

**BOARD OF SELECTMEN MEETING MINUTES  
TOWN OF EPPING, NEW HAMPSHIRE  
August 28, 2017**



**ATTENDANCE**

Chairman Tom Gauthier; Selectmen Tom Dwyer, Michael Yergeau and Adam Munguia; Town Administrator Gregory C. Dodge; Executive Secretary Joyce Blanchard; Selectman Jordan 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 August 14, 2017 Selectmen's meeting was submitted for approval.

**Motion by Selectman Munguia to accept the minutes of August 14, 2017. Seconded by Selectman Yergeau. Motion carried 3-1. Selectman Dwyer abstained.**

**PAYROLL MANIFEST**

Payroll manifest for pay period ending 8/24/2017 in the amount of \$135,190.63 was submitted for approval.

**Motion by Selectman Dwyer to approve the payroll manifest for pay period ending 8/24/2017 in the amount \$135,190.63. Seconded by Selectman Yergeau. Motion carried 4-0.**

**ACCOUNTS PAYABLE MANIFEST**

Accounts payable manifest for week ending 8/24/2017 in the amount of \$209,246.68 for the town was submitted for approval.

**Motion by Selectman Dwyer to approve the accounts payable manifest for period ending 8/24/2017 in the amount of \$209,246.68 for the town. Seconded by Selectman Munguia. Motion carried 4-0.**

## **BUSINESS**

### **ROLLINS ROAD**

Chairman Gauthier explained the Rollins Road situation regarding the road being built in the wrong place. Brian Golden (who was absent) is requesting an easement for his building lot as the road encroaches his property. Mr. Golden had previously submitted a bill of \$12,950 to refund monies spent on surveys, attorney fees and etc. The revised bill of \$9,090 was submitted to be reconsidered. Road Supervisor David Reinhold agreed it would cost more than that to move the road to match the original plan.

**Motion by Chairman Gauthier to reconsider the previous motion to move the road. Seconded by Selectman Munguia. Motion carried 4-0.**

Selectman Dwyer is concerned if the road is moved to where it was originally planned it would be unsafe. Selectman Munguia would like to grant the easement but the town needs to address the road placement. Selectman Yergeau agrees to the easement but wants an itemized bill and would like the road placement taken care of.

**Motion by Selectman Dwyer to approve the revised bill of \$9,090 to Seacoast Design/Build LLC and the easement contingent on Mr. Golden supplying an itemized bill. Seconded by Selectman Yergeau. Motion carried 4-0.**

### **DPW**

Road Supervisor Dave Reinhold supplied a list of roads proposed to pave with the unanticipated grant funds. The roads he choose are Pawnee Lane, Cherokee Drive, Dorothy Drive, Woodlands Drive and Main Street South. Birch Hill Road was discussed but was put on hold.

**Motion by Selectman Munguia to approve the list of roads supplied to pave; Pawnee Lane, Cherokee Drive, Dorothy Drive, Woodlands Drive and Main Street South. Seconded by Selectman Dwyer. Motion carried 4-0.**

### **7:15 KEEFE ENVIRONMENTAL SERVICE SUPERFUND SITE**

Robin Mungen was introduced as the DES Federal Sites Section Supervisor. Cheryl Sprague, the EPA New England Remedial Project Manager explained about the cleanup proposal at the Keefe Site that is now owned by the Town of Epping. There was a power point presentation along with a hand out that was reviewed. Public Hearing Officer Melissa Taylor read the rules of the Public Hearing. The Public Hearing was opened to the public. Since there was not any public interested in speaking, the Public Hearing was closed. The public has until September 13 to comment on Keefe Environmental Service Superfund Site.

## **FINANCE**

MS-535 auditors report for the state was submitted for approval.

**Motion by Selectman Dwyer to approve the MS-535 auditors report for the state giving permission to Chairman Gauthier to sign the document. Seconded by Selectman Munguia. Motion carried 4-0.**

State form MS 434 regarding revised revenues was submitted for approval.

**Motion by Selectman Dwyer to approve the State form MS 434 regarding revised revenues. Seconded by Selectman Munguia. Motion carried 4-0.**

Primex 3 year Property & Liability Program Agreement was submitted for approval.

**Motion by Selectman Dwyer to approve the Primex 3 year Property & Liability Program Agreement giving Chairman Gauthier permission to sign the document. Seconded by Selectman Yergeau. Motion carried 4-0.**

## **POLICE**

Police Chief Michael Wallace requested guidance regarding applying for a Southeast Emergency Response Team grant. The training would be at the end of September. There will be no cost to the town.

**Motion by Selectman Dwyer to approve going forward and apply for the Southeast Emergency Response Team grant. Seconded by Selectman Munguia. Motion carried 4-0.**

**Motion by Selectman Dwyer to approve to give the gift. Seconded by Selectman Munguia. Motion carried 4-0.**

Police Chief Michael Wallace explained his department has had 3 officers suffer family loss with bereavement time. The Board sends their condolences.

## **MS-1**

MS -1 Extension Request Form to the state was submitted for approval.

**Motion by Selectman Dwyer to approve the MS -1 Extension Request Form to the state. Seconded by Selectman Yergeau. Motion carried 4-0.**

## **INTENTS TO CUT**

Notice of Intents to Cut for Sharan and Noel Moore off of Blake Road, map and lot 007-005 and Southeast Land Trust, Diamond Hill Road, maps and lots 011-013 and 005-028-001 was submitted for approval.

**Motion by Selectman Dwyer to approve the Notice of Intents to Cut for Sharan and Noel Moore off of Blake Road, map and lot 007-005 and Southeast Land Trust, Diamond Hill Road, maps and lots 011-013 and 005-028-001. Seconded by Selectman Munguia. Motion carried 4-0.**

## **LAMPREY RIVER ADVISORY COMMITTEE**

Joe Foley requested to be reappointed to the Lamprey River Advisory Committee representing the Town of Epping. There are 3 more openings on the Committee if anyone in Epping is interested in the program.

**Motion by Selectman Dwyer to approve Joe Foley reappointment on the Lamprey River Advisory Committee. Seconded by Selectman Munguia. Motion carried 4-0.**

## **CORRESPONDENCE & REPORTS**

### **ADMINISTRATOR'S REPORT**

#### **Town Administrator Gregory C. Dodge**

Town Administrator Gregory C. Dodge explained there will be a DOT Public Hearing on Monday 9/18/17 in Kingston regarding the statewide 10 year Transportation Improvement Program. Mr. Dodge is interested in attending. Chairman Gauthier and Selectman Dwyer would like to attend. The budget review meeting scheduled for the 18<sup>th</sup> will be rescheduled to the 19<sup>th</sup>.

Town Administrator Gregory C. Dodge said the Police Department has suggested "Trick or Treat" to be on October 31, 5-7 PM.

**Motion by Selectman Dwyer to approve "Trick or Treat" to be held on October 31, 5-7 PM. Seconded by Selectman Munguia. Motion carried 4-0.**

Town Administrator Gregory C. Dodge informed the Board that he received a letter from Comcast stating it is renewal time. We should have a Telecommunications Committee formed going forward.

Town Administrator Gregory C. Dodge stated the State of NH Division of Motor Vehicles will be implementing a new software program on Oct 6 & Oct 10. The Clerk's office will be closed Monday for Columbus Day along with Oct 10<sup>th</sup>. On Friday, Oct. 6<sup>th</sup> the Clerk's office will be open for limited services, no registrations.

Town Administrator Gregory C. Dodge announced the date for the Hazardous Waste Day will be October 21<sup>st</sup> in Exeter 8-1 PM. More information is on the web site or available at the Selectmen's Office.

Town Administrator Gregory C. Dodge publicized the Town Hall being closed Monday, September 4<sup>th</sup>.

Town Administrator Gregory C. Dodge told the board the budget reviews will start September 19<sup>th</sup>.

Town Administrator Gregory C. Dodge thanked Joyce Blanchard for organizing the Town Fireworks on the 19<sup>th</sup>. It was a great show and all the feedback has been positive.

### **INDIVIDUAL SELECTMEN'S REPORTS**

#### **Selectman Munguia**

Selectman Munguia agreed the fireworks was a great show.

Selectman Munguia encouraged residents to read the Keefe Environmental Services Superfund Site information and respond by September 13 if you wish.

**Selectman Yergeau**

Selectman Yergeau announced the water ban is no longer in effect, but please be conservative.

Selectman Yergeau stated there is a vacant seat on the Water and Sewer Board until March if anyone would like to apply. The Water and Sewer Board will choose the applicant.

**Selectman Jordan**

Absent

**Selectman Dwyer**

No Report

**Selectman Gauthier**

Chairman Gauthier is concerned about parking on Route 27 during the Halloween Howler at Star Speedway. He would like to make sure the police have been involved with the plans.

Chairman Gauthier cautioned residents regarding school starting next week, be careful driving with the buses on the road and kids on the street.

**ADJOURN**

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

Meeting was adjourned at 8:25 PM.

**Respectfully submitted,**

**Joyce Blanchard  
Executive Secretary**

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**Tom Gauthier, Chairman**

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**Adam Munguia, Selectman**

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**Tom Dwyer, Selectman**

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**Michael Yergeau, Selectman**

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