

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

**June 20, 2016**



**ATTENDANCE**

Chairman Tom Gauthier; Selectmen Bob Jordan and Mike Yergeau; Town Administrator Gregory C. Dodge; Executive Secretary Joyce Blanchard; Selectmen James P. McGeough and Tom Dwyer were 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 June 6, 2016 was submitted for approval.

**Motion by Selectman Jordon to approve the minutes from June 6, 2016. Seconded by Selectman Yergeau. Motion carried 3-0.**

**SIGNING OF PAYROLL MANIFEST**

Payroll manifest for pay period ending 6/16/2016 in the amount of \$109,785.93 was submitted for approval.

**Motion by Selectman Jordon to approve the payroll manifest for pay period ending 6/16/2016 in the amount of \$109,785.93. Seconded by Selectman Yergeau. Motion carried 3-0.**

**SIGNING OF ACCOUNTS PAYABLE MANIFEST**

Accounts payable manifest for week ending 6/17/2016 in the amount of \$172,328.62 for the town was submitted for approval.

**Motion by Selectman Jordon to approve the Accounts Payable Manifest for week ending 6/17/2016 at 172,328.62. Seconded by Selectman Yergeau. Motion carried 3-0.**

**BUSINESS**

**POLICE**

Speed limit surveys were completed on North River Road (south), Delaney Road and Cote Drive. Captain Newman recommends the current speed limit of 35 mph be reduced to 30 mph on North River Road (south) and reduced from 35 mph to 25 mph on Delaney Road and Cote Drive.

**Motion by Selectman Jordan to approve the recommendations to change the current speed limit of 35 mph be reduced to 30 mph on North River Road (south) and reduced from 35 mph to 25 mph on Delaney Road and Cote Drive. Seconded by Selectman Yergeau. Motion carried 3-0.**

Purchase Orders to Irwin Automotive Group for 2 2016 Ford Explorers in the amounts of \$27,587 and \$26,989 was submitted for approval.

**Motion by Selectman Jordan to approve the purchase orders to Irwin Automotive Group for 2 2016 Ford Explorers in the amounts of \$27,587 and \$26,989. Seconded by Selectman Yergeau. Motion carried 3-0.**

Purchase Order to Taser International for 18 Tasers/holster and batteries in the amount of \$16,980 was submitted for approval. These are guaranteed for 5 years. Chief Wallace would like to start putting money in the budget for tasers.

**Motion by Selectman Yergeau to approve the purchase order to Taser International for 18 Tasers/holster and batteries in the amount of \$16,980. Seconded by Selectman Jordan. Motion carried 3-0.**

## **FIRE**

Purchase Order to Verizon for Ipads for 6 vehicles in the amount of \$6,500 was submitted for approval. Chief DeAngelis explained the need for these Ipads. They will be installed in each ambulance, 2 lead engines, car 1 and one spare. Verizon lowered their price to \$4,017.07 which includes the mounts and parts. That will be the new number on the purchase order.

**Motion by Selectman Jordan to approve the purchase order to Verizon for Ipads for 6 vehicles in the amount of \$4,017.07. Seconded by Selectman Yergeau. Motion carried 3-0.**

## **PUBLIC HEARING – UNANTICIPATED FUNDS**

Chairman Gauthier read the public hearing notice regarding unanticipated revenue from Primex for the damaged police cruiser in the amount of \$20,704.40. The Public Hearing was opened to the public. The Public Hearing was closed as no one was in the audience.

**Motion by Selectman Jordan to accept the \$20,704.40 from the insurance carrier or the damaged police cruiser. Seconded by Selectman Yergeau. Motion carried 3-0.**

## **POLICE**

Purchase Order to Londonderry Ford for a 2014 Ford Explorer in the amount of \$17,426 was submitted for approval. Chief Wallace explained that this was a leased vehicle and will replace the damaged cruiser.

**Motion by Selectman Jordan to approve the purchase order to Londonderry Ford for a 2014 Ford Explorer in the amount of \$17,426. Seconded by Selectman Yergeau. Motion carried 3-0.**

Chief Wallace announced that the Town of Hampton recently contacted Epping to assist them with a riot disturbance. Hampton has contacted area departments that might be willing to help Hampton in a case by case situation. He and Officer Leduc helped with details and though they took the cruiser it was never used.

## **FINANCE**

Completed MS-535 from the auditors Robert & Greene, PLLC to the State of New Hampshire was submitted for signatures.

**Motion by Selectman Jordan to have the Board of Selectmen sign the MS-535 from the auditors Robert & Greene, PLLC to the State of New Hampshire. Seconded by Selectman Yergeau. Motion carried 3-0.**

## **7:30 APPOINTMENT – WATER AND SEWER**

Water and Sewer Commissioner Henry DeBoer informed the board on several issues. He discussed the Administrative Order from the EPA regarding the sewer system. The sewer department is understaffed and needs to add an additional staff member. That will make the sewer rates increase. The Administrative Order from the EPA includes hiring an engineer to analyze the unlined sewer lagoons. The engineer would need to do a study on how to line the lagoons or how the plant would be affected without the lagoons. This project would cost approximately \$80,000 with a time frame of 6 months. As this money was not in the budget Mr. DeBoer negotiated a better time table for next year's budget.

Mr. DeBoer explained the possibility of selling water to Brentwood. There has been some discussion with Brentwood being interested. He also feels that this would be a town wide decision and would like the support of the Selectmen. The water ban for the town is still in effect until the emergency permit is lifted.

## **RECREATION**

Request to hire Tiffany Snyder as Office Assistant at \$12.50 an hour and Brett Couture as summer camp regular staff at \$9.00 an hour was submitted for approval. The background check has been done for Mrs. Snyder by the school as she is a current school employee.

**Motion by Selectman Jordan to approve the hiring of Tiffany Snyder as Office Assistant at \$12.50 an hour and Brett Couture as summer camp regular staff at \$9.00 an hour pending background check for Brett. Seconded by Selectman Yergeau. Motion carried 3-0.**

## **CREDIT CARD POLICY**

The Credit Card Policy was reviewed and discussed. Town Administrator Gregory C. Dodge explained the policy needs to be amended for the new credit cards.

**Motion by Selectman Yergeau to approve the Credit Card Policy. Seconded by Selectman Jordan. Motion carried 3-0.**

## **JUNKYARD PERMIT**

Application for renewal of Junkyard License for Epping Auto Salvage at 47 Jenness Road was submitted for approval. There is a letter attached from Code Enforcer Brittany Howard reporting she inspected the site.

**Motion by Selectman Yergeau to approve the application for renewal of the Junkyard License for Epping Auto Salvage at 47 Jenness Road. Seconded by Selectman Jordan. Motion carried 3-0.**

## **PUBLIC WORKS**

Purchase Order to Bellemore Catch Basin Maintenance for 48 hours of annual maintenance in the amount of \$5,760 was submitted for approval.

**Motion by Selectman Yergeau to approve the purchase order to Bellemore Catch Basin Maintenance for 48 hours of annual maintenance in the amount of \$5,760. Seconded by Selectman Jordan. Motion carried 3-0.**

## **TIMBER TAX LEVY**

Timber Tax Levy for David Jenkins, map and lot 012-027 in the amount of \$1,302.08 was submitted for approval.

**Motion by Selectman Jordan to approve the Timber Tax Levy for David Jenkins, map and lot 012-027 in the amount of \$1,302.08. Seconded by Selectman Yergeau. Motion carried 3-0.**

## **CORRESPONDENCE & REPORTS**

### **ADMINISTRATOR'S REPORT**

Town Administrator Gregory C. Dodge needed clarification regarding a Transfer Station issue. A longtime resident that moved out of town but still has rental property would like a dump sticker to pick up his tenants trash. Chairman Gauthier explained that non-residents cannot have a dump sticker. As a property owner he may come to the clerk's office and be issued a weekend permit.

Town Administrator Gregory C. Dodge gave each Selectman a copy of the auditor's report, did they want the auditor to come to a meeting in case they have questions? Mr. Dodge will contact the auditor and make arrangements so she can come in either July 5<sup>th</sup> or 18<sup>th</sup>.

Town Administrator Gregory C. Dodge received a letter with pictures from a resident in the Comac Drive area. These residents never received a letter from the town when work was done on Comac Drive and their irrigation was damaged. They would like reimbursement for the damages. Road Supervisor will find out if the irrigation was in the town's right of way.

Town Administrator Gregory C. Dodge announced that July 22<sup>nd</sup> will be when the tax deeds are set. The board was given a list of different properties in categories this year. The board has met with counsel and know the proper procedure of taking property for the town in lieu of tax payment.

Town Administrator Gregory C. Dodge thanked all the 5 churches that participated in the Progressive Dinner to celebrate the Town's 275<sup>th</sup> Birthday. Tom and Kim Gauthier did the organizing along with a bus that drove participants church to church. It was a very successful evening. The next Birthday celebration will be a concert at Camp Hedding starting at 6PM on July 9<sup>th</sup>.

## **INDIVIDUAL SELECTMEN'S REPORTS**

### **Selectman McGeough**

Excused

### **Selectman Yergeau**

No Report

### **Selectman Jordan**

Selectman Jordan is still sending positive thoughts to Selectman McGeough.

Selectman Jordan thought the Progressive Dinner was awesome. It was a treat to have the Quaker House open to tour.

### **Selectman Dwyer**

Excused

### **Selectman Gauthier**

Selectman Gauthier thanked Joyce Blanchard and the 5 churches who helped with the Progressive Dinner. The evening worked out perfect. The Quaker House was the only place that served outside and it just started to rain when it was time to board the bus.

Selectman Gauthier announced that the Transfer Station will be opened July 4<sup>th</sup> weekend.

## **ADJOURN**

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

Meeting was adjourned at 7:55 PM.

**Respectfully submitted,**

**Joyce Blanchard  
Executive Secretary**

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**Tom Gauthier, Selectman**

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**Bob Jordan, Selectman**

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**Mike Yergeau, Selectman**

**Date** \_\_\_\_\_