

**BOARD OF SELECTMEN MEETING MINUTES  
TOWN OF EPPING, NEW HAMPSHIRE  
March 28, 2016**



**ATTENDANCE**

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

**CALL TO ORDER**

Chairman Gauthier called the public session to order at 6:15 PM at the Epping Town Hall.

**ADJOURN TO NON-PUBLIC 91:A:3 II. (b)(c) (e); hiring, reputation, 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.**

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

**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 Dwyer to seal the non-public minutes of March 28, 2016. Seconded by Selectman Yergeau. Motion carried 4-0.**

**MINUTES**

Minutes from March 14, 2016 was submitted for approval.

**Motion by Selectman Dwyer to accept the minutes of March 14, 2016. Seconded by Selectman McGeough. Motion carried 4-0.**

**SIGNING OF ACCOUNTS PAYABLE MANIFEST**

Accounts payable manifest for week ending 3/25/2016 and 3/28/2016 at \$1,030,620.75 and \$84,256.61; \$800,000 for the school, \$52,288.54 for the Fire Truck, \$50,000 for Warrant Articles, \$128,332.21 for the town and \$84,256.61 for Prospect Cemetery was submitted for approval.

**Motion by Selectman Dwyer to approve the Accounts Payable Manifest for week ending 3/25 and 28/2016 at \$1,114,877.36. Seconded by Selectman Yergeau. Motion carried 4-0.**

## **SIGNING OF PAYROLL MANIFEST**

Payroll manifest for pay period ending 3/24/2016 in the amount of \$100,509.06 was submitted for approval.

**Motion by Selectman Dwyer to approve the payroll manifest for pay period ending 3/24/2016 in the amount of \$100,509.06. Seconded by Selectman Yergeau. Motion carried 4-0.**

## **BUSINESS**

### **POLICE**

Police Chief Michael Wallace addressed the letter from Captain Jason Newman regarding Spur Road. At present, there are yield signs installed on both ends of Spur Road. On the northbound section of Spur Road, motorists have to cross the lane on Old Nottingham Road to travel west. Captain Newman would like to avoid any potential accidents by installing stop signs at the ends of Spur Road.

**Motion by Selectman Dwyer to install two stop signs on the ends of Spur Road. Seconded by Selectman Yergeau. Motion carried 4-0.**

Police Chief Michael Wallace explained that he was not in favor of installing a four way stop at the Depot Road and Jenness Road intersection. There has only been 9 accidents in 10 years with 3 injuries and none have them has been about the lack of stop signs. He does recommend that the trees are trimmed to clear the site view. Resident Cliff Cray sent in a letter stating his opposing view regarding the 4 way stop intersection.

**Motion by Selectman Dwyer to recommend that the Board of Selectmen listen to the Police Chief Michael Wallace concerning the 4 way stop at the Depot Road and Jenness Road intersection. Seconded by Selectman Yergeau. Motion carried 4-0.**

## **RECREATION**

Request for approval to hire Samantha Seal for Summer Camp and After School Program Director at \$16.00 an hour was submitted for approval.

**Motion by Selectman Dwyer to approve the request for approval to hire Samantha Seal for Summer Camp and After School Program Director at \$16.00 an hour pending background check. Seconded by Selectman Yergeau. Motion carried 4-0.**

## **FINANCE**

MS-232 Voted Appropriations report to the Department of Revenue was submitted for signature. This form is used by the state to set the tax rate in October.

**Motion by Selectman Dwyer to approve the MS-232 Voted Appropriations report to the Department of Revenue for signature. Seconded by Selectman Yergeau. Motion carried 4-0.**

## **TOWN CLERK**

MS-123 Report of Town Officials for the Department of Revenue was submitted for signature. This form notifies the state who the Elected and Appointed officials are in the Town of Epping.

**Motion by Selectman Dwyer to approve the MS-123 Report of Town Officials for the Department of Revenue. Seconded by Selectman Yergeau. Motion carried 4-0.**

## **ABATEMENTS**

Abatement recommendations for Robert Webber, 176 Exeter Road (Star Speedway), map and lot 038-009 in the amount of \$13,797.30 for 2014 and \$14,165.83 for 2015 was submitted for approval. There was also a Report of Settlement from the NH Board of Tax and Land Appeals and a settlement agreement through Commercial Property Tax Management, LLC to sign.

**Motion by Selectman Dwyer to approve the abatements and agreements for Robert Webber at 176 Exeter Road, map and lot 038-009. Seconded by Selectman Yergeau. Motion carried 4-0.**

Abatement for Beech Hill Mobile Homes, owner of the property at 85 Coffin Road #12 in the amount of \$437.43 was submitted for approval. The abatement is for half the interest on the 2012-2015 tax liens.

**Motion by Selectman Dwyer to approve abating 50% the interest on 85 Coffin Road #12. Seconded by Selectman Yergeau. Motion carried 4-0.**

## **VETERAN CREDIT**

Veteran Credit for Donald Mains, Map and Lot 028-062-002 was submitted for approval.

**Motion by Selectman Dwyer to approve the Veteran Credit for Donald Mains, Map and Lot 028-062-002. Seconded by Selectman McGeough. Motion carried 4-0.**

## **ELDERLY EXEMPTIONS**

Elderly Exemption for Donna Seidel, Map and Lot 023-039-C17-A and Ida Virgue at Map and Lot 029-270 was submitted for approval.

**Motion by Selectman Dwyer to approve the Elderly Exemptions for Donna Seidel, Map and Lot 023-039-C17-A and Ida Virgue at Map and Lot 029-270. Seconded by Selectman Yergeau. Motion carried 4-0.**

## **TIMBER TAX**

Timber Tax Levy for Patterson Real Estate on Shirking Road, Map and Lot 035-026 in the amount of \$136.14 and Jerry Thayer on Dimond Hill Road, Map and Lot 011-015 + 016 in the amount of \$160.81 was submitted for approval.

**Motion by Selectman Dwyer to approve the Timber Tax Levy for Patterson Real Estate on Shirking Road, Map and Lot 035-026 in the amount of \$136.14 and Jerry Thayer on Dimond Hill Road, Map and Lot 011-015 + 016 in the amount of \$160.81. Seconded by Selectman Yergeau. Motion carried 4-0.**

## **SALARY INCREASE**

**Motion by Chairman Gauthier to approve 3% increases for all town employees except as specified by special agreement. All increase to become effective April 1, 2016. Seconded by Selectman Dwyer. Motion carried 4-0.**

## **EC CITY SYSTEMS**

Town Administrator Gregory Dodge commented on a demonstration he and Selectman Tom Dwyer attended this past week here at Town Hall with Phyllis McDonough and Brittany Howard and representatives from EC Systems. The software demonstrated gives people the ability to apply for permits (building, driveway, etc.) on line. Primary use will be for the building department however the Town will have the ability to add other permit applications (large assembly, facility use, etc.) at a future date. Selectman Dwyer also commented on the demonstration and said it will be easier to track permits and add notations to the file, etc. Each permit will have an additional fee of \$5.00 which goes to EC Systems. There will be no cost to the Town the first year and a minimal cost to use it going forward which is \$30-\$60 per month. Chairman Gauthier asked if this should go through the Planning Board and Administrator Dodge said that it was a function of Town Government and their approval was not necessary but he would speak with Planning Board Chairman Joe Foley.

**Motion by Selectman Dwyer to move forward with EC Systems. Seconded by Selectman Yergeau. Motion carried 4-0.**

## **ADMINISTRATION**

### **CORRESPONDENCE & REPORTS**

#### **ADMINISTRATOR'S REPORT**

Town Administrator Gregory C. Dodge brought forward a purchase order to Atlantic Recycling for a new compactor to be used at the Transfer station in the amount of \$21,310. The old compactor will be used as a spare.

**Motion by Chairman Gauthier to table the purchase order until we know if there is a warranty on the compactor and how long the warranty is for. Seconded by Selectman McGeough. Motion carried 4-0.**

Town Administrator Gregory C. Dodge received a letter from the Richard A. Mitchell Post No. 51 requesting a change on a post at the DAR Park. They would like to change the post from saying Lebanon to Lebanon/Granada. The Legion will pay for the change.

**Motion by Chairman Gauthier to table the request while we have some questions answered. Seconded by Selectman Yergeau. Motion carried 4-0.**

Town Administrator Gregory C. Dodge announced that the Recount Board met on Article 19 and the count of the ballots were 490 yes and 489 no. The recount was posted as required. The 5 days to challenge the count has passed.

Town Administrator Gregory C. Dodge stated that the 275<sup>th</sup> Birthday Bash Dance was a success and made \$700. Thank you to all the vendors that donated raffles and to the people that supported the dance.

## **INDIVIDUAL SELECTMEN'S REPORTS**

### **Selectman McGeough**

Selectman McGeough publicized the school Murder Mystery that will be held on April 2 at Middle School Gym.

### **Selectman Yergeau**

Selectman Yergeau spoke to the Public Works Director Dennis Koch and Road Supervisor David Reinhold to make a schedule of replacement vehicles and equipment for projected cost purposes so appropriate funds can be raised.

Town Administrator Gregory C. Dodge spoke with Charlie Goodspeed requesting a set of plans for the sidewalks on Main, Elm and Cate Street. The plans should be ready soon.

### **Selectman Jordan**

Excused

### **Selectman Dwyer**

Selectman Dwyer thanked Town Administrator Gregory C. Dodge for organizing the road clean up with the Rockingham House Corrections. Mast Road had a lot of tires on the side of the road for pick up and looked great. Mr. Dodge suggested people call in if they know of a road that needs to be picked up. Recreation will be having a cleanup day also.

Selectman Dwyer also announced the Murder Mystery that will be held April 2<sup>nd</sup> at the Middle School Gym.

Selectman Dwyer reported that some street lights on Route 125 need to be improved. Department of Transportation should to be notified.

### **Selectman Gauthier**

Selectman Gauthier announced the "Epping of Yesterday" program will be held April 8, 7PM here at the Town Hall in the upstairs auditorium. This is hosted by the Historical Society featuring "Pictures and Stories of Old Houses" in Epping. The evening is free and open to the public.

Selectman Gauthier suggested that the Rockingham House Corrections be contacted again and have the Trustees rake and clean the DAR Park. Town Administrator Gregory C. Dodge commented that the DPW will be mowing and taking care of the town's yard work.

Selectman Gauthier stated that the road sweeper will be in town the week before the parade.

Selectman Gauthier wanted to know what happened to the quarterly meetings with the County Commissioners.

**ADJOURN**

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

Meeting was adjourned at 7:50 PM.

**Respectfully submitted,**

**Joyce Blanchard  
Executive Secretary**

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**Tom Gauthier, Selectman**

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**James P. McGeough, Selectman**

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**Mike Yergeau, Selectman**

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**Tom Dwyer, Selectman**

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