

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

August 1, 2016



ATTENDANCE

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

CALL TO ORDER

Chairman Gauthier called the public meeting to order at 6:35 PM at the Epping Town Hall.

APPOINTMENT TO BOARD OF SELECTMEN

Due to the passing of Selectmen James P. McGeough the Board accepted "Letters of Interest" for those wishing to serve on the Board until March 2017. The filing period was July 18-22, 2016, one letter was received from Susan McGeough.

Chairman Gauthier made a motion to appoint Susan McGeough to the Board of Selectmen. Seconded by Selectman Jordan. Motion carried 3-0.

At this time Town Administrator Gregory C. Dodge brought Mrs. McGeough to the Town Clerk's office where Erika Robinson administered the oath of office.

ENTER INTO NON-PUBLIC 91-A:3 II (b) hiring

Motion by Chairman Gauthier to enter into Non-Public Session in accordance with RSA 91-A:3 II (b) hiring. Seconded by Selectman Dwyer. Motion carried 4-0. Roll call vote was taken and carried unanimously. ***Note: Selectman Michael Yergeau was unable to attend the non-public session.***

Motion by Chairman Gauthier to exit Non-Public Session. Seconded by Selectman Jordan. Motion carried 4-0.

RECONVENE

Chairman Gauthier reconvened the public session at 7:00 PM at the Epping Town Hall. ***Selectman Michael Yergeau joined the meeting at this time***

PLEDGE OF ALLEGIANCE TO THE FLAG

WELCOME NEW BOARD MEMBER

Chairman Gauthier explained that Susan McGeough was the only person to submit a letter of interest to fill the vacancy on the Board. At 6:35 PM when the meeting was called to order in public session a motion was made to appoint Susan McGeough and passed unanimously. She was immediately sworn into office and joins the Board this evening. Chairman Gauthier congratulated and welcomed Susan McGeough to the Board of Selectmen.

MINUTES

Minutes from July 18th, 2016 was submitted for approval.

Motion by Selectman Jordan to accept the minutes of July 18, 2016. Seconded by Selectman Yergeau. Motion carried 3-0. Selectman Tom Dwyer and Susan McGeough abstained.

SIGNING OF THE PAYROLL MANIFEST

Payroll manifest for pay period ending July 28, 2016 in the amount of \$107,585.67 was submitted for approval.

Motion by Selectman Dwyer to approve the payroll manifest for pay period ending July 28, 2016 in the amount of \$107,585.67. Seconded by Selectman Jordan. Motion carried 5-0.

SIGNING OF THE ACCOUNTS PAYABLE MANIFEST

Accounts payable manifest for the week ending July 29, 2016 in the amount of \$1,442,699.20 was submitted for approval; School \$1,000,000.00, Additional Impact Fee – School \$90,000.00, Primex Liability Insurance \$127,010.00 and Town \$225,689.20.

Motion by Selectman Dwyer to approve the Accounts Payable Manifest for the week ending July 29, 2016 in the amount of \$1,442,699.20. Seconded by Selectman Jordan. Motion carried 5-0.

BUSINESS

POLICE DEPARTMENT

Chief Michael Wallace addressed the Board with his recommendation to hire a full-time Police Officer. The Chief currently has two positions open and recently completed a hiring process. He recommended that Robert Jamer be approved for hire at a rate of \$19.47 per hour in accordance with the Union contract. Mr. Jamer will be attending the August Police Academy. Mr. Jamar was present to meet the Board of Selectmen.

Selectman Jordan made a motion to hire Robert Jamer as a Full-Time Police Officer at a rate of pay of \$19.47 per hour. Seconded by Selectman Jordan. Motion carried 5-0.

Mr. Jamer thanked the Board and came forward to be congratulated by the Board.

RECREATION

Nicole Bizzaro recommended that the Board approve the hiring of Kristin Boomhower as a Lead Staff After School Staff member and a Summer Camp Substitute. Ms. Boomhower has worked for the Recreation Department in the past and is currently working for the Epping School District. Rate of pay will be \$11.00 per hour. Additionally Ms. Bizzaro recommended the promotion of Staff Member Carly Deleeuw to Assistant Summer Camp Director for the remaining two weeks of the program. This promotion would include an hourly rate increase of \$1.00 per hour, so she would be going from \$10.00 per hour to \$11.00.

Selectman Dwyer made a motion to hire Kristin Boomhower as Lead Staff for the After School Program and Summer Camp substitute at \$11.00 per hour and to promote Carly Deleeuw to Assistant Camp Director with an hourly increase of \$1.00. Seconded by Selectman Jordan. Motion carried 5-0.

ABATEMENTS

Abatement for Aletta Henry (1626 Amity Rd. Rydal, PA) 27 Chautauqua Ave., map and lot 024-026-066 \$41.50 and 20 Dutton Ave. map and lot 024-026-080 \$15.56. Also, Rita/Ernest Quinn 62 Mast Rd. map and lot 031-014 for \$274.96 all were said to be over assessed and Scott Marsh is recommending that they all be approved.

Motion from Selectman Jordan to approve the abatements as presented. Seconded by Selectman Dwyer. Motion carried 5-0.

TAX DEED WAIVERS

The Tax Collector presented tax deed waivers on the following properties:

Anthony Altavilla map and lot 023-039-025-A
Kevin & Angela Newell map and lot 023-141-013
Raymond Pearo map and lot 023-039-020-B
John & Debra Slater map and lot 023-141-018
Nicholas Theodorou map and lot 022-013
Garrick Clark map and lot 028-053
Dale Collins map and lot 029-197
Robert & Holly Currier map and lot 027-172
Gary Day & Tracy Sabin map and lot 023-069
Donald & Jessica Finney map and lot 026-042
David & Debra Roberts map and lot 024-023
Richard Rollins map and lot 030-057
Sheryl Solari map and lot 023-095
Richard Toth map and lot 028-020

Mark & Tracy Wilkins map and lot 028-060
Debra Duckworth map and lot 024-037-039
Kathryn Wulff map and lot 024-037-034
Michael Wynne map and lot 030-067

Chairman Gauthier read the Tax Deed Waiver.

Selectman Jordan moved that the Tax Deed Waivers be approved as presented. Seconded by Selectman Dwyer. Motion carried 4-0, with Selectman Susan McGeough abstaining.

APPOINTMENTS

7:15 PM – Tamar Roberts of Roberts & Greene, PLLC met with the Board of Selectmen to review the 2015 audit. A brief overview was presented to the Board with no significant findings to report. The Town of Epping’s surplus now stands at \$1.487 million dollars. DRA recommends that 7%-17% be retained in surplus and Epping is within that range. Selectman Susan McGeough said that the audit appears to be late in that it is already August and the audit began in March. Ms. Roberts apologized and said that the draft and final report were certainly late. She did state at last year’s meeting that she would do better this year but apologized that she wasn’t able to get the draft out sooner.

COMMERCIAL DUMPING

Administrator Gregory C. Dodge discussed with the Board that some of the residential businesses are not happy that they cannot use our Transfer Station. Household trash and bulky items are accepted but not commercial debris. One commercial business in Town has one \$5.00 permit but picks up the household trash for its residents. Commercial residents do not think the policy is fair for all. After a lengthy discussion the Board asked Town Administrator Dodge to come up with a plan that is fair and equitable and to bring it back to the Board for further review and discussion. Selectman Dwyer felt that before any decisions were made there should be a public hearing.

LARGE ASSEMBLY PERMITS

A large assembly permit for the Town of Epping’s 275th birthday parade, craft fair, old home day and fireworks was presented for approval. The event will be on August 20, 2016 with the parade route being the same as the Memorial Day parade and the Craft Fair and Old Home Day being at the Middle High School Gym, and Elementary School ending with fireworks on the High School Field. All proper signatures were obtained.

Selectman S. McGeough made a motion to approve the large assembly permit for the Town’s 275th birthday celebration as presented and that the Town Administrator sign the permit as the applicant. Seconded by Selectman Jordan. Motion carried 5-0.

A large assembly permit for the Annual High Note event was submitted for approval by Amy McPhee. The event is being held on September 10, 2016 on the McPhee Farm 173 Prescott Rd. All the proper signatures were obtained.

Motion by Selectman S. McGeough to approve the large assembly permit for High Notes. Seconded by Selectman Jordan. Motion carried 5-0.

INTENT TO CUT

Southeast Land Trust submitted an Intent to Cut for map 11, lots 13 & 14. The logger is Charles Moreno. The property is off of North River Rd.

Selectman S. McGeough made a motion to approve the Intent to Cut. Seconded by Selectman Dwyer. Motion carried 5-0.

ADMINISTRATOR'S REPORT

Town Administrator Gregory C. Dodge asked that the Board make a motion and take a vote regarding the assignments of Susan McGeough.

Chairman Gauthier made a motion to assign Selectman S. McGeough to Historical Commission and the Planning Board along with being the ETV representative and to move Selectman Tom Dwyer from Planning Board to Budget Committee. Seconded by Selectman Jordan. Motion carried 4-0 with Selectman S. McGeough abstaining.

Town Administrator Gregory C. Dodge spoke to the Board relative to the Affordable Care Act (OBAMA Care) as it pertains to part-time employees being offered health insurance. He explained that the Town is only obligated to offer health insurance to those part-timers who qualify in accordance with the Affordable Care Act. The Town is not however obligated to pay for the insurance. Administrator Dodge would like to make a policy change and wanted input from the Board as to whether or not they would want to pay for the insurance. Administrator Dodge recommended that the policy reflect that the Town will offer the health insurance but keep the same policy in that the Town will not pay for health insurance for any part-time employee.

Selectman Dwyer made a motion that the Town offer health insurance to part-time employees who qualify under the Affordable Care Act but that no portion of the health insurance will be paid for by the Town of Epping. Seconded by Selectman Jordan. Motion carried 5-0.

Town Administrator Gregory C. Dodge reported that the School Board discussed the possibility of moving forward on the joint Gymnasium/Recreation/Shelter. The Building Committee delivered a presentation of this proposed building in mid-June in a joint meeting with the Budget Committee. At the last School Board meeting the four members present decided by consensus that now was not the time to move this project forward. Administrator Dodge suggested that the Board discuss this and take a vote as well although having one Board deciding not to go forward made it difficult for the Selectmen to

vote in the affirmative. After a lengthy discussion Selectman Dwyer expressed his feeling that it didn't make sense to go forward but he would like to have the question of building a facility to the voters. Chairman Gauthier stated that he does not like to keep putting projects off as the costs will only be higher the longer we wait. Selectman Dwyer said that he would like to move forward. The same feelings were expressed by Selectmen Jordan and Yergeau. The School Board did discuss addressing their HVAC system that has had ongoing issues.

The Board decided to take ***no action*** on this matter this evening.

Administrator Dodge announced the upcoming August 10th Windham Concert Band to perform at the American Legion at 7:00 PM. There is no cost, bring your own chairs, light refreshments will be served. The rain date is August 11, 2016.

August 20, 2016, a Saturday, is Epping's big day with a parade beginning at 9:30 a.m. from the American Legion following the same parade route as the Memorial Day parade however there will be no stops made. Following the parade will be a Craft Fair and Old Home Days with activities culminating with fireworks at the High School field.

INDIVIDUAL SELECTMEN'S REPORTS

Selectman Susan McGeough

Susan expressed her pleasure in returning to the Board. She said that some have asked her why she chose to do this and she explained that before her husband, Jim McGeough, passed away he asked that she consider serving on his behalf.

She thanked all those who sent their condolences and the Board of Selectman for their support. She said that all the money that has been donated on Jim's behalf will be used in some way at Town Hall which is what he desired.

Selectman Michael Yergeau

No report. He did welcome Susan McGeough to the Board.

Selectman Bob Jordan

Selectman Jordan also welcomed Susan to the Board.

Mr. Jordan updated the Board on the mechanical problems with Epping's Ambulance 2 and said he was working to resolve the problem.

In speaking with Chief Don DeAngelis he has approval to get a group of Trustees from the County Jail to paint the West Epping Fire Station on Saturday. The Town would have to buy the supplies and the labor from the Trustees is at no cost.

Selectman Jordan made a motion to allow Trustees from the County Jail to paint the West Epping Fire Station. Seconded by Selectman Dwyer. Motion carried 5-0.

Selectman Thomas Dwyer

Selectman Dwyer spoke of his concern that the Fire Department has gone to a 6-year cycle in replacing ambulances when in used to be 5 years. Eventually when the bond on the building is paid off enough money should be generated to buy the ambulances with cash on hand. Selectman Dwyer wanted to welcome Susan McGeough to the Board.

Chairman Thomas Gauthier

Chairman Gauthier asked the Town Administrator check into what plans the school has for its fields. Chairman Gauthier also welcomed Susan McGeough to the Board.

ADJOURN

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

Meeting was adjourned at 8:37 PM.

Respectfully Submitted,

Gregory C. Dodge
Town Administrator

Thomas Gauthier, Chairman

Bob Jordan, Vice-Chairman

Thomas Dwyer, Selectman

Michael Yergeau, Selectman

Susan McGeough, Selectman

Date: _____