engineering. Seconded by Selectman McGeough. Motion carried 3-0.

Mr. Langdon also remarked a line marker on the side of the road is needed to determine the Fremont/Epping line. That monument will cost \$300-\$400. Chairman Gauthier suggested coming back in with more information regarding the road marker.

Mr. Langdon updated the Selectmen with the Prospect Cemetery. The town attorney is working on the deeds. The courts take a long time to review the process with the legal transfer to the association. The Cemetery Association is maintaining the cemetery. If anyone has any questions please refer them to him. The Rules and Regulations have been approved. They will be posted on the Town Hall web site and bulletin board. Changes will be made in the future regard the rules of the cemetery but nothing aggressively.

RECREATION

Request to Hire Sarah Thibodeau as Part time Lead Staff at \$10.00 an hour was submitted for approval. She worked at the school last year so her back ground check is up to date.

Motion by Selectman McGeough to hire Sarah Thibodeau as Part time Lead Staff at \$10.00 an hour starting August 31st. Seconded by Selectman Yergeau. Motion carried 3-0.

3 – INTENT TO CUTS

3 Intent to cuts were submitted for approval; Jerry Thayer on Dimond Hill Road, Map and Lots 011-15+16, Dustin Ramey on Rollins Road, Map and Lot 03-029 and Patterson Real Estate Development on Shirkin Road, Map and Lot 035-026.

Motion by Selectman McGeough to approve the 3 Intent to cuts for Jerry Thayer on Dimond Hill Road, Map and Lots 011-15+16, Dustin Ramey on Rollins Road, Map and Lot 03-029 and Patterson Real Estate Development on Shirkin Road, Map and Lot 035-026. Seconded by Selectman Yergeau. Motion carried 3-0.

ETV DISCUSSION

Town Administrator Gregory C. Dodge reported that there is a need for part-time operators and Joe Denoncour has posted those positions. Mr. Dodge stated that the school position for ETV Coordinator has been approved and we need to devise a procedure to hire. Mr. Dodge asked permission to post the position opening for a "Public Access and Education Channel Production Coordinator".

Motion by Selectman McGeough to approve the posting for the position opening of a "Public Access and Education Channel Production Coordinator". Seconded by Selectman Yergeau. Mr. McGeough recounted that this position has been approved in the budget and is a long overdue position that needs to be filled. Chairman Gauthier is concerned about payment to the position coming from both the school and town budget and how that will be done. Town Administrator Gregory C. Dodge and Finance Director Lisa

Fogg have been working with the auditor to work this out. The school portion will refund the town's ETV revolving fund. A vote was taken, **Motion carried 3-0.**

CORRESPONDENCE & REPORTS

TOWN ADMINISTRATOR REPORT

TOWN ADMINISTRATOR

Town Administrator Gregory C. Dodge announced that Aroma Joe's have changed the grand opening date to Friday August 14. This will be an all-day event but they are willing to save the Ribbon Cutting for the Selectmen. The time will be adjusted to the Selectmen's schedule.

Town Administrator Gregory C. Dodge requested approval on the letter from Vision regarding the valuation updates. Mr. Dodge wanted the letter to be sent out last Friday but Vision wanted the Boards approval. The dates for appointments will be a tight schedule.

Motion by Selectman McGeough to approve the Vision letter regarding valuation updates. Seconded by Selectman Yergeau. Motion carried 3-0.

Town Administrator Gregory C. Dodge presented a purchase order for Dennis Gagnon Constructing & Remodeling in the amount of \$17,875 for approval. This project will expand the Selectmen's Office and will build a bigger office for PW along with W&S. All the carpeting, electrical, sprinkler system and labor is inclusive.

Motion by Selectman McGeough to approve the purchase order for Dennis Gagnon Constructing & Remodeling in the amount of \$17,875. Seconded by Selectman Yergeau. Motion carried 3-0.

Town Administrator Gregory C. Dodge presented a purchase order for Monarch Electric in the amount of \$4,733 for approval. This is for the exterior ramp lighting and a few lights in the town hall.

Motion by Selectman McGeough to approve the purchase order for Monarch Electric in the amount of \$4,733. Seconded by Selectman Yergeau. Motion carried 3-0.

Town Administrator Gregory C. Dodge described the cement flower pots that Eunice Miller from the Garden Club would like to put on the Main Street Bridge on all 4 corners. Ms. Miller is looking for the approval of the Selectmen so she can find a heavy pot to use for seasonal plantings. Chairman Gauthier is concerned about vandalism and that it is a waste of money. Selectman McGeough discussed the liability. The Selectmen agree that the concept is great. If Ms. Miller can find a way to do have the flower pots be secured.

Town Administrator Gregory C. Dodge explained that the Star Speedway would like add to their schedule a non-racing event on August 23rd and hold a flea market. They have had this before; there is no noise and is a one-time event.

Motion by Selectman Yergeau to allow Star Speedway to add to their schedule this non-racing event on August 23rd and hold flea market. Seconded by Selectman McGeough. Motion carried 3-0.

INDIVIDUAL SELECTMEN'S REPORTS

Selectman McGeough

Selectman McGeough announced that the granite posts are going to be put in the DAR Park this week.

Selectman Yergeau

Selectmen Yergeau wanted to make sure Mrs. Lapierre had been in touch with the office regarding adding to a post in the DAR Park at her expense.

Selectman Jordan

Excused

Selectman Dwyer

Excused

Selectman Gauthier

Selectman Gauthier noticed the front stairs are done already. They look nice.

Selectman Gauthier noted that an Epping parent sent in a card referring to Recreation Director Nicole Bizzaro. This parent said many nice things and that she doing a wonderful job. Selectman Gauthier thanked her again, Nicole and good job.

Selectmen Gauthier was wondering why there are traffic counters on Main and Mill Street. Mr. Dodge will look into the traffic counters.

ADJOURN

Chairman Yergeau made a motion to adjourn the meeting. Seconded by Selectman McGeough. Motion carried 3-0.

Meeting was adjourned at 8:18 PM.

Respectfully submitted,

**Joyce Blanchard
Executive Secretary**

Thomas Gauthier, Chairman

Mike Yergeau, Selectman

James P. McGeough, Selectman

Bob Jordan, Selectman

Tom Dwyer

Date _____