

**BOARD OF SELECTMEN MEETING MINUTES
TOWN OF EPPING, NEW HAMPSHIRE
November 7, 2016**



ATTENDANCE

Chairman Tom Gauthier; Selectmen Susan, 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 7:00 PM at the Epping Town Hall.

PLEDGE ALLEGIANCE TO THE FLAG

Chairman Gauthier congratulated the Epping High School Boys Varsity Soccer Team for winning the Division 4 State Championship. It was the first time in high school history.

MINUTES

Minutes from the November 7, 2016 Selectmen's meeting was submitted for approval.

Motion by Selectman Jordan to accept the minutes of November 7, 2016. Seconded by Selectman Yergeau. Motion carried 5-0.

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 5-0.

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 5-0.

BUSINESS

DPW – HIRE AND SNOW PLOW CONTRACT

Request to hire Carmine Federico as a full time DPW laborer/driver at \$15.00 an hour was submitted for approval.

Motion by Selectman Dwyer to approve the hiring of Carmine Federico as a full time DPW laborer/driver at \$15.00 an hour. Seconded by Selectman Jordan. Motion carried 5-0.

Request to hire Elizabeth Brown as a PT attendant at the Transfer Station at \$12.75 an hour was submitted for approval.

Motion by Selectman Dwyer to approve the hiring of Elizabeth Brown as a PT attendant at the Transfer Station at \$12.75 an hour. Seconded by Selectman Jordan. Motion carried 5-0.

Snow removal contract agreement with LCB Transport Inc. was submitted for approval. The rate will be \$100 an hour with a 10 hour min. @ \$50 an hour per a 2 week period. This will be in effect from 12/01/16 – 4/01/2017. This will be a second truck from LCB Transport.

Motion by Selectman Jordan to approve the contract agreement with LCB Transport Inc. for a second truck. Seconded by Selectman Dwyer. Motion carried 5-0.

The Highway Budget and Revolving Fund was reviewed and changes explained. Selectman Dwyer would like a new bid on the sidewalk continuing on Main Street.

RECREATION

Request to hire Taylor Limoli as Jr. Staff After School Program at \$8.00 an hour was submitted for approval. Ms. Limoli is the niece of Michele Murphy in the Town Clerk's Office.

Motion by Selectman Jordan to approve the hiring of Taylor Limoli as Jr. Staff After School Program at \$8.00 with a waiver of the Nepotism Policy. Seconded by Selectman Dwyer. Motion carried 5-0.

Resignation Employee from Samantha Morison was submitted for approval.

Motion by Chairman Gauthier to accept the resignation for Samantha Morison with regrets. Seconded by Selectman Jordan. Motion carried 5-0.

7:30 ROBERT GRAHAM – OLD CUMBERLAND FARMS

Joe Coronati passed out the sidewalk design and grading plans for the site where the old Cumberland Farms is located, at 86 Calef Highway, map and lot 029-286. The plan is for Kennebunk Savings Bank. The sidewalk will connect those at the Eppicenter to the crossing signal at the intersection. To do that some of the town's property will need to be used and disturbed and permission is needed from the Board of Selectmen to go forward. The plan will be in front of the Planning Board this Thursday.

Motion by Selectman Jordan to allow the construction of the sidewalk, grading and drainage in the town's right of way. Seconded by Selectman Dwyer. Motion carried 5-0.

ETV

Resignation from Johnathan Frost as a TV operator for ETV was submitted for approval.

Motion by Chairman Gauthier to approve the resignation from Johnathan Frost as a TV operator for ETV with regrets. Seconded by Selectman Dwyer. Motion carried 5-0.

Purchase Order to Dell for a Mobile Workstation not to exceed \$2,100 was submitted for approval. ETV operator Glenn Frederick explained the old laptop is 4 years old and showing memory failure. It will not run the editing software that is needed.

Motion by Selectman Dwyer to approve the purchase order to Dell for a Mobile Workstation not to exceed \$2,100. Seconded by Selectman Yergeau. Motion carried 5-0.

WATSON

The 5 year Stewardship Agreement from the LCHP program was finalized and submitted for approval.

Motion by Selectman Dwyer to approve the Stewardship Agreement giving the Town Administrator Gregory C. Dodge permission to sign the Agreement on the Board of Selectmen's behalf. Seconded by Selectman Jordan. Motion carried 5-0.

FINAL 2017 BUDGET

Please see the attached memo regarding the budget changes for 2017.

Motion by Selectman Dwyer to forward the 2017 Town Budget to the Budget Committee. Seconded by Selectman McGeouh. Motion carried 5-0.

FIRE

Fire Chief Donald DeAngelis reported the fire panel shut off during a power outage and never came back on. It will cost \$2,000-\$3,000 to replace but it is an emergency repair. All the electrical wiring should be checked as the compressor recently broke.

Motion by Chairman Gauthier to replace the fire panel. Seconded by Selectman Jordan. Motion carried 5-0.

Fire Chief Donald DeAngelis updated the board about the station radios that are broken. The staff are using cell phones for messages as the pagers don't work due to a Rockingham County Dispatch problem. There is a bid being finalized for the radios but the speakers won't work with the new radios. A bid for new speakers will need to be completed also.

Chairman Gauthier questioned the request for reimbursement that the town received from a mutual aid call from East Kingston. Comstar usually processes those and asks for a refund.

Motion by Selectman Dwyer to instruct Comstar to request a reimbursement for the Town of E. Kingston for the amount specified in the letter. Seconded by Selectman Jordan. This motion was not

acted on as Finance Director Lisa Fogg will call Comstar to inquire on the correct method to process this reimbursement.

Discussion regarding residents cashing reimbursement checks that should be going to the Fire Department. Fire Chief Donald DeAngelis explained the problem and the potential and need of another company handling the billing.

TIMBER TAX

Timber Tax Levy to SELT-Brian Hart for property off of North River Road, map and Lots 011-013+014 in the amount of \$1,109.39 was submitted for approval.

Motion by Selectman Jordan to approve the Timber Tax Levy to SELT-Brian Hart for property off of North River Road, map and Lots 011-013+014 in the amount of \$1,109.39. Seconded by Selectman Dwyer. Motion carried 5-0.

BENCH PLACEMENT

A list regarding the best placement for a bench was submitted that was donated from the McPhee Family to the Town of Epping.

Motion by Selectman McGeough to place the bench out front of the Safety Complex. Seconded by Selectman Yergeau. Motion carried 5-0.

CONSERVATION APPOINTMENTS

Appointments to the Conservation Commission for Elizabeth Wilson and Sarah Brennan for 3 year terms was submitted for approval.

Motion by Selectman Dwyer to approve the Appointments to the Conservation Commission for Elizabeth Wilson and Sarah Brennan for 3 year terms. Seconded by Selectman McGeough. Motion carried 5-0.

ENERGY CONTRACT – NEIGHBORHOOD ENERGY, LLC

Neighborhood Energy, LLC (formally known as White Columns) contract for 1 year or 2 years was submitted for approval. Discussion followed with Town Administrator Gregory C. Dodge explaining the past savings.

Motion by Selectman Dwyer to approve the 2 year contract with Neighborhood Energy, LLC. Seconded by Selectman Jordan. Motion carried 5-0.

CONSERVATION – GRANT AGREEMENT

Town Administrator Gregory C. Dodge explained the grant that the Conservation Commission has applied for. The Board of Selectmen accepted the grant as requested by law.

Motion by Selectman Dwyer to approve the Conservation Commission grant and giving permission to Town Administrator Gregory C. Dodge permission to sign the paperwork. Seconded by Selectman Yergeau. Motion carried 5-0.

COMSTAR

Tabled until the next meeting. Selectman Dwyer has an issue with the amounts billed. Finance Director explained the policy will need to be changed. Discussion followed.

2016 TAX WARRANT

Tax Warrant for second issue of 2016 in the amount of \$8,998,576.42 (Eight Million, Nine Hundred and Ninety Eight, Five Hundred and Seventy Six Dollars and Forty Two Cents was submitted for approval.

Motion by Selectman Dwyer to approve the Tax Warrant for second issue of 2016 in the amount of \$8,998,576.42 (Eight Million, Nine Hundred and Ninety Eight, Five Hundred and Seventy Six Dollars and Forty Two Cents. Seconded by Selectman Jordan. Motion carried 5-0.

Selectman Dwyer explained the decision of buying down the tax rate and there will not be a tax increase. Chairman Gauthier added that this has been a good budget, tight but all the departments made it work. Town Administrator Gregory C. Dodge explained the tax bills are in the mail tomorrow and will be due December 9th, at a flat tax rate.

CORRESPONDENCE & REPORTS

ADMINISTRATOR'S REPORT

Town Administrator Gregory C. Dodge said the voting is at the Epping M-S Gym from 8am-7pm. If you are in line to vote at closing, you will be allowed to vote. Voting Day is expected to be very busy so please be patient. All 5 of the Selectmen will be there all day.

Town Administrator Gregory C. Dodge asked the Board to review the Warrant Articles that were ready. These can be renumbered at some point, but as of now Article 8 was changed from \$15,000 to \$10,000 for the Town Hall Improvement Trust Fund. The Highway Equipment Fund was increased from \$15,000 to \$25,000. The Landfill Closure Fund will be taken off this year. The Watson Academy Repairs and Recreation Facilities Funds will stay at \$10,000. The Main Street Sidewalk amount needs to be relooked at and will need a new amount. The Highway Truck Lease will stay the same but the Public Safety Facilities and Equipment Fund will need to be reworded.

INDIVIDUAL SELECTMEN'S REPORTS

Selectman McGeough

No report

Selectman Yergeau

No Report other than, "see you at voting"!

Selectman Jordan

Selectman Jordan asked everyone to vote, it's your right!

Selectman Dwyer

Selectman Dwyer asked if the Town could use the Trustee's to pick up Mast Road again. He would like to see the town mow the road sides one more time before winter. Please don't forget to vote tomorrow. If anyone is working at the School, please use the big parking lot.

Selectman Gauthier

Selectman Gauthier asked everyone to please vote.

ADJOURN

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

Meeting was adjourned at 8:40 PM.

Respectfully submitted,

**Joyce Blanchard
Executive Secretary**

Tom Gauthier, Selectman

James P. McGeough, Selectman

Mike Yergeau, Selectman

Tom Dwyer, Selectman

Bob Jordan, Selectman

Date _____