

**BOARD OF SELECTMEN MEETING MINUTES
TOWN OF EPPING, NEW HAMPSHIRE
March 30, 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)(b)(c)(d)(e) Personnel; reputation (e) legal

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

Motion by Selectman Dwyer to exit the Non-Public Session. Seconded by Selectman Jordan. 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 – March 30, 2015

Motion by Selectman Yergeau to accept the Non-Public Minutes of March 30, 2015. Seconded by Selectman McGeough. Motion carried 3-0.

MINUTES

Minutes from March 16, 2015 as were submitted for approval.

Motion by Selectman Yergeau to accept the minutes of March 16, 2015. Seconded by Selectman McGeough. Motion carried 3-0. Selectmen Dwyer and Jordan abstained.

SIGNING OF PAYROLL MANIFEST

Payroll manifest for pay period ending 3/26/2015 in the amount of \$89,732.12 was submitted for approval.

Motion by Selectman Dwyer to approve the payroll manifest for pay period ending 3/26/2015 in the amount of \$89,732.12. Seconded by Selectman Jordan. Motion carried 5-0.

SIGNING OF ACCOUNTS PAYABLE MANIFEST

Accounts payable manifest for week ending 3/27/2015 at \$975,663.42; \$750,000.00 for the school, \$52,288.54 Fire Truck Lease and \$173,374.88 for the town was submitted for approval.

Motion by Selectman Dwyer to approve the Accounts Payable Manifest for week ending 3/27/2015 at \$975,663.42. Seconded by Selectman Jordan. Motion carried 5-0.

BUSINESS

SELECTMEN ASSIGNMENTS

Chairperson:

Motion by Selectman McGeough to nominate Selectman Gauthier as Chairman. Seconded by Selectman Dwyer. Motion carried 5-0.

Vice Chairperson

Motion by Selectman McGeough to nominate Selectman Jordan as Vice-Chairman. Seconded by Selectman Dwyer. Motion carried 5-0.

Exeter Area Chamber of Commerce

Motion by Selectman Dwyer to nominate Town Administrator Gregory C. Dodge to the Exeter Area Chamber of Commerce. Seconded by Selectman Jordan. Motion carried 5-0.

Lamprey Regional Cooperative

Motion by Selectman Dwyer to nominate Public Works Director Dennis Koch to the Lamprey Regional Cooperative. Seconded by Selectman Jordan. Motion carried 5-0.

Alternate Lamprey Regional Cooperative

Motion by Selectman Jordan to nominate Selectman Dwyer as alternate to the Lamprey Regional Cooperative. Seconded by Selectman McGeough. Motion carried 5-0.

Conservation Commission

Motion by Selectman Jordan to nominate Selectman Yergeau as representative to the Conservation Commission. Seconded by Selectman Dwyer. Motion carried 5-0.

Planning Board

Motion by Selectman Jordan to nominate Selectman Dwyer as representative to the Planning Board. Seconded by Selectman Yergeau. Motion carried 5-0.

Alternate Planning Board

Motion by Selectman Jordan to nominate Selectman Yergeau as alternate representative to the Planning Board. Seconded by Selectman Dwyer. Motion carried 5-0.

Budget Committee

Motion by Selectman Jordan to nominate Selectman McGeough as representative to the Budget Committee. Seconded by Selectman Gauthier. Motion carried 5-0.

Alternate Budget Committee

Motion by Selectman McGeough to nominate Selectman Dwyer as alternate representative to the Budget Committee. Seconded by Selectman Jordan. Motion carried 5-0.

Recreation Commission

Motion by Selectman Jordan to nominate Selectman Yergeau as representative to the Recreation Commission. Seconded by Selectman Dwyer. Motion carried 5-0.

Historical Commission

Motion by Selectman Jordan to nominate Selectman McGeough as representative to the Historical Commission. Seconded by Selectman Dwyer. Motion carried 5-0.

Cable TV Representative

Motion by Selectman Dwyer to nominate Selectman McGeough as representative to Cable TV. Seconded by Selectman Jordan. Motion carried 5-0.

Fire

Motion by Selectman Dwyer to nominate Selectman Jordan as representative to the Fire. Seconded by Selectman Yergeau. Motion carried 5-0.

Police

Motion by Selectman Dwyer to nominate Selectman Jordan as representative to the Police. Seconded by Selectman Yergeau. Motion carried 5-0.

Water & Sewer Oversight

Motion by Selectman Jordan to nominate Selectman Gauthier as oversight to Water & Sewer. Seconded by Selectman Yergeau. Motion carried 5-0.

Stump Dump, Recycling & Transfer Station Oversight

Motion by Selectman Jordan to nominate Selectman Yergeau to the Stump Dump, Recycling & Transfer Station Oversight. Seconded by Selectman Dwyer. Motion carried 5-0.

Highway Oversight

Motion by Selectman Dwyer to nominate Selectman Yergeau as oversight to Highway Department. Seconded by Selectman Gauthier. Motion carried 5-0.

Alternate Highway Oversight

Motion by Selectman Dwyer to nominate Selectman Jordan as an alternate for oversight to the Highway Department. Seconded by Selectman Gauthier. Motion carried 5-0.

PUBLIC WORKS

Purchase Order to Viking Cives-USA for the tractor/snow blower/mower in the amount of \$131,875 was submitted for approval.

Motion by Selectman Jordan to approve the purchase order to Viking Cives-USA for the tractor/snow blower/mower in the amount of \$131,875. Seconded by Selectman Yergeau. Motion carried 5-0.

RECREATION

Appointment of Michael D. Brown to the Recreation Commission was submitted for approval.

Motion by Selectman Dwyer to Appoint Michael D. Brown to the Recreation Commission. Seconded by Selectman Jordan. Motion carried 5-0.

Recreation Director Nicole Bizzaro highlighted some of the changes to the Summer Camp Scholarship Program. Applications are due by June 1st. If the program is full there will be a waiting list. Due to limited funding, if a camper received a scholarship this year they will be on a wait list for the following year. There is an estimated \$800 in funds for scholarships. Public Assistance Officer, Phyllis McDonough will review the applications for town residents.

Motion by Selectman Dwyer to approve the Summer Camp Scholarship with the proposed changes. Seconded by Selectman Jordan. Motion carried 5-0.

Recreation Director Nicole Bizzaro reviewed the LCHIP Grant Project Checklist. There will be another 45 days to review the plans and scope of work. A list of all matching funds must be in place before work can start. Town Administrator Gregory C. Dodge discussed the \$4,000 from the insurance that has a deadline of October 22, 2015. Discussion continued including Charlie Goodspeed speaking about the 3 steel pipes that will be sunk by vibration.

Motion by Selectman Jordan to allow Recreation Director Nicole Bizzaro to continue with the LCHIP paperwork. Seconded by Selectman Dwyer. Motion carried 5-0.

FIRE

Fire Chief DeAngelis explained that Charles W L Moorenovich is retiring as of April 23th. He would like to work Part Time to help train before moving to Texas.

Motion by Selectman Gauthier to except Charles W L Moorenovich retirement decision with regrets. Seconded by Selectman Jordan. Motion carried 5-0.

Request to Hire Casluh Chamberlain for a Firefighter, AEMT with a CDL License at \$17.00 an hour was submitted for approval.

Motion by Selectman Dwyer to approve the request to hire Casluh Chamberlain for a Firefighter, AEMT with a CDL License at \$17.00 an hour. Seconded by Selectman Jordan. Motion carried 5-0.

Purchase Order to American AED for 2 Lifeline AED's in the amount of \$2,490 was submitted for approval.

Motion by Selectman Jordan to approve the purchase order to American AED for 2 Lifeline AED's in the amount of \$2,490. Seconded by Selectman Dwyer. Motion carried 5-0.

Purchase Order to Brigham Industries for fire hose in the amount of \$5,728 was submitted for approval.

Motion by Selectman Jordan to approve the purchase order to Brigham Industries for fire hose in the amount of \$5,728. Seconded by Selectman Dwyer. Motion carried 5-0.

Purchase Order to Dennis Gagnon Construction & Remodeling for a dividing wall with door in the second floor hallway in the amount of \$2,285 was submitted for approval.

Motion by Selectman Dwyer to approve the purchase order to Dennis Gagnon Construction & Remodeling for a dividing wall with door in the second floor hallway in the amount of \$2,285. Seconded by Selectman McGeough. Motion carried 5-0.

7:30 WATSON ACADEMY UPDATE

Charles Goodspeed reported on the Watson Academy repair start date. They have the "signed off" reports from the Fire Chief, Building Inspector and the State Fire Marshall. Mr. Goodspeed is ready to go forward and needs to know what the town is requesting from him regarding the students as this is going to be an academic exercise. Town Administrator Gregory C. Dodge answered that UNH needs to produce a Certificate of Insurance for the students/project. Mr. Goodspeed discussed the steps of construction for the 3 month project. As this is an academic study he was hoping to start a little early with his students.

Motion by Selectman McGeough to authorize Charles Goodspeed to start the Watson Academy study early with his UNH students upon LCHIP's approval. Seconded by Selectman Jordan. Motion carried 5-0.

Fire Chief Don DeAngelis approved of the proposal as long as the engineer plan is followed.

TAX CLERK/TOWN CLERK

Purchase Order to Interware Development for dog license software with 2 computer licenses, support services and training in the amount of \$1,895 was submitted for approval.

Motion by Selectman Dwyer to approve the purchase order to Interware Development for dog license software with 2 computer licenses, support services and training in the amount of \$1,895. Seconded by Selectman Jordan. Motion carried 5-0.

ELDERLY EXEMPTION

Elderly Exemptions for Calvin Rollins at Map and Lot 023-039-010D, Geraldine Fichera at Map and Lot 022-076, and Susan Regan Map and Lot 030-036 submitted for approval.

Motion by Selectman Yergeau to approve the Elderly Exemptions for Calvin Rollins at Map and Lot 023-039-010D, Geraldine Fichera at Map and Lot 022-076, and Susan Regan Map and Lot 030-036. Seconded by Selectman Dwyer Motion carried 5-0.

VETERAN'S CREDIT

Veteran's Credits for Leonard Meagher at 53 Morgan Drive, Map and Lot 020-015-026-006, Wilfred Arsenault at 290 Calef Highway D-21, Map and Lot 023-039-021-D, Suzanne Tetreault at 290 Calef Highway B-9, Map and Lot 023-039-009-B and Adam Munguia at 14 Hickory Hill Road, Map and Lot 027-040 was submitted for approval.

Motion by Selectman Dwyer to approve the Veteran's Credits for Leonard Meagher at 53 Morgan Drive, Map and Lot 020-015-026-006, Wilfred Arsenault at 290 Calef Highway D-21, Map and Lot 023-039-021-D, Suzanne Tetreault at 290 Calef Highway B-9, Map and Lot 023-039-009-B and Adam Munguia at 14 Hickory Hill Road, Map and Lot 027-040. Seconded by Selectman Jordan. Motion carried 5-0.

Veteran's Credit for Lynn Walker-Verloove at 54 Hedding Road, Map and Lot 017-007-001 was submitted for approval.

Motion by Selectman Dwyer to deny the Veteran's Credit for Lynn Walker-Verloove at 54 Hedding Road, Map and Lot 017-007-001. Seconded by Selectman Jordan. Motion carried 5-0.

RENTAL OF TOWN FACILITIES

Rental of Town Facilities for the Pearson Way Condo Association on May 20th to meet in the Court Room from 7 PM – 9 PM was submitted for approval.

Motion by Selectman Jordan to approve the Rental of Town Facilities for the Pearson Way Condo Association on May 20th to meet in the Court Room from 7 PM – 9 PM with payment of \$30.00. Seconded by Selectman Dwyer. Motion carried 5-0.

TIMBER TAX

Timber Tax to Southeast Land Trust for property off of Mast Road, Map and Lot 031-019/032-001 in the amount of \$1,660.54 was submitted for approval.

Motion by Selectman Dwyer to approve the Timber Tax to Southeast Land Trust for property off of Mast Road, Map and Lot 031-019/032-001 in the amount of \$1,660.54. Seconded by Selectman Jordan. Motion carried 5-0.

WAGE INCREASE/EARNED TIME

Town Administrator Gregory C. Dodge requested approval of a 3% wage increase with the exception of those discussed prior to the budget process and the Finance Officer effective April 1st.

Motion by Selectman McGeough to approve the wage increases stated on the spreadsheet. Seconded by Selectman Dwyer. Motion carried 5-0.

Chairman Gauthier explained that a portion of the negotiations with Police Union was the transition to earned time versus having vacation and sick time. Finance Director Lisa Fogg described the financial impact that earned time would have. The Police Union Contract states that 5 days a year can be carried over or a request to be paid up to 5 days was approved. There will be a \$12,000-\$15,000 impact if an employee of 10 years or more retires or leaves. If an employee leaves that doesn't have that many years the average payout would be \$5,000-6,000. The employees have never been paid for those days before. Discussion continued.

TOWN HALL PROJECT

Town Administrator Gregory C. Dodge generated a conversation regarding the next step for the Town Hall. The front doors need to be replaced and the ramp is having issues. Selectman Gauthier would like the offices downstairs moved upstairs, but agrees the ramp needs a permanent fix. Mr. Dodge explained that there isn't enough room upstairs for those offices and their filing cabinets. Selectman Dwyer agreed that the ramp and doors needs come first before the offices are moved. Selectman McGeough reported the lighting on the ramp and the building is poor.

Motion by Selectman McGeough to have the Town Administrator send out bids for the doors, the ramp patched and reconstructed along with the lighting around the building and in the ramp. Seconded by Selectman Jordan. Motion carried 5-0.

Michael Brown asked if the ramp had an ADA evaluation done. Selectman Gauthier answer yes it has. Mr. Brown asked if the Selectmen had considered removing the ramp and installing a lift. Selectman Gauthier thought it would be very expensive having to be enclosed but Town Administrator Gregory C. Dodge will look into that.

CORRESPONDENCE & REPORTS

TOWN ADMINISTRATOR REPORT

TOWN ADMINISTRATOR

Town Administrator Gregory C. Dodge presented a Dog Waste Regulation that would be effective tonight and that would be used town wide. There has been an issue downtown with owners not picking up after their dogs and Mr. Dodge is trying to address the problem. Many opinions were made and discussed. Michael Brown suggested placing waste bags in the park. Craig Rowe would like to see something set in motion.

Motion by Selectman Dwyer to approve the Dog Waste Regulation. Seconded by Selectman Jordan. Motion carried 5-0.

Town Administrator Gregory C. Dodge advised the town that the town wide revaluation has started. There will be assessing personnel driving and stopping throughout the town. If anyone has any questions or concerns, please call the Town Hall.

Town Administrator Gregory C. Dodge asked Glen Frederick from Channel 22 to speak on the purchase order to Access A/V in the amount of \$2,498 that was submitted for approval. Mr. Frederick explained that this amount was for changes and extra items that were needed to complete the new installation during the move. The additional cost was discussed during the first purchase order. Selectman McGeough would have liked to have seen the purchase order earlier than at the meeting.

Motion by Selectman Dwyer to approve the purchase order to Access A/V in the amount of \$2,498. Seconded by Selectman McGeough. Motion carried 5-0.

Selectman Dwyer asked if there was a completed list of the surplus equipment. Mr. Frederick is working on the list and should be finished in the next month.

Town Administrator Gregory C. Dodge asked Selectmen Dwyer and Jordan to stop in his office tonight before they leave to sign a form.

INDIVIDUAL SELECTMEN'S REPORTS

Selectman McGeough

Selectman McGeough wished everyone a safe night.

Selectman Yergeau

No Report

Selectman Jordan

Selectman Jordan has asked the Transfer Station to be firmer when checking dump stickers. Selectman Jordan asked everyone at home to get dump stickers for their vehicles. "Out of Towner's" are trying to use the Transfer Station and they need to be stopped.

Selectman Dwyer

Selectman Dwyer asked about the security system and when that will be installed. Town Administrator Gregory C. Dodge reported that the installation will be next week. Selectman Dwyer would like Town Administrator Gregory C. Dodge to inquire what the cost would be to access the feed at the Police Station.

Selectman Gauthier

Selectman Gauthier congratulated the Epping Boys HS Basketball Team for making the finals. The team lost 5 starters last year and they still made it to the finals. Good Job.

COMMENTS BY VISTIORS

Michael Brown passed on a message from a resident that talked to him at the polls. The resident would like to hear the Fire Trucks blow their horns in the Memorial Day Parade. Town Administrator Gregory C. Dodge explained that horns are not used during the parade as this is a solemn parade out of respect for our Veterans.

Motion by Selectman Jordan to adjourn. Seconded by Selectman McGeough. Motion carried 5-0.

Meeting was adjourned at 8:45 PM.

Respectfully submitted,

**Joyce Blanchard
Executive Secretary**

Thomas Gauthier, Chairman

Mike Yergeau, Selectman

James P. McGeough, Selectman

Tom Dwyer

Bob Jordan

Date _____