

**BOARD OF SELECTMEN MEETING MINUTES
TOWN OF EPPING, NEW HAMPSHIRE
June 19, 2017**



ATTENDANCE

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

CALL TO ORDER

Chairman Tom Gauthier called the public session to order at 6:15 PM at the Epping Town Hall.

ENTER IN TO NON-PUBLIC 91:A:3 II. (b)(2) Hiring

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

Motion by Selectman Gauthier to exit the Non-Public Session. Seconded by Selectman Yergeau. Motion carried 5-0.

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 June 5, 2017 Selectmen's meeting was submitted for approval.

Motion by Selectman Munguia to accept the minutes of June 5, 2017. Seconded by Selectman Yergeau. Motion carried 5-0.

PAYROLL MANIFEST

Payroll manifest for pay period ending 6/15/2017 in the amount of \$121,922.66 was submitted for approval.

Motion by Selectman Dwyer to approve the payroll manifest for pay period ending 6/15/2017 in the amount \$121,922.66. Seconded by Selectman Jordan. Motion carried 5-0.

ACCOUNTS PAYABLE MANIFEST

Accounts payable manifest for week ending 6/15/2017 in the amount of \$91,325.83 for the town was submitted.

Motion by Selectman Jordan to approve the accounts payable manifest for period ending 6/15/2017 in the amount of \$91,325.83. Seconded by Selectman Yergeau. Motion carried 5-0.

BUSINESS

PRESENTATION TO THE BARNES FAMILY

Chairman Gauthier read and presented Dwight Barnes with a plaque recognizing and appreciating everything Mr. Barnes and his family has done for Epping and the community. Mr. Barnes thanked all the town officials over the years that welcomed and blessed his business and family over the past years.

POLICE

Promotion

Police Chief Michael Wallace requested the appointment of Michael Prescott to Detective effective July 1, 2017. He read a short biography regarding Officer Prescott.

Motion by Selectman Dwyer to appoint Michael Prescott to Detective effective July 1, 2017 at \$21.92 per hour. Seconded by Selectman Jordan. Motion carried 5-0.

Purchase Order to Certified Computer Solution for 3 replacement computer workstations in the amount of \$5,689.17 was submitted for approval.

Motion by Selectman Dwyer to approve the purchase order to Certified Computer Solution for 3 replacement computer workstations in the amount of \$5,689.17. Seconded by Selectman Jordan. Motion carried 5-0.

Chief Wallace requested permission to donate the old computers to the Veterans.

Motion by Selectman Jordan to approve donating the unused computers after they are wiped clean. Seconded by Selectman Munguia. Motion carried 5-0.

DPW

The school is requesting the Highway Department to prepare several small areas for repaving. The cost totals \$8,000 which will be paid by the school. Permission to use town labor for an entire day is requested.

Motion by Selectman Dwyer to approve using town labor to prepare several small areas for repaving for the school. Seconded by Selectman Munguia. Motion carried 5-0.

The Ford 350 1 ton dump truck was discussed regarding fixing it to keep, fixing it to sell or trading the truck for a newer truck. The estimated repair on the truck is \$5,000. Selectman Jordan explained in detail the

issues with the truck. It was decided to have Road Supervisor David Reinhold explore the options to trade the truck as is.

7:15 EAGLE SCOUT PROJECT

Ryan Sylvain from Epping Troop #136 introduced himself and explained his service project. He has been working with the Conservation and Recreation Commissions. When he gets donations from local businesses his goal is to replace the kiosk, have 3 new picnic tables and 2 new benches. Mr. Sylvain would like to add a park sign that says, "Fox Run Park". The project will be taking place in August.

Motion by Chairman Gauthier to approve the Eagle Scout project on town property, Fox Run Park, allowing Conservation Chairman, Scott Pim to sign the approval letter for Ryan Sylvain. Seconded by Selectman Dwyer. Motion carried 5-0.

FIRE

Request for approval to hire Stephen Carvalho and Todd Nicholson as per diem Firefighters/EMTs at \$14.00 an hour was submitted for approval.

Motion by Selectman Jordan to approve the hiring of Stephen Carvalho and Todd Nicholson as per diem Firefighters/EMTs at \$14.00 an hour pending background check. Seconded by Selectman Dwyer. Motion carried 5-0.

E911 Data Operations Liaison form with Paul St. Cyr being the primary contact and Tim Labonte being the secondary contact was submitted for approval.

Motion by Selectman Dwyer to approve the E911 Data Operations Liaison form with Paul St. Cyr being the primary contact and Tim Labonte being the secondary contact giving permission to Town Administrator Gregory C. Dodge to sign the state form on the Boards behalf. Seconded by Selectman Jordan. Motion carried 5-0.

Purchase Order to State of NH DOS/NHFA for 3 Firefighters 1 class beginning July 11 in the amount of \$2,400 was submitted for approval.

Motion by Selectman Dwyer to approve the purchase order to State of NH DOS/NHFA for 3 Firefighters 1 class beginning July 11 in the amount of \$2,400. Seconded by Selectman Jordan. Motion carried 5-0.

Purchase Order to The Fire Store for 4 swift water rescue vests in the amount of \$790 was submitted for approval.

Motion by Selectman Jordan to approve the purchase order to The Fire Store for 4 swift water rescue vests in the amount of \$790. Seconded by Selectman Dwyer. Motion carried 5-0.

PARKS AND RECREATION – HIRES

Director Nicole Bizzaro recommends the following list of names to assist with the Summer Program:

RETURNING STAFF

SCOTT, Marlee - \$15.50/hr.
WEAVER, Maggie - \$12.50/hr.
BOOMHOWER, Kristin - \$12.00/hr.
DEELEUW, Carly - \$11.00/hr.
McLEOD, Kayla - \$10.00/hr.
COUTURE, Brett - \$10.00/hr.
BUSHOR, Caitryn - \$9.00 /hr.
LIMOLI, Taylor - \$8.00/hr.
LAWTON, Connor - \$8.00/hr.

NEW STAFF

GAGNON, Rebecca - \$11.50/hr. (Asst. Director)

Motion by Selectman Jordan to approve the new summer hires, the pay increases of current employees and promotions. Seconded by Selectman Dwyer. Motion carried 5-0.

LIBRARY

Rental of Town Facilities for the Green Space area behind the town hall by the library to hold a family concert on July 23rd 1-5:30 pm was submitted for approval. Michelle Hogan from the Library explained this is part of the summer reading program. There will be no fee as the area is outside.

Motion by Selectman Dwyer to approve the library holding a family concert July 23rd 1-5:30 pm in the back of the town hall. Seconded by Selectman Jordan. Motion carried 5-0.

EDUCATIONAL/CHARITABLE/RELIGIOUS EXEMPTIONS/PILOT AGREEMENT

Educational Exemptions for Amethyst Foundation and Epping Historical Society were submitted for approval.

Motion by Selectman Jordan to approve the Educational Exemptions for Amethyst Foundation and Epping Historical Society. Seconded by Selectman Dwyer. Motion carried 5-0.

Charitable Exemptions for American Legion Post #51, Rockingham Grange #183 and One Sky Community were submitted for approval.

Motion by Selectman Jordan to approve the Charitable Exemptions for American Legion Post #51, Rockingham Grange #183 and One Sky Community. Seconded by Selectman Munguia. Motion carried 5-0.

Religious Exemptions for Epping Bible Baptist Church, Epping Congregation Church, Hedding Camp Meeting Association, Providence Baptist Church, Society of Friends, Roman Catholic Bishop and St. Josephs Roman Catholic Church were submitted for approval.

Motion by Selectman Dwyer to approve the Religious Exemptions for Epping Bible Baptist Church, Epping Congregation Church, Hedding Camp Meeting Association, Providence Baptist Church, Society of Friends, Roman Catholic Bishop and St. Josephs Roman Catholic Church. Seconded by Selectman Jordan. Motion carried 5-0.

Exemption for Exeter Med Real pertaining to the PILOT agreement approved through 2019 tax year was submitted for approval.

Motion by Selectman Jordan to approve the Exemption for Exeter Med Real pertaining to the PILOT agreement approved through 2019 tax year. Seconded by Selectman Dwyer. Motion carried 5-0.

LARGE ASSEMBLY PERMIT

Large Assembly Permit for the Town of Epping fireworks on August 19th, 8-10PM at the HS fields was submitted for approval.

Motion by Selectman Dwyer to approve the Large Assembly Permit for the Town of Epping fireworks on August 19th, 8-10PM at the HS fields. Seconded by Selectman Jordan. Motion carried 5-0.

INTENT TO CUT

Intent to Cut for Diane Byrne on Dearborn Road, Map and Lot 008-004 was submitted for approval.

Motion by Selectman Jordan to approve the Intent to Cut for Diane Byrne on Dearborn Road, Map and Lot 008-004. Seconded by Selectman Yergeau. Motion carried 5-0.

Intent to Cut for Richard Mallouf on Route 125, Map and Lot 011-007 was submitted for approval.

Motion by Selectman Jordan to table the Intent to Cut for Richard Mallouf on Route 125, Map and Lot 011-007 due to Selectman Yergeau's questions regarding the tax lien list. Seconded by Selectman Yergeau. Motion carried 5-0.

RENEWAL OF JUNKYARD LICENSE

2017 application renewal of the junkyard license for Epping Auto Salvage & Auto Sales, 47 Jenness Road in the amount of \$250 was submitted for approval.

Motion by Selectman Jordan to approve the renewal of the junkyard license for Epping Auto Salvage & Auto Sales, 47 Jenness Road in the amount of \$250. Seconded by Selectman Dwyer. Motion carried 5-0.

CORRESPONDENCE & REPORTS

ADMINISTRATOR'S REPORT

Town Administrator Gregory C. Dodge

Town Administrator Gregory C. Dodge explained the July 3rd meeting will be held on June 29th as to not interrupt the holiday weekend. The meeting will be held in his office, not televised and for the purpose of signing the manifests only. Town taxes will be due July 5th.

INDIVIDUAL SELECTMEN'S REPORTS

Selectman Munguia

Selectman Munguia announced he won't be attending the June 29th meeting.

Selectman Yergeau

No Report

Selectman Jordan

No Report

Selectman Dwyer

Selectman Dwyer questioned when road side pickup, road side mowing and painting lines on the roads was going to be scheduled. Town Administrator Gregory C. Dodge answered he hasn't been able to schedule the trustees for road side pickup and the painting of roads is scheduled for August. Mr. Dodge will check with DPW regarding the road side mowing.

Selectman Gauthier

No report

ADJOURN

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

Meeting was adjourned at 7:45 PM.

Respectfully submitted,

**Joyce Blanchard
Executive Secretary**

Tom Gauthier, Chairman

Tom Dwyer, Selectman

Adam Munguia, Selectman

Bob Jordan, Selectman

Michael Yergeau, Selectman

Date _____