

**BOARD OF SELECTMEN MEETING MINUTES
TOWN OF EPPING, NEW HAMPSHIRE**

June 8, 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 6:45 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 5-0. Roll call vote was taken and carried unanimously.

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

MINUTES

Minutes from May 26 and June 1, 2015 as were submitted for approval.

Motion by Selectman McGeough to accept the minutes of May 26 and June 1, 2015. Seconded by Selectman Jordan. Motion carried 4-0-1 for May 26th as Selectman Dwyer abstained. Motion carried for June 1st 5-0-0.

Town Administrator explained that the Feb 18, 2014 and Dec 8, 2014 non-public minutes should be voted to be unsealed. Everything that was discussed that night has been made public.

Motion by Selectman McGeough to unseal the non-public minutes of Feb 18, 2014 and Dec 8, 2014. Seconded by Selectman Jordan.

SIGNING OF PAYROLL MANIFEST

Payroll manifest for pay period ending 6/4/2015 in the amount of \$97,544.39 was submitted for approval.

Motion by Selectman Dwyer to approve the payroll manifest for pay period ending 6/4/2015 in the amount of \$97,544.39. Seconded by Selectman McGeough. Motion carried 5-0.

SIGNING OF ACCOUNTS PAYABLE MANIFEST

Accounts payable manifest for week ending 6/5/2015 at \$472,491.21; \$305,441.00 for the school and \$167,050.21 for the town was submitted for approval.

Motion by Selectman Dwyer to approve the Accounts Payable Manifest for week ending 6/5/2015 at \$472,491.21. Seconded by Selectman Jordan. Motion carried 5-0.

Selectman Jordan introduced the Davis Family and explained how their son Grayson realized that a brush fire had gotten bigger than it should have been by the amount of smoke at the neighbor's house. Grayson's Dad ran to help the neighbor and Grayson ran to the house to make sure everyone got out of the house without getting hurt and that they had called 911. Fire Chief DeAngelis presented Grayson with a Fire Department baseball hat. Chief DeAngelis also offered Grayson a ride to school on the fire truck with 2 friends the next day. Both Selectman Jordan and Chief DeAngelis praised and thanked Grayson for a job well done.

BUSINESS

RENTAL OF TOWN FACILITIES

Rental of town facilities to Hogarth Country Day School, 41 Water Street, on June 10th 6:30 – 7:30 was submitted for approval. Ms. Murphy, the owner passed out a schedule of songs that will be the entertainment. She explained that the furniture won't need to be moved, just the chairs.

Motion by Selectmen Dwyer to approve the rental of town facilities to Hogarth Country Day School, 41 Water Street, on June 10th 6:30 – 7:30. Seconded by Selectman Jordan. Motion carried 5-0.

Rental of town facilities to the Hamilton Heights Homeowners Association on July 18, 2015 from 10AM – noon was submitted for approval.

Motion by Selectmen Dwyer to approve the Rental of town facilities to Hamilton Heights Homeowners Association on July 18, 2015 from 10AM – noon. Seconded by Selectman Jordan. Motion carried 5-0.

POLICE

Purchase orders #1304 and #1305 to Irwin Motors for 2 2016 Ford Interceptor utility vehicles in the amount of \$26,659.00 each, #1346 and #1347 to Adamson Industries Corp. for equipment and the installation for the 2 cruisers in the amount of \$13,951.630 each, #1349 and #1350 to Haywood Associates for the tough pad mounting brackets for the 2 cruisers in the amount of \$5,005.50 each and #1348 to 2-Way Communications Services for 1 Motorola Radio in the amount of \$3,131.50 was submitted for approval. Discussion regarding 4 wheel versus 2 wheel vehicles safety and expense continued along with which budget the monies would be taken from.

Motion by Selectman Dwyer to approve all 7 purchase orders #1304 and #1305 to Irwin Motors for 2 2016 Ford Interceptor utility vehicles in the amount of \$26,659.00 each, #1346 and #1347 to Adamson

Industries Corp. for equipment and the installation for the 2 cruisers in the amount of \$13,951.630 each, #1349 and #1350 to Haywood Associates for the tough pad mounting brackets for the 2 cruisers in the amount of \$5,005.50 each and #1348 to 2-Way Communications Services for 1 Motorola Radio in the amount of \$3,131.50. Seconded by Selectman Jordon. Motion carried 5-0.

FIRE

Fire Chief DeAngelis introduced the 2 new full time employees, Amy Rodier from Nashua and Hollis and Tim Labonte from Brentwood.

Purchase orders #1342 to MHQ for 1 2016 Ford Interceptor SUV that will replace car 1 in the amount of \$31,072 and #1343 to Fist Choice Vehicle Specialty for a Command Cabinet in the amount of \$2,254. The vehicle will be used to go to trainings in Concord, Fire Prevention and Fire Inspections. The price is different from the Police vehicles due to department specifics.

Motion by Selectman Jordon to approve the purchase orders #1342 to MHQ for 1 2016 Ford Interceptor SUV that will replace car 1 in the amount of \$31,072 and #1343 to Fist Choice Vehicle Specialty for a Command Cabinet in the amount of \$2,254. Seconded by Selectman Dwyer. Motion carried 5-0.

Purchase order #1345 to Bergeron Protective Equipment for 2 sets of fire gear in the amount of \$2,923.54 was submitted for approval.

Motion by Selectman Jordon to approve the purchase order #1345 to Bergeron Protective Equipment for 2 sets of fire gear in the amount of \$2,923.54. Seconded by Selectman Yergeau. Motion carried 5-0.

7:30 PUBLIC HEARING – HOME OCCUPANCY FOR CHRIS LEONE

Chairman Gauthier read the Public Hearing Notice and the abutters list. Rick St. Jean introduced himself along with a hand written letter representing Richard Mallouf. Mr. Leone explained that he would like to get his Federal Fire Arms License. To get the license he needs Mr. Leone has to have a place of business. He will clean and repair small arms in a small portion of his basement. There will not be any testing of fire arms. There was additional conversation regarding a statement Mr. Leone wrote on this application; see the video for the full report.

Chairman Gauthier opened the Public Hearing. Mr. St. Jean wanted clarification regarding the hours of operation. Mr. St. Jean replied, “if it’s an allowed use, then it’s an allowed use”. Police Chief Wallace reported he didn’t believe he had any jurisdiction in making a decision, only if it was an egregious safety concern. As there were no other people in the audience, the Public Hearing was closed. Discussion continued covering insurance, safety and security, ammunition and being in a residential area.

Motion by Selectman McGeough to deny the Home Occupation Permit for Leones’ Firearm Cleaning and Repair shop. Seconded by Selectman Gauthier. Motion carried to deny 3-2. Selectman Jordan and Dwyer voted to approve.

7:45 PUBLIC HEARING – HOME OCCUPANCY FOR TACHERYN MORRISON

This Public Hearing continued from the May 26th meeting. Tacheryn Morrison is applying for a Home Occupancy Permit for a home day care center called Great Expectations. The home owner's association needed to be contacted to make sure the day care didn't break any of their rules. An officer of the association board contacted Town Administrator Gregory C. Dodge reporting that the association voted in favor of the day care. Mrs. Morrison announced the hours will be 8:30-2:30, Pre-K, no more than 6 children and there will not be a sign out front. Outdoor play will be in a fenced in area from 11-11:30. The day care will be opened September to June. After Mrs. Morrison is approved with the Board of Selectmen she will apply to the State of NH and have a health inspection.

Motion by Selectman McGeough to approve the Home Occupancy for Tacheryn Morrison and the Great Expectations day care. Seconded by Selectman Yergeau. Motion carried 5-0.

8:00 PUBLIC HEARING – COMCAST – UNANTICIPATED REVENUE

Town Administrator Gregory C. Dodge explained that when the Comcast Contract was being renegotiated it was found that services that should have been provided in the past hadn't been. To forgive that portion of the contract, Comcast is paying the town \$10,000 as a settlement.

Chairman Gauthier opened the Public Hearing. As there were no other people in the audience, the Public Hearing was closed.

Motion by Selectman Jordan to accept the \$10,000 from Comcast as unanticipated revenue. Seconded by Selectman McGeough. Motion carried 5-0.

FINANCE

The auditors have completed the MS-5. The MS-535 is the annual State of New Hampshire Financial Report for the Town of Epping for the Year ended December 31, 2014.

Motion by Selectman Dwyer to approve the MS-535; the annual State of New Hampshire Financial Report for the Town of Epping for the Year ended December 31, 2014. Seconded by Selectman Jordan. Motion carried 5-0.

AUTHORIZATION OF CO-COUNSEL

Authorization for Attorney Justin Richardson of Upton & Hatfield, LLP Attorneys at Law to represent the Town of Epping as Co-Counsel in the Exeter Med Real, Inc. v. Town of Epping matter with Attorney Scott LaPointe was submitted for approval. Selectman Gauthier is concerned about limiting the hours. Town Administrator Gregory C. Dodge assured him that he will monitor the hours.

Motion by Selectman Dwyer to approve the authorization for Attorney Justin Richardson of Upton & Hatfield, LLP Attorneys at Law to represent the Town of Epping as Co-Counsel in the Exeter Med Real, Inc. v. Town of Epping. Seconded by Selectman Jordan. Motion carried 5-0.

JUNKYARD LICENSE

Application for renewal of a Junkyard License for Tim & Joni's Towing and Auto Recycling at 97 Jenness Road was submitted for approval. Code Enforcer Brittany Howard inspected the site and submitted a positive report.

Motion by Selectman Yergeau to approve the application for renewal of a Junkyard License for Tim & Joni's Towing and Auto Recycling at 97 Jenness Road. Seconded by Selectman Jordan. Motion carried 5-0.

VEHICLE BIDS

Four town vehicles went out to bid, Town Administrator Gregory C. Dodge created a spread sheet with the information. A 1999 with 109,490 mileage Jeep Cherokee from the Building Department, a 2004 Ford Crown Victoria with 149,946 mileage and a 1997 with 181,300 mileage Jeep Cherokee from the Police Department and a 2003 Ford Crown Victoria with 142,686 mileage from the Fire Department. There were 2 bidders and they each won 2 vehicles a piece.

Motion by Selectman Dwyer to approve the \$700 bid to Dr. Stannie Waddell for the 1999 Jeep Cherokee. Seconded by Selectman Jordan. Motion carried 5-0.

Motion by Selectman Dwyer to approve the \$225 bid to 495 Truck and Auto Repair for the 2004 Ford Crown Victoria. Seconded by Selectman Yergeau. Motion carried 4-0-1. Selectman Jordan abstained as he works with 495 Truck and Auto Repair.

Motion by Selectman Dwyer to approve the \$500 bid to Dr. Stannie Waddell for the 1997 Jeep Cherokee. Seconded by Selectman Yergeau. Motion carried 5-0.

Motion by Selectman Dwyer to approve the \$225 bid to 495 Truck and Auto Repair for the 2003 Ford Crown Victoria. Seconded by Selectman Yergeau. Motion carried 4-0-1. Selectman Jordan abstained as he works with 495 Truck and Auto Repair.

INTENT TO CUT

Notice of Intent to Cut to Isabel Parke on Blake Road, Map and Lot 013-019 was submitted for approval.

Motion by Selectman Dwyer to approve the Notice of Intent to Cut to Isabel Parke on Blake Road, Map and Lot 013-019. Seconded by Selectman McGeough. Motion carried 5-0.

APPOINTMENT

Appointment for Kevin Martin to the Forestry Committee for a 3 year Term was submitted for approval.

Motion by Selectman Dwyer to approve the appointment for Kevin Martin to the Forestry Committee for a 3 year Term. Seconded by Selectman Jordan. Motion carried 5-0.

ABATEMENTS

Three abatements were submitted for approval. Wal-Mart Real Estate Business Trust on 35 Fresh River Road, Map and Lot 029-283 was recommended an abatement of \$13,797.30 with the assessment lowered to \$14,331,800. Brian Pickering on 32 Mast Road, Map and Lot 031-006 was recommended an abatement of \$1,067.15 with the assessment lowered to 251,200. Daniel Clement Trustee on 21 Witham Road, Map and Lot 034-039 was recommended an abatement of \$991.45 with the assessment lowered to \$150,100.

Motion by Selectman Dwyer to approve the abatements on Wal-Mart Real Estate Business Trust on 35 Fresh River Road, Map and Lot 029-283 was recommended an abatement of \$13,797.30 with the assessment lowered to \$14,331,800. Brian Pickering on 32 Mast Road, Map and Lot 031-006 was recommended an abatement of \$1,067.15 with the assessment lowered to 251,200. Daniel Clement Trustee on 21 Witham Road, Map and Lot 034-039 was recommended an abatement of \$991.45 with the assessment lowered to \$150,100. Seconded by Selectman Jordan. Motion carried 5-0.

Selectman Dwyer wanted to make sure the use of 2 lanes in the parking lot for gardening supplies was not part of this assessment. Chairman Gauthier reported that would be a Planning Board issue.

Motion by Selectman Dwyer to have Planner Brittany Howard made aware of the outdoor sales and review the site plan. Seconded by Selectman Jordan. Motion carried 5-0.

RECREATION HIRES

A list of Re-Hires for summer 2015 were read and submitted for approval. All have current criminal background checks and evaluations with satisfactory marks. See attached list.

Motion by Selectman Dwyer to approve the list of Re-Hires for summer 2015. Seconded by Selectman McGeough. Motion carried 5-0.

CORRESPONDENCE & REPORTS

TOWN ADMINISTRATOR REPORT

TOWN ADMINISTRATOR

Town Administrator Gregory C. Dodge gave an update on Watson Academy. The check from the State of NH has been received in the amount of \$20,000 as part of the LCHIP grant. Mr. Goodspeed has been in touch with the Recreation Director Nicole Bizzaro. The students have been chosen that will be working on this project. Their insurance forms and liability waivers are being completed. Mr. Dodge is waiting for a plan to have Mr. Goodspeed report to the Board.

Town Administrator Gregory C. Dodge announced a meeting that is being held at the Rockingham County Nursing Home on July 16th at 6PM that the Board of Selectmen is invited to attend. The topic for discussion is dispatch services, central bidding/procurement (electricity suppliers/rates), county services offered and county services recommended. Mr. Dodge will be attending along with any of the board members.

Town Administrator Gregory C. Dodge asked the Board of Selectmen to approve the New Hires for the Recreation Department.

Motion by Selectman Jordan to approve the hiring of Jarika Olberg as Lead Staff Summer Camp, Music Program Coordinator at \$11.00 an hour, Whitman Constantineau and Gabrielle Raymond as Regular Staff Summer Camp both at \$9.00 an hour. Seconded by Selectman Dwyer. Motion carried 5-0.

INDIVIDUAL SELECTMEN'S REPORTS

Selectman Dwyer

Selectman Dwyer reported that a committee of Selectmen and School Representatives and town citizens are moving forward with ideas for a Recreation/Elementary/Shelter proposal. The Elementary Principal along with the Recreation Director is working with the committee regarding the planning.

Selectman Jordan

Selectman Jordan welcomed back the NHRA this upcoming weekend at New England Dragway. Police Chief Mike Wallace stated that the races only run Friday, Saturday and Sunday this year. There will not be any parking on Route 27 but people will be walking so drivers should be careful. The Exeter High School will be the secondary parking area with shuttle service. If there is parking at private properties there will not be a shuttle. Star Raceway is running as well but they will be ending at a different time. Mr. Jordan explained that Brentwood Fire will be involved and the Epping Police Chief will be in the command center. There was a question about the Beer Tent approval; previous minutes will be reviewed.

Selectman Yergeau

Selectman Yergeau gave a special thank you to those who helped with the DAR lot brick walkway project. Those names will be attached to these minutes.

Selectman McGeough

Selectman McGeough thanked the volunteers who helped clean up the DAR Park and the town personnel who have helped clean up the park. The large tree has been replaced and it is looking good. There is more to do with a new walkway and the posts going in.

Selectman Gauthier

Selectman Gauthier noticed the container with the cardboard was full last week. Mr. Dodge reported that there was some confusion with pulling a container last week. Selectman Yergeau knew there has been a problem with the vendor also.

PUBLIC COMMENTS

No comments.

NON-PUBLIC SESSION R.S.A. 91-A:3 II (e) legal/litigation.

Motion by Chairman Gauthier to enter into Non-Public Session in accordance with R.S.A. 91-A:3 II (e) legal with the intent to adjourn immediately thereafter. Seconded by Selectman Jordan. Motion carried 5-0. Roll call vote was taken and carried unanimously.

Motion to exit Non-Public Session by Chairman Gauthier. Seconded by Selectman McGeough. Motion carried 5-0.

Motion to seal the non-public minutes (legal) of June 8, 2015 was made by Selectman Jordan. Seconded by Selectman Dwyer. Motion carried 5-0.

ADJOURN

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

Meeting was adjourned at 9:04 PM.

Respectfully submitted,

**Joyce Blanchard
Executive Secretary**

Thomas Gauthier, Chairman

Mike Yergeau, Selectman

James P. McGeough, Selectman

Bob Jordan

Tom Dwyer

Date _____