

**BOARD OF SELECTMEN MEETING MINUTES
TOWN OF EPPING, NEW HAMPSHIRE
March 14, 2016**



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 6:30 PM at the Epping Town Hall.

ADJOURN TO NON-PUBLIC 91:A:3 II. (b)(e) hiring; litigation

Motion by Selectman Gauthier to adjourn to Non-Public Session. Seconded by Selectman McGeough. Motion carried 4-0. Roll call vote was taken and carried unanimously. Selectman Dwyer arrived late.

Motion by Chairman Gauthier 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

SEAL NON-PUBLIC MINUTES

Motion by Selectman Jordan to seal the non-public minutes of March 14, 2016. Seconded by Selectman Dwyer. Motion carried 5-0.

MINUTES

Minutes from February 29, 2016 was submitted for approval.

Motion by Selectman Dwyer to accept the minutes of February 29, 2016. Seconded by Selectman Jordan. Motion carried 4-0. Selectman McGeough abstained.

SIGNING OF PAYROLL MANIFEST

Payroll manifest for pay period ending 3/10/2016 in the amount of \$93,138.26 was submitted for approval.

Motion by Selectman Dwyer to approve the payroll manifest for pay period ending 3/11/2016 in the amount of \$93,138.26. Seconded by Selectman Jordan. Motion carried 5-0.

SIGNING OF ACCOUNTS PAYABLE MANIFEST

Accounts payable manifest for week ending 3/11/2016 at \$886,664.54; \$800,000 for the school, and \$86,664.54 for the town was submitted for approval.

Motion by Selectman Dwyer to approve the Accounts Payable Manifest for week ending 3/11/2016 at 886,664.54. 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 Yergeau. Motion carried 5-0.

Vice Chairperson

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

Exeter Area Chamber of Commerce

Town Administrator Gregory C. Dodge - Exeter Area Chamber of Commerce.

Lamprey Regional Cooperative

Public Works Director Dennis Koch - Lamprey Regional Cooperative.

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

Budget Committee

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

Alternate Budget Committee

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

Recreation Commission

Motion by Selectman Dwyer to nominate Selectman Gauthier as representative to the Recreation Commission. Seconded by Selectman McGeough. 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.

Motion by Selectman Dwyer to nominate Selectman Yergeau as alternate representative to the Historical Commission. Seconded by Selectman Jordan. 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 Dwyer to nominate Selectman Gauthier as oversight to Water & Sewer. Seconded by Selectman Jordan. Motion carried 5-0.

Stump Dump, Recycling & Transfer Station Oversight

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

Highway Oversight

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

RECREATION

Purchase Order to Olde School Renovations Brentwood, LLC for concrete, carpentry and painting services at the Watson Academy in the amount of \$57,340 was submitted for approval. Recreation Director Nicole Bizzaro explained that this will be the end of the grant.

Motion by Selectman Dwyer to approve the purchase order to Olde School Renovations Brentwood, LLC for concrete, carpentry and painting services at the Watson Academy in the amount of \$57,340. Seconded by Selectman Jordan. Motion carried 5-0.

Recreation Director Nicole Bizzaro reviewed the changes on the waiver portion of the Participant Information Form. This covers liability and has been reviewed by the town attorney.

Motion by Selectman Dwyer to approve the changes to the waiver portion of the Participant Information Form. Seconded by Selectman Jordan. Motion carried 5-0.

Pay rate increase for Margart Weaver as Lead Staff in the amount to \$.75 was submitted for approval. Recreation Director Nicole Bizzaro explained that her yearly increase of \$.50 was missed in September. She would like to make the increase to \$.75 to make up the difference for the past 6 months. This money comes from the revolving fund and not taxes.

Motion by Selectman Dwyer to approve the pay rate increase for Margart Weaver as Lead Staff in the amount to \$.75. Seconded by Selectman Jordan. Motion carried 5-0.

Recreation Director Nicole Bizzaro requested permission to use the highway staff during the basketball court relocation project. Chairman Gauthier asked if the Planning Board have approved the plans. Mrs. Bizzaro thought she should come before the board first to ask about using the highway staff. The Outdoor Recreation Fund will be used to pay for the new basketball court. Mrs. Bizzaro will come back to the Board of Selectmen after she goes to Planning Board.

Recreation Director Nicole Bizzaro announced that April 15, 16 and 17th will be "Town Clean Up Day". Trash bags and gloves will be available at the town hall, library and Watson Academy. Public Works has agreed to pick up the road side bags on Monday the 18th. Mrs. Bizzaro has a list of roads from last year that need to be picked up. The Selectman added a few more roads to the list.

Epping Resident for 30 years, Bob Bean has concerns regarding the new basketball court. He suggested using that space for other uses such as a playground, picnic area or more parking. If it's used for these purposes, parents will be there for their children. Right now the basketball court is used for a hangout, fighting, and trash is thrown out. There is all sorts of noise, profanity and drug deals coming from the courts as soon as the snow melts. The courts are supposed to close at dusk and if he calls the police to complain he worries about retribution. Recreation Director Nicole Bizzaro understands his concerns and has spoken to young residents herself. Because of the "Land Heritage Grant" money that was used to build the basketball court and tennis court, a change of use cannot be made. Discussion continued regarding lights, police and cameras.

Motion by Selectman Jordan to have Town Administrator Gregory C. Dodge investigate the cost of security cameras on the roof of the SAU building aiming the cameras at the tennis and basketball courts. Seconded by Selectman Jordan. Motion carried 5-0.

TOWN CLERK SOFTWARE

Purchase Order to Business Management Systems Inc. (BMSI) for new cemetery management software in the amount of \$1,195 was submitted for approval.

Motion by Selectman Dwyer to approve the purchase order to Business Management Systems Inc. (BMSI) for new cemetery management software in the amount of \$1,195. Seconded by Selectman Jordan. Motion carried 5-0.

FIRE

Request to Hire Jessica Leader, Tiffany Pickering and Michael Pitts as part time FF/EMT's at \$7.25 an hour was submitted for approval.

Motion by Selectman Dwyer to approve the hiring of Jessica Leader, Tiffany Pickering and Michael Pitts as part time FF/EMT's at \$7.25 an hour pending background checks. Seconded by Selectman Jordan. Motion carried 5-0.

EPPING AUTO SALVAGE

Epping Auto Salvage and Epping Auto Sales application for automotive recycling dealer registration was submitted for signature.

Motion by Selectman Jordan to authorized Chairman Gauthier to sign the document on behalf of the Board of Selectmen. Seconded by Selectman Jordan. Motion carried 5-0.

COMSTAR

Comstar write-offs and transfer to collection in the amount of \$94,104.65 was submitted for approval. Write-offs for residents totaled \$48,375.99, transfers to collections for non-residents totaled \$43,465.87 and other write offs totaled \$2,262.79. Selectman Jordan reported on the Comstar meeting he attended.

Motion by Selectman Dwyer to approve the Comstar write-offs and transfer to collection in the amount of \$94,104.65. Seconded by Selectman Jordan. Motion carried 5-0.

RAFFLE PERMIT

Raffle Permit for the Exeter Junior Baseball and Softball League to sell raffle tickets at Market Basket on March 26 and or April 7th and 14th was submitted for approval. Market Basket has given their permission. Tickets are \$5.00 for 1, \$10.00 for 3 tickets to win 4 Red Sox Tickets, 1 Suite for 18 to the Fisher Cats or 1 Ipad Air. The drawing will be held on June 18th at Currier Field in Exeter.

Motion by Selectman Dwyer to approve a Raffle Permit for the Exeter Junior Baseball and Softball League to sell raffle tickets at Market Basket on March 26 and or April 7th and 14th. Seconded by Selectman Jordan. Motion carried 5-0.

ELDERLY DEFERRAL

2016 Elderly and Disabled Tax Deferral Application for Gladys Parker, 47 Water Street, map and lot 029-212 in the amount of \$1,421.51 was submitted for approval.

Motion by Selectman Dwyer to approve a 2016 Elderly and Disabled Tax Deferral Application for Gladys Parker, 47 Water Street, map and lot 029-212 in the amount of \$1,421.51. Seconded by Selectman Jordan. Motion carried 5-0.

VETERAN CREDITS

Surviving Spouse Veterans Credit for Claudia Guist map and lot 015-001-003 and Veterans Credit for John Chicoine at map and lot 002-005, James Michaels at map and lot 023-128, William Kalil at map and lot 036-016 and Raymond DeJoy at map and lot 033-042 was submitted for approval.

Motion by Selectman Dwyer to approve the Surviving Spouse Veterans Credit for Claudia Guist map and lot 015-001-003 and Veterans Credit for John Chicoine at map and lot 002-005, James Michaels at map and lot 023-128, William Kalil at map and lot 036-016 and Raymond DeJoy at map and lot 033-042. Seconded by Selectman Jordan. Motion carried 5-0.

ADMINISTRATION

Purchase Order to Certified Computer Solutions for 3 Workstation Replacements in the amount of \$5,855.01 was submitted for approval.

Motion by Selectman Dwyer to approve the purchase order to Certified Computer Solutions for 3 Workstation Replacements in the amount of \$5,855.01. Seconded by Selectman McGeough. Motion carried 5-0.

CORRESPONDENCE & REPORTS

ADMINISTRATOR'S REPORT

Town Administrator Gregory C. Dodge presented a Highway Grant Agreement from the Police Department meant for a signature.

Motion by Selectman Dwyer to have Chairman Gauthier sign the Highway Grant Agreement for the Board of Selectmen. Seconded by Selectman Jordan. Motion carried 5-0.

Town Administrator Gregory C. Dodge explained that Planning Board Phyllis McDonough met with a software representative that demonstrated how to track permits and inspections. He is coming back on March 24 to review the information again if the Selectmen would like to attend. The presentation will be at 10 AM. If the any of the Selectmen would like to attend please let Mr. Dodge know.

Town Administrator Gregory C. Dodge reported that the 8 new banners purchased by the 275th Birthday Committee have received positive feedback. The discussion to purchase more banners at \$200 a piece was tabled to talk to the 275th Birthday Committee and discuss their budget. New bunting for the Town Hall will be purchased.

Town Administrator Gregory C. Dodge announced a Recount on Article 19 on Monday the 21st at 6:30. The Selectmen, Moderator, and Clerk need to be present. Joyce Blanchard will be appointed as the Moderators Assistant.

Town Administrator Gregory C. Dodge had a meeting with TD Bank North and Finance Director Lisa Fogg regarding charge cards. Mr. Dodge tried to use his charge card from Citizens Bank and he had issues with it. More than one charge card has been issued to various departments, this way one charge card per department can be distributed and tracked better through finance.

Motion by Selectman McGeough to change charge cards from Citizens Bank to TD Bank North. Seconded by Selectman Dwyer. Motion carried 5-0.

Town Administrator Gregory C. Dodge discussed Class VI roads. The police department cannot enforce Class VI road signs unless the town has an ordinance. Police Chief Michael Wallace has drafted an ordinance with Stingy River Road named as a VI road. Mr. Dodge wanted to know if the Board of Selectman wants ALL VI roads in the ordinance. Stingy River Road has been posted but there are 10 Class VI roads and 19 more signs are needed to post them all.

Motion by Selectman Jordan to order 19 more signs to post on all VI roads. Seconded by Selectman Dwyer. Motion carried 5-0.

Town Administrator Gregory C. Dodge publicized the Adult Dance held at the American Legion by the 275th Birthday Committee. The dance will be held Friday, March 18th from 7 AM – 11 PM. You can buy tickets at the door for \$6.00 a piece and still donate to the raffle table.

Town Administrator Gregory C. Dodge informed the board that the Sheriff's Department is going to bring some Trustee's to Epping to pick up garbage along Coffin and Fogg Road. They will be supervised with personnel from the jail. This will correlate with Recreation Director Nicole Bizzaro's road clean up. She has a list of roads from last year with roads Red Oak Hill, Railroad Ave, Mast Road and St. Laurent added.

INDIVIDUAL SELECTMEN'S REPORTS

Selectman McGeough

Selectman McGeough stated his concern regarding the light on Route 125 at the Coffin Road and Fogg Road crossing. Traffic is going in all directions. Selectman Dwyer discussed how long the light is. Town Administrator Gregory C. Dodge explained when Walmart was first built the developer had an agreement with the state for "protected" lights, which means that the lights match through Route 125. Now the agreement no longer stands the lights are "unprotected". Mr. Dodge has tried to have the state change them but the state won't. Selectman Dwyer explained that he has spoken to Chairman of the Planning Board Joe Foley regarding meeting with Rockingham Planning Commission, Epping Town Planner Brittany Howard and Planning Department Phyllis McDonough. They would like to address the outdated traffic study with

the Department of Transportation and the State Representatives. Discussing Route 125 increased traffic, the lights and the rail trail being used as a crosswalk will be on the agenda.

Selectman Yergeau

No Report

Selectman Jordan

Selectman Jordan thanked the voters who voted for him and who came out to vote.

Selectman Dwyer

Selectman Dwyer explained about meeting with the Rockingham Planning Commission. He is also discussing with Mr. Foley the Capital Improvement Plan and the Master Plan. The last time the Master Plan was done was in 2007.

Selectman Gauthier

Selectman Gauthier congratulated Selectman Jordan and Dwyer for winning the vote, it was a “nail biter”.

Selectman Gauthier spoke in response of a residents request regarding the possibility of adding a four way stop at the Depot, Jenness and Mill Pond Road intersection. When cars are coming off the highway, they are going too fast. Police Chief Michael Wallace is looking into having stop signs there and will attend the next Selectmen’s meeting to discuss this.

Selectman Gauthier wondered if the town has heard any more information regarding the road closure of the bridge over Route 101. The “Little Buddy” sign should be used when the road is closed. Selectman Gauthier suggested writing a letter again stating that the board still does not agree with the closure. He would rather see a one lane bridge in use with a light, even though that might cost more for the state. Selectman Jordan is concerned with the on call time if emergency vehicles need to reach Epping residents. The fire engines are not small trucks to cross the high speed lanes with.

Motion by Selectman Dwyer to send a letter to the State of New Hampshire Department of Transportation to find out the date of the bridge construction along with scheduling a preconstruction meeting in reference to our emergency personnel and stating that the Board of Selectmen are still not happy regarding the decision to close the bridge. Seconded by Selectman Jordan. Motion carried 5-0.

ADJOURN

Motion by Selectman Dwyer to adjourn the meeting. Seconded by Selectman Yergeau. Motion carried 5-0.

Meeting was adjourned at 8:15 PM.

Respectfully submitted,

Joyce Blanchard
Executive Secretary

Tom Gauthier, Selectman

James P. McGeough, Selectman

Mike Yergeau, Selectman

Tom Dwyer, Selectman

Bob Jordan, Selectman

Date _____