

**BOARD OF SELECTMEN MEETING MINUTES
TOWN OF EPPING, NEW HAMPSHIRE
August 14, 2017**



ATTENDANCE

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

CALL TO ORDER

Chairman Tom 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 July 31, 2017 Selectmen's meeting was submitted for approval.

Motion by Selectman Jordan to accept the minutes of July 31, 2017. Seconded by Selectman Yergeau. Motion carried 4-0.

PAYROLL MANIFEST

Payroll manifest for pay period ending 8/10/2017 in the amount of \$124,367.19 was submitted for approval.

Motion by Selectman Yergeau to approve the payroll manifest for pay period ending 8/10/2017 in the amount \$124,367.19. Seconded by Selectman Munguia. Motion carried 4-0.

ACCOUNTS PAYABLE MANIFEST

Accounts payable manifest for week ending 8/10/2017 in the amount of \$1,135,601.68; \$1,000,000 for the school and \$135,601.68 for the Town was submitted for approval.

Motion by Selectman Jordan to approve the accounts payable manifest for period ending 8/10/2017 in the amount of \$1,135,601.68; \$1,000,000 for the school and \$135,601.68 for the Town. Seconded by Selectman Yergeau. Motion carried 4-0.

BUSINESS

POLICE

Purchase Order to Patrol PC for 6 E-ticketing equipment and installation in the amount of \$8,096 was submitted for approval. Police Chief Michael Wallace explained the vendor is who the state uses. A matching grant is being used to defray the total cost.

Motion by Selectman Jordan to approve the purchase order to Patrol PC for 6 E-ticketing equipment and installation in the amount of \$8,096. Seconded by Selectman Munguia. Motion carried 4-0.

Purchase Order to AAA Police Supply for ammunition in the amount of \$3,926 was submitted for approval. Police Chief Michael Wallace explained that this is a budgeted item. The price is higher than last year as the price of metal has increased.

Motion by Selectman Jordan to approve the purchase order to AAA Police Supply for ammunition in the amount of \$3,926. Seconded by Selectman Munguia. Motion carried 4-0.

Chief Michael Wallace announced the retirement of Sean Gallagher. He has worked for the Town of Epping for 22 years but will now join the private sector. Mr. Wallace requested permission for Mr. Gallagher to stay with the department as a Part-Time police officer.

Motion by Chairman Gauthier to approve Sean Gallagher as a part time police officer at part time compensation. Seconded by Selectman Munguia. Motion carried 4-0.

Chief Michael Wallace will be starting the hiring process.

FIRE

Purchase Order to Sugarloaf Ambulance Rescue Vehicles for a new ambulance in the amount of \$224,663 was submitted for approval. Fire Chief Donald DeAngelis explained this will be paid for through the revolving fund. The ambulance will be delivered in April or May.

Motion by Selectman Jordan to approve the purchase order to Sugarloaf Ambulance Rescue Vehicles for a new ambulance in the amount of \$224,663. Seconded by Selectman Yergeau. Motion carried 4-0.

Fire Chief Donald DeAngelis thanked Selectman Jordan and the other people who have been working on ordering this ambulance, it has taken almost a year. He would like to keep the older ambulance in the West Epping garage and it will cost approximately \$50,000 for additional equipment.

Chief DeAngelis also updated the Board regarding his overtime budget being overspent by \$2,000. The department has been short one person since the beginning of the year.

7:15 PUBLIC HEARING – UNANTICIPATED REVENUE

Town Administrator Gregory C. Dodge explained the Senate Bill 38 Local Highway Aid. \$30 Million has been distributed to the State's 234 towns for local highway aid. The Town of Epping has been awarded

\$162,218.13 to be used for additional paving projects, guard rails, bridges, equipment and etc. that is not already in the budget.

Chairman Gauthier opened the Public Hearing, as there was not any residents present, he then closed the Public Hearing.

Road Supervisor David Reinhold is interested in paving Cherokee and Pawnee Lane and Dorothy Drive along with culvert replacements with this money. Chairman Gauthier requested a list of projects listed in priority for future discussion.

Motion by Selectman Munguia to accept the Senate Bill 38 Local Highway Aid in the amount of \$162,218.13. Seconded by Selectman Jordan. Motion carried 4-0.

Road Supervisor David Reinhold requested guidance regarding paving Jacob Wells Road.

Motion by Chairman Gauthier to approve the paving of Jacob Wells Road. Seconded by Selectman Munguia. Motion carried 4-0.

Brian Golden met with the Board in an effort to finalize the Rollins Road issue where the Town has encroached onto his property (house lot). While Mr. Golden had asked the Board to accept his offer of an easement at a cost of \$12,950 the Board thought that perhaps moving the road to its original location was a more acceptable way to remedy this matter. After a lengthy discussion the Board determined that moving the road was in the Town's best interest. Mr. Golden was persistent that this needs to be done very soon.

Motion by Selectman Jordan giving permission for DPW to move the road and to make it a top priority, putting all other projects on hold and further, to use the Landry survey and plans. Seconded by Selectman Munguia. Motion carried 4-0.

Truck Lease to Municipal Leasing Credit Corporation for a 2018 International Dump Truck with plow and sander in the amount of \$105,598.03 was submitted for approval.

Motion by Selectman Dwyer to approve the Truck Lease to Municipal Leasing Credit Corporation for a 2018 International Dump Truck with plow and sander in the amount of \$105,598.03 with permission for Chairman Gauthier to sign the documents. Seconded by Selectman Munguia. Motion carried 4-0.

RECREATION

Requests to hire Kathleen Channel as a Before School Program Coordinator at \$14.00 an hour and Allison Picone as a Before School Program Lead Staff at \$10.00 an hour was submitted for approval.

Motion by Selectman Jordan to approve the requests to hire Kathleen Channel as a Before School Program Coordinator at \$14.00 an hour and Allison Picone as a Before School Program Lead Staff at \$10.00 an hour. Seconded by Selectman Yergeau. Motion carried 4-0.

EXECUTION OF TAX DEEDS

Town Administrator Gregory C. Dodge updated the Board of Selectmen the town attorney met with Tax Collector Erika Robinson and Assessing Assistant Joyce Blanchard regarding tax deeding procedures. Mr. Dodge explained there should be additional attorney involvement before going forward.

Motion by Selectman Jordan to go forward with the involvement of the town attorneys regarding the tax deeding procedure. Seconded by Selectman Yergeau. Motion carried 4-0.

POLE LICENSE PETITION

Pole License Petition for 1 new pole on Meadowbrook Drive was submitted for approval.

Motion by Selectman Jordan to approve the Pole License Petition for a new pole on Meadowbrook Drive. Seconded by Selectman Yergeau. Motion carried 4-0.

REPORTS OF CUT

Timber Tax Levy's for Richard Mallouf on 549 Calef Highway, Map and Lot 011-007 in the amount of \$847.57 and Robert Webber on 176 Exeter Road, map and lot 038-009 in the amount of \$262.48 was submitted for approval.

Motion by Selectman Jordan to approve the Timber Tax Levy's for Richard Mallouf on 549 Calef Highway, Map and Lot 011-007 in the amount of \$847.57 and Robert Webber on 176 Exeter Road, map and lot 038-009 in the amount of \$262.48. Seconded by Selectman Munguia. Motion carried 4-0.

TOWN HALL RENTAL

Rental of Town Facilities for the Civil War Round Table of NH to use the 2nd floor meeting room in the Town Hall for nine meetings in the amount of \$430 was submitted for approval.

Motion by Selectman Jordan to approve the rental of town facilities for the Civil War Round Table of NH to use the 2nd floor meeting room in the Town Hall for nine meetings in the amount of \$430. Seconded by Selectman Yergeau. Motion carried 4-0.

NOTICE OF LAND USE VIOLATION

Code Enforcement Officer Brittany Howard requested permission and signatures to serve a "Notice of Land Violation" to an Epping resident.

Motion by Selectman Yergeau to sign and send the "Notice of Land Violation". Seconded by Selectman Jordan. Motion carried 4-0.

LAND USE CHANGE TAX

Land Use Change Tax to Prescott Orchards Land Development for 49 Apple Way, Map and Lot 008-014-092 in the amount of \$8,000 was submitted for approval.

Motion by Selectman Jordan to approve the Land Use Change Tax to Prescott Orchards Land Development for 49 Apple Way, Map and Lot 008-014-092 in the amount of \$8,000. Seconded by Selectman Yergeau. Motion carried 4-0.

CORRESPONDENCE & REPORTS

ADMINISTRATOR'S REPORT

Town Administrator Gregory C. Dodge

Town Administrator Gregory C. Dodge stated the Conservation photo contest deadline is Tuesday.

Town Administrator Gregory C. Dodge requested guidance for setting the Deliberative Session Dates.

Motion by Selectman Munguia to set the Town Deliberative Session on Feb 6, 2018 and the School Deliberative Session on Feb 8, 2018. Seconded by Selectman Jordan. Motion carried 4-0.

Town Administrator Gregory C. Dodge announced the date for the Hazardous Waste Day will be October 21st in Exeter. More information will follow.

Town Administrator Gregory C. Dodge publicized the Fireworks on Saturday at the HS field at 9PM

INDIVIDUAL SELECTMEN'S REPORTS

Selectman Munguia

No Report

Selectman Yergeau

Selectman Yergeau announced the water ban has been lifted but we should conserve water whenever possible.

Selectman Jordan

Selectman Jordan thanked Sean Gallagher for all his years he has given the Town of Epping and wished him the best of luck.

Selectman Dwyer

Absent

Selectman Gauthier

Chairman Gauthier announced the Public Hearing at next meeting on August 28 for the Keefe Site. Town Administrator Gregory C. Dodge explained there will be a 20 minute power point presentation and the public hearing should take 30 minutes.

ADJOURN

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

Meeting was adjourned at 8:10 PM.

Respectfully submitted,

**Joyce Blanchard
Executive Secretary**

Tom Gauthier, Chairman

Adam Munguia, Selectman

Bob Jordan, Selectman

Michael Yergeau, Selectman

Date _____