

**BOARD OF SELECTMEN MEETING MINUTES
TOWN OF EPPING, NEW HAMPSHIRE
December 5, 2016**



ATTENDANCE

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

CALL TO ORDER

Chairman Gauthier called the public session to order at 7:00 PM at the Epping Town Hall.

PLEDGE ALLEGIANCE TO THE FLAG

MINUTES

Minutes from the November 21, 2016 Selectmen's meeting was submitted for approval.

Motion by Selectman Dwyer to accept the minutes of November 21, 2016. Seconded by Selectman Yergeau. Motion carried 3-1. Selectman McGeough abstained.

SIGNING OF PAYROLL MANIFEST

Payroll manifest for pay period ending 12/1/2016 in the amount of \$148,989.26 was submitted for approval.

Motion by Selectman Dwyer to approve the payroll manifest for pay period ending 12/1/2016 in the amount of \$148,989.26 Seconded by Selectman Yergeau. Motion carried 4-0.

SIGNING OF ACCOUNTS PAYABLE MANIFEST

Accounts payable manifest for week ending 12/2/2016 at \$865,823.71, \$729,687 for Rockingham County Taxes and \$136,136.71 for the town was submitted for approval.

Motion by Selectman Dwyer to approve the Accounts Payable Manifest for week ending 12/2/2016 at \$865,823.71. Seconded by Selectman Yergeau. Motion carried 4-0.

BUSINESS

LIBRARY

Charlie Goodspeed explained the need of using the old fire house for storage. Mr. Goodspeed requested permission to use the upstairs for book donations to be sold during a library summer book sale. There might

be other items stored that would be appropriate for sale. Discussion continued regarding the possibility of books being damaged and a partition added. Chairman Gauthier suggested Mr. Goodspeed and Mr. Reinhold come back in two weeks with measurements and a drawing of the space.

BILODEAU PERMIT

Town Planner Brittany Howard supplied a memo that explained the necessity for the Board of Selectmen to approve David and Carole Bilodeau's agreement to use the "paper street" on map and lot 17-43 as their driveway. Mr. Blaisdell representing the Bidodeaus did the wetland design. Discussion continued regarding the wet lands permit and building the driveway to town specifications.

Motion by Selectman Dwyer to approve David and Carole Bilodeau's agreement to use the "paper street" on map and lot 17-43 as their driveway with no town concern regarding the wetlands. The information can go to the Conservation Commission. Seconded by Selectman Yergeau. Motion carried 4-0.

ROAD ACCEPTANCE

Town Planner Brittany Howard explained that Molly Way, Anthony Lane and a portion of Olde Bridge Lane were built according to town specifications and ready to be accepted as town roads. Street signs were installed and 3 culverts need to be flushed.

Motion by Selectman Dwyer to approve the acceptance of Molly Way, Anthony Lane and a portion of Olde Bridge Lane as town roads. Seconded by Selectman Yergeau. Motion carried 4-0.

HARVEY AGREEMENT

Chairman Gauthier explained that the Harvey Kenard agreement has been discussed with Southeast Land Trust regarding no water rights. The conservation easement has been reviewed by town counsel and is ready to be completed.

Motion by Selectman Dwyer to sign off on the conservation easement deed. Seconded by Selectman Yergeau. Motion carried 4-0.

DPW

Purchase Order to Granite State Minerals for 300 tons of rock salt for roads in the amount of \$15,519 was submitted for approval.

Motion by Selectman Dwyer to approve the purchase order to Granite State Minerals for 300 tons of rock salt for roads in the amount of \$15,519. Seconded by Selectman Yergeau. Motion carried 4-0.

POLICE

Purchase Orders to AAA Police Supply for ammunition in the amount of \$2,104.17 and to Certified Computer Solutions for 3 replacement computer workstations in the amount of \$5,325 was submitted for approval.

Motion by Selectman Dwyer to approve the purchase order to AAA Police Supply for ammunition in the amount of \$2,104.17 and to Certified Computer Solutions for 3 replacement computer workstations in the amount of \$5,325. Seconded by Selectman Yergeau. Motion carried 4-0.

REIMBURSEMENT

A previously discussed reimbursement for an East Kingston Fire Department employee who suffered heat exhaustion and was treated by Epping Ambulance needs to be approved.

Motion by Selectman Dwyer to approve a reimbursement to East Kingston for payment regarding the transport and mileage associated with a need of ambulance transport during a brush fire in the amount of \$2,206.00. Seconded by Selectman Yergeau. Motion carried 4-0.

CEMETERY

Appointment for Paul Spidle to be a Cemetery Trustee Alternate for 1 year was submitted for approval.

Motion by Selectman Dwyer to approve the appointment for Paul Spidle to be a Cemetery Trustee Alternate for 1 year. Seconded by Selectman McGeough. Motion carried 4-0.

MRI CONTRACT

Town Administrator Gregory C. Dodge explained the DRA suggestions and the changes incorporated in the Municipal Resources, Inc. 5 year professional service agreement for general assessing and cyclical revaluation that was submitted for approval. Attorney Ratigan has reviewed the contract.

Motion by Selectman Dwyer to approve the Municipal Resources, Inc. 5 year professional service agreement for general assessing and cyclical revaluation. Seconded by Selectman Yergeau. Motion carried 4-0.

WARRANT ARTICLES

Article 7: 2017 OPERATING BUDGET

To see if the Town will vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amount set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling Seven Million, Five Hundred Four Thousand, One Hundred Ninety Four Dollars (\$7,504,194.00). Should this article be defeated, the default budget shall be Seven Million, Two Hundred Thirty Nine Thousand, Two Hundred Forty Four Dollars (\$7,239,244.00), which is the same as last year, with certain adjustments required by previous action of the town or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only.

[Recommended by the Board of Selectmen]
[Recommended by the Municipal Budget Committee]
Majority Vote Required

Finance Director Lisa Fogg explained the default amount in Article 7 is an estimate and should be reviewed by the Board of Selectmen before approval.

Article 8: TOWN HALL IMPROVEMENT EXPENDABLE TRUST FUND

To see if the Town will vote to raise and appropriate the sum of Ten Thousand Dollars (\$10,000.00) to be placed in the previously established Town Hall Improvement Expendable Trust Fund.

[Recommended by the Board of Selectmen]
[Recommended by the Municipal Budget Committee]
Majority Vote Required

Motion by Chairman Gauthier to recommend Article 8 with the added language: This sum will come from fund balance (surplus) and no amount will be raised through taxation. Seconded by Selectman Dwyer. Motion carried 4-0.

Article 9: HIGHWAY EQUIPMENT CAPITAL RESERVE FUND

To see if the Town will vote to raise and appropriate the sum of Twenty Five Thousand Dollars (\$25,000.00) to be placed in the previously established Highway Equipment Capital Reserve Fund.

[Recommended by the Board of Selectmen]
[Recommended by the Municipal Budget Committee]
Majority Vote Required

Motion by Selectman Dwyer to recommend Article 9 with the added language: This sum will come from fund balance (surplus) and no amount will be raised through taxation. Seconded by Selectman Yergeau. Motion carried 4-0.

Article 10: WATSON ACADEMY REPAIRS EXPENDABLE TRUST FUND

To see if the Town will vote to establish a Watson Academy Repairs Expendable Trust Fund per RSA 31:19a for the purpose of covering major repairs to the Watson Academy Building and raise and appropriate the sum of Ten Thousand Dollars (\$10,000.00) to be placed in the fund and further to appoint the selectmen as agents to expend from the fund.

[Recommended by Board of Selectmen]
[Recommended by the Municipal Budget Committee]
Majority Vote Required

Motion by Selectman Dwyer to recommend Article 10 with the added language: This sum will come from fund balance (surplus) and no amount will be raised through taxation. Seconded by Selectman Yergeau. Motion carried 4-0.

Article 11: RECREATION FACILITIES EXPENDABLE TRUST FUND

To see if the Town will vote to raise and appropriate the sum of Ten Thousand Dollars (\$10,000.00) to be placed in the previously established Recreation Facilities Expendable Trust Fund.

[Recommended by the Board of Selectmen]

[Recommended by the Municipal Budget Committee]

Majority Vote Required

Motion by Selectman Dwyer to recommend Article 11 with the added language: This sum will come from fund balance (surplus) and no amount will be raised through taxation. Seconded by Selectman Yergeau. Motion carried 4-0.

Article 13: HIGHWAY TRUCK LEASE

To see if the Town will vote to authorize the Board of Selectmen to enter into a Five (5) Year Lease/Purchase Agreement for One Hundred Thirty Four Thousand Nine Hundred Dollars (\$134,900.00) for the purpose of leasing and equipping one (1) 6 wheeled dump truck with dump body, plow and sander; and to raise and appropriate the sum of Thirty Thousand Dollars (\$30,000.00) for the first years lease payment.

[Recommended by the Board of Selectmen]

[Recommended by the Municipal Budget Committee]

Majority Vote Required

Motion by Selectman Dwyer to recommend Article 13. Seconded by Selectman Yergeau. Motion carried 4-0.

Article 14: PUBLIC SAFETY FACILITIES AND EQUIPMENT REVOLVING FUND

To see if the Town will vote to Amend Warrant Article #14 passed in 2010, titled Public Safety Facilities and Equipment Revolving Fund, to the following: To see if the Town will vote to establish a revolving fund pursuant to RSA 31:95h, for the purpose of the public safety facilities bond payment, for the purchase of fire and ambulance equipment, **for major repairs to the public safety facilities building including new phone systems.** All revenues deposited into the fund and the money in the fund shall be allowed to accumulate from year to year, and shall not be considered part of the Town's general fund unreserved fund balance. The Town Treasurer shall have custody of all monies in the fund, and shall pay out the same only upon order of the governing body (Board of Selectmen) and no further approval is required by the legislative body (town meeting vote) to expend. Such funds may be expended only for the purpose for which the fund was created.

[Recommended by Board of Selectmen]

[Recommended by the Municipal Budget Committee]

Majority Vote Required

Selectman Dwyer would like to add "the grounds" to this Article. Discussion continued regarding Fire Chief Donald DeAnglis concerns with the language change and if that included paving.

Motion by Selectman Dwyer to recommend Article 14 adding and the grounds to the end of this sentence "for major repairs to the public safety facilities building including new phone systems 'and

the grounds', sending the Article to DRA for approval or not. Seconded by Selectman Yergeau. Motion carried 4-0.

ARTICLE 15: SAFETY FACILITY MODIFICATION

To see if the Town of Epping will vote to raise and appropriate the sum of \$ () for the purpose of

[Recommended by the Board of Selectmen]
[Recommended Municipal Budget Committee]
Majority Vote Required

As this Article hasn't been written yet there was no discussion

ARTICLE 16: FIREWORKS CAPITAL RESERVE FUND

To see if the Town of Epping will vote to establish a Fireworks Capital Reserve Fund per R.S.A. 31:19-a for the purpose of funding an annual fireworks display and raise and appropriate the sum of \$10,000.00 (Ten Thousand Dollars) to be placed in the fund and further to appoint the selectmen as agents to expend from the fund. This sum will come from fund balance (surplus) and no amount will be raised through taxation.

[Recommended by the Board of Selectmen]
[Recommended Municipal Budget Committee]
Majority Vote Required

Motion by Selectman Dwyer to recommend Article 16. Seconded by Selectman Yergeau. Motion carried 4-0.

ARTICLE 17: ALL VETERANS' PROPERTY TAX CREDIT

Shall the Town of Epping, NH adopt the "all veterans' property tax credit" under RSA 72-28-b? If adopted, the credit will be available to any resident, or the spouse or surviving spouse of any resident, who (1) served no less than 90 days on active service in the armed forces of the United States and was honorably discharged or was an officer honorably separated from service, and (2) is not eligible for and not receiving the credit for veterans who served in a qualifying war or armed conflict or for veterans with a service-connected disability. If adopted, the credit will be in the amount of \$500.00, which is the same amount as the credit for a veteran who served in a qualifying war or armed conflict. If the credit is adopted, any person desiring to claim the credit will be required to file an application with the Board of Selectmen or the Assessors by April 15th of the tax year.

[Recommended by the Board of Selectmen]
[Recommended by the Municipal Budget Committee]
Majority Vote Required

Motion by Selectman Dwyer to recommend Article 17. Seconded by Selectman Yergeau. Motion carried 4-0.

ARTICLE 18: TOWN MANAGER FORM OF GOVERNMENT

Do you favor adoption of the town manager plan as provided in Chapter 37 of the Revised Statutes Annotated?

Majority Vote Required

Town Administrator Gregory C. Dodge explained the different shifts of duties for a Town Manager. As there was not any support at this time, this Article was not acted on.

Article 19: BY PETITION: EPPING YOUTH ATHLETIC ASSOCIATION

To see if the Town will vote to raise and appropriate the sum of Five Thousand Dollars (\$5,000.00) in support of the Epping Youth Athletic Association.

[Recommended by Board of Selectmen]

[Recommended by the Municipal Budget Committee]

Majority Vote Required

Motion by Selectman Dwyer to recommend Article 18. Seconded by Selectman Yergeau. Motion carried 4-0.

Article 20: BY PETITION: CHILD AND FAMILY SERVICES

To see if the Town will vote to raise and appropriate the sum of Five Thousand Dollars (\$5,000.00) for the purpose of supporting services provided to residents to access counseling and family support services, without regard to income from Child and Family Services. Child and Family Services provides accessible and affordable programs to children, youth, and their families leading to stronger family connections, improved school performance, and better citizenship. From June 1, 2015 – June 30, 2016, Fifty Seven (57) Epping residents received 1,383 hours of free and reduced services valued at over \$86,000.00 from Child and Family Services. These services protected children from abuse and neglect, strengthened families, prevented out of home placements, supported family reunification services, insured healthy birth outcomes and remediated early developmental delays in children 0-3, facilitated the building of new families through adoption and made it possible for children to attend 2 weeks of overnight camp.

[Recommended by Board of Selectmen]

[Recommended by the Municipal Budget Committee]

Majority Vote Required

Motion by Selectman Dwyer to recommend Article 20. Seconded by Selectman Yergeau. Motion carried 4-0.

Article 21: BY PETITION: SPEAK UP EPPING PUBLICATION

To see if the Town will vote to accept the “Speak Up Epping” publication as the Town of Epping’s news publication and to further see if the Town will vote to raise and appropriate the sum of Two Thousand Dollars (\$2,000.00) to defray the costs of publishing said newspaper. **[Recommended by Board of Selectmen]**

[Recommended by the Municipal Budget Committee]

Majority Vote Required

A brief discussion regarding the great service this paper undertakes along with the information on the web site, there is a general feeling that the town government should not get involved in the publication.

Motion by Selectman McGeough to not recommend Article 21 as a petition warrant article. Seconded by Selectman Dwyer. Motion carried to not recommend 3-1. Chairman Gauthier voting for the article.

Article 22: BY PETITION: ROCKINGHAM COMMUNITY ACTION

To see if the Town will vote to raise and appropriate the sum of Eleven Thousand, Three Hundred Dollars (\$11,300.00) for the purpose of funding Rockingham Community Action for its work in providing fuel, utility, food, homeless and housing assistance, budgeting education and support to Epping residents in crises to move them toward self-sufficiency. **[Recommended by Board of Selectmen]**

[Recommended by the Municipal Budget Committee]

Majority Vote Required

This petition needs more signatures and so no action was taken.

Article 12: MAIN STREET SIDEWALK

To see if the Town will vote raise and appropriate the sum of Sixty One Thousand Five Hundred Dollars (\$61,500.00) for the purpose of building a sidewalk on the remainder of Main Street from the intersection of Prospect Street up to the intersection of Elm Street.

[Recommended by the Board of Selectmen]

[Recommended by the Municipal Budget Committee]

Majority Vote Required

A spirited discussion occurred as Selectman Dwyer felt the amount stated for the Main Street Sidewalk Warrant Article was excessive and he wanted to ensure a more accurate number was proposed to the voters. Road Supervisor Dave Reinhold used the number from the Elm Street project verifying the numbers with Wolcott. Selectman Dwyer chose to remove the article for consideration and instead he will seek a petition article in which he would verify the numbers. This will not be a town warrant article.

CORRESPONDENCE & REPORTS

ADMINISTRATOR'S REPORT

Town Administrator Gregory C. Dodge reminded the Board of Selectman and the residents at home that the Town Hall will be closed December 16th at noon.

Town Administrator Gregory C. Dodge has negotiated a price of \$1.45 for propane that will be guaranteed for a year.

Town Administrator Gregory C. Dodge announced that both sides of the Transfer Station is being monitored by cameras and can be seen at the Highway Garage.

Due to comments made by Selectman Dwyer, Town Administrator Gregory C. Dodge offered to tend his resignation. Mr. Dodge asked permission from Chairman Gauthier to be excused, which was granted by Chairman Gauthier.

INDIVIDUAL SELECTMEN'S REPORTS

Selectman McGeough congratulated the Recreation Department for doing such a lovely job decorating the meeting room. The room looks wonderful.

Selectman McGeough announced the recent loss of Susan Russell to the Town of Epping. She has been a part of EYAA for 26 years. Not only did she coach t-ball for that long but she followed the kids through their sports. She was always there for the kids.

Selectman Yergeau

No Report

Selectman Jordan

Excused

Selectman Dwyer

Selectman Dwyer shared his sympathies to Coach Sue's family and all the T-ballers.

Selectman Gauthier

Selectman Gauthier sent his condolences to the Russell Family. Imagine all the children she has affected with her passion through the years, hundreds of children.

ADJOURN

Motion by Selectman Yergeau to adjourn the meeting. Seconded by Selectman Dwyer. Motion carried 4-0.

Meeting was adjourned at 8:20 PM.

Respectfully submitted,

**Joyce Blanchard
Executive Secretary**

Tom Gauthier, Selectman

Mike Yergeau, Selectman

Tom Dwyer, Selectman

Susan McGeough, Selectman

Date _____