

**BOARD OF SELECTMEN MEETING MINUTES
TOWN OF EPPING, NEW HAMPSHIRE
April 24, 2017**



ATTENDANCE

Chairman Tom Gauthier; Selectmen Bob Jordan, Tom Dwyer, and Michael Yergeau; Town Administrator Gregory C. Dodge; Executive Secretary Joyce Blanchard; Adam Munguia was excused.

CALL TO ORDER

Chairman Tom Gauthier called the public session to order at 6:30 PM at the Epping Town Hall.

ENTER IN TO NON-PUBLIC 91:A:3 II. (b) Hiring

Motion by Selectman Gauthier to enter in to Non-Public Session. Seconded by Selectman Jordan. Motion carried 4-0. Roll call vote was taken and carried unanimously.

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

PUBLIC SESSION

Chairman Gauthier called the public session to reconvene at 7:00 PM at the Epping Town Hall.

PLEDGE ALLEGIANCE TO THE FLAG

MINUTES

Minutes from the April 10, 2017 Selectmen's meeting was submitted for approval.

Motion by Selectman Dwyer to accept the minutes of April 10, 2017. Seconded by Selectman Jordan. Motion carried 4-0.

SIGNING OF PAYROLL MANIFEST

Payroll manifest for pay period ending 4/20/2017 in the amount of \$102,388.77 was submitted for approval.

Motion by Selectman Dwyer to approve the payroll manifest for pay period ending 4/20/2017 in the amount of \$102,388.77. Seconded by Selectman Jordan. Motion carried 4-0.

ACCOUNTS PAYABLE MANIFEST

Accounts payable manifest for week ending 4/20/2017 at \$1,191,692.25; 1,000,000 for the school and \$191,692.25 for the town was submitted.

Motion by Selectman Dwyer to approve the payroll manifest for pay period ending 4/20/2017 in the amount \$1,191,692.25. Seconded by Selectman Jordan. Motion carried 4-0.

BUSINESS

DPW

Purchase Order to Meridian Land Services to redesign North Main Street/North River Road and North River Road/Fogg Road intersections in the amount of \$4,000 was submitted for approval. Discussion regarding the design, W&S replacing pipes, and time frame of the project occurred.

Motion by Selectman Dwyer to approve the purchase order to Meridian Land Services to redesign North Main Street/North River Road and North River Road/Fogg Road intersections in the amount of \$4,000. Seconded by Selectman Jordan. Motion carried 4-0.

Purchase Order to Talco Sweeping Service to sweep roads for 14 hours in the amount of \$1,470 was submitted for approval. Road Supervisor Dave Reinhold explained that the roads will be swept at night before the parade. The town will publicize the date before this happens.

Motion by Selectman Dwyer to approve the purchase order to Talco Sweeping Service to sweep roads for 14 hours in the amount of \$1,470. Seconded by Selectman Jordan. Motion carried 4-0.

RECREATION

Request to promote Marlee Scott to the new position of full time Assistant Director of Parks & Recreation at \$15.50 per hour was submitted for approval. Recreation Director Nicole Bizzaro explained the hiring procedure she followed.

Motion by Selectman Dwyer to approve the request to promote Marlee Scott to the new position of full time Assistant Director of Parks & Recreation at \$15.50 per hour. Seconded by Selectman Jordan. Motion carried 4-0.

7:15 AUDITOR'S REPORT

Tamara Roberts from Roberts & Greene, PLLC reviewed the 2016 yearly Audit with the Board of Selectmen and answered their questions. The Board thanked her for a timely report.

FIRE

Purchase Order to Industrial Protection Services for a battery/fan and a cutter for the Jaws of Life in the amount of \$10,080 was submitted for approval.

Motion by Selectman Jordan to approve the purchase order to Industrial Protection Services for a battery/fan and a cutter for the Jaws of Life in the amount of \$10,080. Seconded by Selectman Dwyer. Motion carried 4-0.

Purchase Order to Hampton Technical Services for a new phone system for the Police and Fire Departments in the amount of \$22,713.50 was submitted for approval.

Motion by Selectman Dwyer to approve the purchase order to Hampton Technical Services for a new phone system for the Police and Fire Departments in the amount of \$22,713.50. Seconded by Selectman Jordan. Motion carried 4-0.

Promotion for part-time Lieutenants Peter Newcomb, Mike Floyd and Amanda LaRochelle and Steve LaRochelle to the position of Captain was submitted for approval. The LaRochelle's were hired prior to the nepotism policy.

Motion by Selectman Dwyer to approve the promotions for part-time Lieutenants Peter Newcomb, Mike Floyd and Amanda LaRochelle and for Steve LaRochelle to the position of Captain. Seconded by Selectman Jordan. Motion carried 4-0.

POLICE

Purchase Order to Irwin Automotive Group for a 2017 Ford utility vehicle in the amount of \$28,387 was submitted for approval.

Motion by Selectman Jordan to approve the purchase order to Irwin Automotive Group for a 2017 Ford utility vehicle in the amount of \$28,387. Seconded by Selectman Dwyer. Motion carried 4-0.

Purchase Order to Adamson Industries Corp. for the cruiser outfit and installation in the amount of \$12,276.65 was submitted for approval.

Motion by Selectman Jordan to approve the purchase order to Adamson Industries Corp for the cruiser outfit and installation in the amount of \$12,276.65. Seconded by Selectman Dwyer. Motion carried 4-0.

Purchase Order to Motorola Solutions Inc. for the Cruiser Radio in the amount of \$3,178.02 was submitted for approval.

Motion by Selectman Dwyer to approve the purchase order to Motorola Solutions Inc. for the Cruiser Radio in the amount of \$3,178.02. Seconded by Selectman Jordan. Motion carried 4-0.

Purchase Order to Haywood Associates for the cruiser computer and installation in the amount of \$5,171.06 was submitted for approval.

Motion by Selectman Dwyer to approve the purchase order to Haywood Associates for the cruiser computer and installation in the amount of \$5,171.06. Seconded by Selectman Jordan. Motion carried 4-0.

FINANCE

Form MS-535 for 2017 was submitted for approval. Finance Director Lisa Fogg explained that this was a state form reporting the numbers from the auditor.

Motion by Selectman Dwyer to approve the form MS-535 for 2017 for the state. Seconded by Selectman Jordan. Motion carried 4-0.

7:30 COMPUTER4VETS

Epping resident Mark Grimshaw explained his non-profit organization that helps give Veterans and their family's computer systems who cannot afford them. Mr. Grimshaw pays to throw away the monitors out of his own pocket and is hoping for some financial relief from the Town of Epping at the transfer station by waiving the \$5.00 per monitor. A lengthy discussion took place regarding cost to the town, regulating the use, setting a precedence and this being a noble cause.

Motion by Selectman Jordan to sell/give 3 Transfer Station punch cards for the price of one (\$50) with written instructions on the back to Computer4Vets and for monitors only. Seconded by Selectman Dwyer. Motion carried 4-0.

TOWN HALL USAGE

Rental of Town Facilities for Pearson Way Condo Association on May 23, 2017 7PM-8PM for 16 people was submitted for approval.

Motion by Selectman Dwyer to approve the Rental of Town Facilities for Pearson Way Condo Association on May 23, 2017 7PM-8PM for 16 people. Seconded by Selectman Jordan. Motion carried 4-0.

VETERAN CREDITS

Veteran Credits for William Portalla at map and lot 024-068, Stephen Nickerson at map and lot 017-053, John Conway at map and lot 036-015-001-020, Mark Hassenpflug at map and lot 020-037, Shelden Parent at map and lot 014-014-026. Serge Laprise at map and lot 024-037-026, Robert Mannini at map and lot 036-015-001-033 and Gregory Morin map and lot 029-160 was submitted for approval.

Motion by Selectman Dwyer to approve the Veteran Credits for William Portalla at map and lot 024-068, Stephen Nickerson at map and lot 017-053, John Conway at map and lot 036-015-001-020, Mark Hassenpflug at map and lot 020-037, Shelden Parent at map and lot 014-014-026. Serge Laprise at map and lot 024-037-026, Robert Mannini at map and lot 036-015-001-033 and Gregory Morin at map and lot 029-160. Seconded by Selectman Jordon. Motion carried 5-0.

ETV

Request to hire Jon Cahill as an ETV operator at \$7.25 was submitted for approval. This candidate is the son-in-law of Glen Frederick but the nepotism policy is not an issue as they will be working as equals.

Motion by Selectman Dwyer to approve the hiring of Jon Cahill as an ETV operator at \$7.25. Seconded by Selectman Jordon. Motion carried 5-0.

INTENT TO CUT

Intent to Cuts for Jeffrey Munafo at map and lot 002-004, Michael Fecteau at map and lots 029-199/200/200-001 and Erica Martel (Applehurst) at maps and lot 002-009/001-001 was submitted for approval.

Intent to Cuts for Jeffrey Munafo at map and lot 002-004, Michael Fecteau at map and lots 029-199/200/200-001 and Erica Martel (Applehurst) at maps and lot 002-009/001-001. Seconded by Selectman Jordon. Motion carried 5-0.

COMSTAR

Comstar write offs for residents only in the amount of \$62,204.50, transfers to collections or non-residents in the amount of \$55,607.43 and other write offs in the amount of \$2,766.86 totaling \$118,578.79 was submitted for approval.

Motion by Selectman Jordan to approve of the Comstar write offs for residents only in the amount of \$62,204.50, transfers to collections or non-residents in the amount of \$55,607.43 and other write offs in the amount of \$2,766.86 totaling \$118,578.79. Seconded by Selectman Dwyer. Motion carried 4-0.

CORRESPONDENCE & REPORTS

ADMINISTRATOR'S REPORT

Town Administrator Gregory C. Dodge

Town Administrator Gregory C. Dodge announced that Recreation and the DPW were sponsoring a "Town Wide Clean-up" on May 5, 6 + 7. Blue trash bags, gloves and maps for roads to clean can be picked up at the Town Hall, Library and Watson Academy.

Town Administrator Gregory C. Dodge explained that the Town Hall will be closed July 3 & 4th. The staff will be taking earned time for the 3rd. The Selectmen will be meeting Monday to sign the manifest only. Due to the holiday the taxes will be due on Monday, July 10th.

Town Administrator Gregory C. Dodge publicized the Police – "Drug Take Back Day", this Saturday the 29th at 10-2. If anyone has any unwanted meds please bring them to the Police Station.

Town Administrator Gregory C. Dodge said a recent Epping resident, Roy Judd had passed away in Florida. He had been on multiple town boards and an Epping business man owning Judd Farms. Mr. Dodge sent his condolences to the family.

INDIVIDUAL SELECTMEN'S REPORTS

Selectman Munguia

Excused

Selectman Yergeau

Selectman Yergeau announced an extension until June for the master plan survey. The survey will help with the planning of the future of Epping. Please go onto the Town of Epping website and log on to the survey. It takes about 10 minutes to complete.

Selectman Jordan

Selectman Jordan expressed his condolences to the Rodier family regarding the loss of Deputy Chief Richard Rodier's father.

Selectman Dwyer

No Report

Selectman Gauthier

No Report

ADJOURN

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

Meeting was adjourned at 8:05 PM.

Respectfully submitted,

**Joyce Blanchard
Executive Secretary**

Tom Gauthier, Chairman

Tom Dwyer, Selectman

Bob Jordan, Selectman

Michael Yergeau, Selectman

Date _____