

**BOARD OF SELECTMEN MEETING MINUTES
TOWN OF EPPING, NEW HAMPSHIRE
November 21, 2016**



ATTENDANCE

Chairman Tom Gauthier; Selectmen Bob Jordan, Tom Dwyer and Mike Yergeau; Town Administrator Gregory C. Dodge; Executive Secretary Joyce Blanchard; Selectmen Susan McGeough 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 7, 2016 Selectmen's meeting was submitted for approval.

Motion by Selectman Dwyer to accept the minutes of November 7, 2016. Seconded by Selectman Jordan. Motion carried 4-0.

SIGNING OF PAYROLL MANIFEST

Payroll manifest for pay period ending 11/17/2016 in the amount of \$100,649.92 was submitted for approval.

Motion by Selectman Dwyer to approve the payroll manifest for pay period ending 11/17/2016 in the amount of \$100,649.92. Seconded by Selectman Jordan. Motion carried 4-0.

SIGNING OF ACCOUNTS PAYABLE MANIFEST

Accounts payable manifest for week ending 11/18/2016 at \$394,901.43, \$250,000 for the Harvey Land and \$144,901.43 for the town was submitted for approval.

Motion by Selectman Dwyer to approve the Accounts Payable Manifest for week ending 11/18/2016 at \$394,901.43. Seconded by Selectman Jordan. Motion carried 4-0.

PRESENTATION – Citations

Chairman Gauthier with Lieutenant Vetter and Police Chief Wallace presented Officer Donald Ross and State Trooper Christopher Prenaveau a citation for saving a life. On October 14th a 55 year old male was found to be unconscious and not breathing in the Epping Walmart. Off Duty State Trooper Prenaveau administered chest compressions assisted by a shopper. Officer Ross and Trooper Prenaveau applied the defibrillator to

the patient where two shocks were administered. Soon after a pulse was established. Epping ambulance arrived and the patient was transported to Exeter Hospital. The Board of Selectman commends these officers for their actions that saved a life. The patient, Brian Nelson thanked everyone for saving his life.

BUSINESS

FIRE

Request to hire Paul St. Cyr as a Full Time Firefighter and EMT at \$18.60 an hour was submitted for approval. Fire Chief Donald DeAngelis gave a brief background introduction on Mr. St. Cyr. Chief DeAngelis explained that Mr. St. Cyr works PT for the town. As he has done a background check with Epping, Mr. St. Cyr will be starting on Thanksgiving Day if approved.

Motion by Selectman Dwyer to approve the hiring of Paul St. Cyr as a Full Time Firefighter and EMT as \$18.60 an hour. Seconded by Selectman Jordan. Motion carried 4-0.

Purchase Orders to Green Mountain Communications for 10 Portable Radio's in the amount of \$21,628.38, Bergeron Protective Clothing for 3 sets of Fire Gear and clothing in the amounts of \$4,601.84 and \$6,821.48 and Beltronics for an alert replacement and speaker box in the amount of \$8,575.07 was submitted for approval.

Motion by Selectman Dwyer to approve the purchase orders to Green Mountain Communications for 10 Portable Radio's in the amount of \$21,628.38, Bergeron Protective Clothing for 3 sets of Fire Gear and clothing in the amounts of \$4,601.84 and \$6,821.48 and Beltronics for an alert replacement and speaker box in the amount of \$8,575.07. Seconded by Selectman Jordan. Motion carried 4-0.

Chairman Gauthier reminded the Fire Chief that any account that needs to be encumbered should be taken care of soon.

COMSTAR

Comstar write-offs for residents only total \$71,813.98, transfers to collections for non-residents for a total of \$48,319.91 and other write offs total \$5,051.55 with a grand total of \$125,185.44 was submitted for approval.

Motion by Selectman Dwyer to approve the Comstar write-offs for residents totaling \$71,813.98, transfers to collections for non-residents for \$48,319.91 and other write offs total \$5,051.55 with a grand total of \$125,185.44. Seconded by Selectman Jordan. Motion carried 4-0.

DPW

Purchase Order to Lang's Corner Garage Inc. for a Sander/spreader in the amount of \$5,454 was submitted for approval.

Motion by Selectman Dwyer to approve the purchase order to Lang's Corner Garage Inc. for a Sander/spreader in the amount of \$5,454. Seconded by Selectman Jordan. Motion carried 4-0.

ABATEMENTS

Abatements for Marjorie Burt at map and lot 023-039-001-C in the amount of \$250 and Bernard Horrocks at map and lot 023-039-029-A in the amount of \$931.25 was submitted for approval.

Motion by Selectman Jordan to approve the abatements for Marjorie Burt at map and lot 023-039-001-C in the amount of \$250 and Bernard Horrocks at map and lot 023-039-029-A in the amount of \$931.25. Seconded by Selectman Dwyer. Motion carried 4-0.

MUNICIPAL ASSESSMENT DATE

2016 Equalization Municipal Assessment Data Certificate that needs to be send to the State of New Hampshire was submitted for approval.

Motion by Selectman Dwyer to approve the 2016 Equalization Municipal Assessment Data Certificate. Seconded by Selectman Jordan. Motion carried 4-0.

RECREATION

Request to hire Ashley Nichols as a Before and After School Program Staff member at \$9.00 an hour and Lindsay Lesiczka for a Youth Sports Program Staff at \$10 at hour was submitted for approval.

Motion by Selectman Dwyer to approve the hiring of Ashley Nichols as a Before and After School Program Staff member at \$9.00 an hour and Lindsay Lesiczka for a Youth Sports Program Staff at \$10 at hour. Seconded by Selectman Jordan. Motion carried 4-0.

Recreation resignation from Jennifer Bergeron was submitted for approval.

Motion by Chairman Gauthier to accept the resignation for Jennifer Bergeron. Seconded by Selectman Dwyer. Motion carried 4-0.

TRANSFER HOURS

Town Administrator Gregory C. Dodge explained that Christmas and New Year's fall on a Sunday with the Employee Holiday on Monday. Suggestion for hours open and closed over the Holiday Weekends was requested.

Motion by Selectman Dwyer to have the Transfer Station Holiday hours as follows: Dec. 24th 9am-1pm, Dec 25th closed, December 31st 9am-4pm, Jan 1st closed. Seconded by Selectman Jordan. Motion carried 4-0.

BUDGET APPROVAL

Town Administrator Gregory C. Dodge asked the Board of Selectmen to approve the 2017 Budget. As of now the budget was approved to send to the Budget Committee only.

Motion by Selectman Dwyer to table the approval of the 2017 Budget and wait for a full Board of Selectmen for a decision. Seconded by Selectman Jordan. Motion carried 4-0. Discussion continued.

Motion by Selectman Dwyer to remove from the table the previous motion. Seconded by Selectman Jordan. Motion carried 4-0.

Motion by Selectman Dwyer to approve the 2017 Town Budget. Seconded by Selectman Jordan. Motion carried 4-0.

CORRESPONDENCE & REPORTS

ADMINISTRATOR'S REPORT

Town Administrator Gregory C. Dodge explained that a new law has expanded the Veteran's Credit. The estimated amount that would impact the town with additional Veteran applicants would be \$58,000. Chairman Gauthier read the warrant article that needs to go before the voters for approval.

Shall the town 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 not 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 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 selectmen or the assessors by April 15 of the tax year.

Motion by Selectman Dwyer to approve having this article on the town warrant. Seconded by Selectman Jordan. Motion carried 4-0.

Town Administrator Gregory C. Dodge asked if the Board of Selectmen was interested in having a warrant article for town fireworks, establishing a capital reserve fund funded with \$10,000. Chairman Gauthier would like to add "in surplus" to the warrant article. This should also be a Selectman's warrant article.

Motion by Selectman Dwyer to add a warrant article establishing a capital reserve fund of \$10,000 for town fireworks. Seconded by Selectman Jordan. Motion carried 4-0.

Town Administrator Gregory C. Dodge asked for clarification regarding going forward with a warrant article for the Recreation/Gym/Shelter. Is the Board of Selectmen interested in creating a warrant article? After discussing bond issues and lack of time to promote the warrant article it was the consensus of the board to not go forward with a warrant article.

Town Administrator Gregory C. Dodge will have the new numbers for the sidewalks in two weeks.

Town Administrator Gregory C. Dodge announced that the Recreation Blue bus is on sale by the bid process. The bid is due in the Selectmen's office on December 9th.

Town Administrator Gregory C. Dodge wished the Board of Selectmen and those at home a Happy Thanksgiving.

INDIVIDUAL SELECTMEN'S REPORTS

Selectman McGeough

Excused

Selectman Yergeau

Selectman Yergeau wished everyone a Happy Thanksgiving and a good holiday!

Selectman Jordan

Selectman Jordan wished everyone a Happy Thanksgiving and a great holiday!

Selectman Dwyer

Selectman Dwyer said Happy Thanksgiving to the Board of Selectmen and the citizens at home.

Selectman Dwyer asked for an update regarding the possibility of using the Trustees for trash pick up through town. Town Administrator Gregory C. Dodge will check on that.

Selectman Gauthier

Selectman Gauthier wished everyone a Happy Thanksgiving.

Selectman Gauthier would like the surplus on Warrant Articles be looked into.

Selectman Dwyer asked about the Tax Deeding procedure. Town Administrator Gregory C. Dodge explained that he recently attended a training along with Executive Secretary Joyce Blanchard. The Tax Collector Erika Robinson has been to a recent training also. Mr. Dodge briefly described the process that we need to start using for tax deeding. The town DPW can be used to secure properties and monies recovered from the sale to pay for that. Discussion continued.

Town Administrator Gregory C. Dodge explained that there is a tree blocking access to a property that the town recently took for tax deed. A volunteer has offered to take down the tree, but Mr. Dodge hasn't been to the property to look at it yet.

Motion by Selectman Dwyer to allow the volunteer to take down the tree at Town Administrator Gregory C. Dodge discretion. Seconded by Selectman Jordan. Motion carried 4-0.

ADJOURN

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

Meeting was adjourned at 7:45 PM.

Respectfully submitted,

Joyce Blanchard
Executive Secretary

Tom Gauthier, Selectman

Mike Yergeau, Selectman

Tom Dwyer, Selectman

Bob Jordan, Selectman

Date _____