

**BOARD OF SELECTMEN MEETING MINUTES
TOWN OF EPPING, NEW HAMPSHIRE
August 13, 2018**



ATTENDANCE

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

CALL TO ORDER

Chairman Munguia called the public session to order at 6:30 pm at the Epping Town Hall.

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

Motion by Chairman Jordan to enter in to Non-Public Session. Seconded by Selectman Belanger. Motion carried 5-0. Roll call vote was taken and carried unanimously.

Motion by Selectman Belanger to exit the Non-Public Session. Seconded by Selectman Jordan. Motion carried 5-0.

PUBLIC SESSION

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

PLEDGE ALLEGIANCE TO THE FLAG

NON-PUBLIC MINUTES

Motion by Selectman Dwyer to accept the non-public minutes from August 13, 2018. Seconded by Selectman Jordan. Motion carried 5-0.

MINUTES

Minutes from the July 30, 2018 Selectmen's meeting was submitted for approval.

Motion by Selectman Dwyer to accept the minutes of July 30, 2018. Seconded by Selectman Belanger. Motion carried 3-0-2. Selectmen Jordan and Yergeau abstained.

PAYROLL MANIFEST

Payroll manifest for pay period ending 8/9/2018 in the amount of \$122,356.50 was submitted for approval.

Motion by Selectman Dwyer to approve the payroll manifest for pay period ending 8/9/2018 in the amount of \$122,356.50. Seconded by Selectman Jordan. Motion carried 5-0.

ACCOUNTS PAYABLE MANIFEST

Accounts payable manifest for week ending 8/9/2018 at \$1,152,694.27; \$1,000,000 is for the school and \$152,694.27 is for the town was submitted for approval.

Motion by Selectman Dwyer to approve the accounts payable manifest for period ending 8/9/2018 at \$1,152,694.27. Seconded by Selectman Jordan. Motion carried 5-0.

BUSINESS

POLICE

Police Chief Michael Wallace presented a letter of resignation from Sean Gallagher as a part time patrolman. Mr. Gallagher retired from full-time in September.

Motion by Selectman Dwyer to accept the letter of resignation from Sean Gallagher with regrets. Seconded by Selectman Jordan. Motion carried 5-0.

RECREATION

Request for approvals to hire Rachel Martin, Madison Murphy and MacKenzie Newman as Junior After School Program Staff at \$8.50 per hour were submitted for approval. MacKenzie Newman and Madison Murphy are both related to other town employees but will not be working in the same department.

Motion by Selectman Dwyer to approved the hiring of hire Rachel Martin, Madison Murphy and MacKenzie Newman as Junior After School Program Staff at \$8.50 per hour with the stipulation to waive the nepotism clause. Seconded by Selectman Jordan. Motion carried 5-0.

Recreation Director Nicole Bizzaro updated the board regarding the theater program and the lease. The insurance amounts did not match with what the town offers. Mr. Kanib has accepted the town's insurance numbers and will be drafting a new lease. Mrs. Bizzaro requested Town Administrator Gregory C. Dodge be able to sign the lease as time is limited and a theater program starts soon.

Motion by Selectman Dwyer to approve having Town Administrator Gregory C. Dodge sign the lease with the insurance amounts changed on behalf of the board. Seconded by Selectman Belanger. Motion carried 5-0.

ENERGY CONTRACT

A contract from Constellation NewEnergy Inc. was submitted for approval. Town Administrator Gregory C. Dodge reported the savings the town has made using an electricity supply company. The 3 year contract expires in November and Mr. Dodge recommends signing a new 3 year contract with Constellation NewEnergy.

Motion by Selectman Dwyer to approve the contract from Constellation NewEnergy Inc. having Chairman Munguia sign the contract. Seconded by Selectman Belanger. Motion carried 5-0.

SANSOUCY CONTRACT

The general consulting contract by George Sansoucy for the Granite Bridge Project was submitted for approval. Town Administrator Gregory C. Dodge met with Mr. Sansoucy last week. Discussion regarding the RFP, restrictions, number of hours included and time frame for this project continued. Selectman Dwyer suggested Attorney Ratigan review the contract with a meeting including Chairman Munguia and Town Administrator Gregory C. Dodge.

ASSESSING REVIEWS

Mobile Home Property Review and Condominium Property Review Information was submitted by Scott Marsh the town contracted assessor.

Motion by Selectman Jordan to approve the Mobile Home Property Review and Condominium Property Review information. Seconded by Selectman Dwyer for discussion.

Town Administrator Gregory C. Dodge explained these numbers are needed for the MS-1 which is used by the state to set the tax rate in October. Selectman Dwyer clarified these assessments are not part of the town wide assessing and was done with a separate contract with MRI. Letters to the owners will be sent out.

Motion by Selectman Dwyer to approve the Mobile Home Property Review and Condominium Property Review information. Seconded by Selectman Jordan. Motion carried 5-0.

MS-1 EXTENSION

MS-1 Extension for the State of New Hampshire was submitted for approval. The Utility values from the state and assessor are not available.

Motion by Selectman Jordan to approve the MS-1 Extension for the State of New Hampshire. Seconded by Selectman Dwyer. Motion carried 5-0.

YIELD TAX

Doomage Timber Tax Levy for William Goodison of 125 Epping LLC in the amount of \$18.00 was submitted for approval.

Motion by Selectman Belanger to approve the Doomage Timber Tax Levy for William Goodison of 125 Epping LLC in the amount of \$18.00. Seconded by Selectman Jordan. Motion carried 5-0.

TAX ABATEMENT

Tax Abatement for Milton Trenholm for the first tax bill in the amount of \$1,481.50 plus 18.02 interest was submitted for approval. Mr. Trenholm was approved for an elderly exemption after the tax bills were created.

Motion by Selectman Dwyer to approve the Tax Abatement for Milton Trenholm for the first tax bill in the amount of \$1,481.50 plus 18.02 interest. Seconded by Selectman Jordan. Motion carried 5-0.

ADMINISTRATOR'S REPORT

Town Administrator Gregory C. Dodge

Town Administrator Gregory C. Dodge received a letter from the NH DOT stating the plans to add a four-way stop at the intersection of Main Street and Water Street. The equipment has been ordered and the signs will be installed soon.

Town Administrator Gregory C. Dodge requested guidance from the Board of Selectmen regarding the budget process. Is there anything they want included or excluded from the budgets? Should increases be included in the budgets? The Board would like to see a budget with 1, 2 or 3% increases to use as comparisons. Staff evaluations were discussed and Mr. Dodge will be sending a draft for the board for their review.

Town Administrator Gregory C. Dodge asked the Board to consider an extension to the RFP deadline from August 7th to August 14th. This deadline will coincide with the upcoming PUC hearings.

Motion by Selectman Dwyer to approve the RFP extension from August 7th to August 14th. Seconded by Selectman Jordan. Motion carried 5-0.

Town Administrator Gregory C. Dodge announced the Town Fireworks will be this Saturday, August 18th at 9PM, just in case, the rain date will be August 19th.

Town Administrator Gregory C. Dodge reported the Garden Club has plans for various projects around Town. They want to know if they need to come to a meeting every time they want to do something or just notify the Board. Selectman Dwyer suggested passing in a list so the board will be updated.

Town Administrator Gregory C. Dodge stated there is a Memorandum of Agreement between the Conservation Commission and the Lamprey Rivers Advisory Committee Wild and Scenic Subcommittee regarding signage and a floodplain nature trail. There are a few changes that need to be made to the agreement.

Motion by Selectman Dwyer to approve the agreement and authorize Town Administrator Gregory C. Dodge to sign the agreement when it is complete. Seconded by Selectman Belanger. Motion carried 5-0.

Town Administrator Gregory C. Dodge told the board that a tree will be planted out back of the town hall in memory of the late Selectman James McGeough. Any money left from donations would be to help sound proof the meeting room. A picnic table was given to the town earlier.

Motion by Selectman Dwyer to approve the gift of a picnic table. Seconded by Selectman Jordan. Motion carried 5-0.

Town Administrator Gregory C. Dodge shared Star Speedway's request amending the town by-laws for this weekend. If it rains on Saturday, Mr. Webber would like to be allowed to race on Sunday. Races will be over by 6 PM.

Motion by Selectman Dwyer to approve amending the town by-laws for Star Speedway this weekend. Seconded by Selectman Jordan. Motion carried 5-0.

Town Administrator Gregory C. Dodge sends his condolences to the Jordan Family.

INDIVIDUAL SELECTMEN'S REPORTS

Selectman Belanger

Selectman Belanger shared his sympathies to Bob Jordan.

Selectman Belanger addressed the town as he was just granted custody of his nephew. Mr. Belanger thanked the many Epping residents who have been helping and supporting him. He thanks God for this community and so glad he moved here.

Selectman Yergeau

Selectman Yergeau also wanted to send his condolences to Bob and his family.

Selectman Dwyer

Selectman Dwyer said his condolences to Bob, it's been 15 years for him and it's never easy.

Selectman Jordan

Selectman Jordan thanked everyone from his family, Police, Fire, Town Hall Staff and friends for all the kind words and condolences. His dad was 97, a WWII Veteran and a great man.

Selectman Jordan spoke of Engine 3 that was sold to the family that actually built the fire truck. He had pictures of what it looks like now and thanked the board for letting this happen.

Selectman Munguia

Selectman Munguia shared his heartfelt and sincere condolences to Bob and his family from his own family.

ADJOURN

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

Meeting was adjourned at 7:55 PM.

Respectfully submitted,

Joyce Blanchard
Executive Secretary

Adam Munguia, Chairman

Tom Dwyer, Selectman

Cody Belanger, Selectman

Bob Jordan, Selectman

Michael Yergeau, Selectman

Date _____