

**BOARD OF SELECTMEN MEETING MINUTES
TOWN OF EPPING, NEW HAMPSHIRE
March 26, 2018**



ATTENDANCE

Vice Chairman Bob Jordan; Selectman Adam Munguia, Mike Yergeau and Cody Belanger; Town Administrator Gregory C. Dodge; Executive Secretary Joyce Blanchard; Selectman Dwyer was excused.

CALL TO ORDER

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

ENTER IN TO NON-PUBLIC 91:A:3 II. (i) Emergency

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

Motion by Selectman Belanger to exit the Non-Public Session. Seconded by Selectman Munguia. Motion carried 4-0.

PUBLIC SESSION

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

PLEDGE ALLEGIANCE TO THE FLAG

PAYROLL MANIFEST

Payroll manifest for pay period ending 3/22/2018 in the amount of \$112,338.12 and \$322.95 was submitted for approval.

Motion by Selectman Mungia to approve the payroll manifest for pay period ending 3/22/2018 in the amount of \$112,338.12 and \$322.95. Seconded by Selectman Yergeau. Motion carried 4-0.

ACCOUNTS PAYABLE MANIFEST

Accounts payable manifest for week ending 3/22/2018 at \$1,393,864.96; \$1,000,000 for the school, \$294,511 for the new Ambulance and \$189,353.96 for the town was submitted for approval.

Motion by Selectman Munguia to approve the accounts payable manifest for period ending 3/22/2018 at \$1,393,864.96. Seconded by Selectman Yergeau. Motion carried 4-0.

MINUTES

Minutes from the March 12, 2018 Selectmen's meeting was submitted for approval.

Motion by Selectman Munguia to accept the minutes of March 12, 2018. Seconded by Selectman Yergeau. Motion carried 3-1. Selectman Belanger abstained.

BUSINESS

SELECTMEN ASSIGNMENTS

Chairman

Motion by Selectman Jordan to nominate and approve Selectman Munguia as Chairman to the Board of Selectmen. Seconded by Selectman Yergeau. Motion carried 4-0.

Vice-Chairman

Motion by Selectman Munguia to nominate and approve Selectman Jordan as Vice-Chairman of the Board of Selectmen. Seconded by Selectman Belanger. Motion carried 4-0.

Lamprey Regional Cooperative

Motion by Selectman Jordan to appoint Public Works Director Dennis Koch to the Lamprey Regional Cooperative. Seconded by Selectman Yergeau. Motion carried 4-0.

Alternate Lamprey Regional Cooperative

Motion by Selectmen Munguia to nominate and approve Selectman Dwyer as alternate to the Lamprey Regional Cooperative. Seconded by Selectman Jordan. Motion carried 4-0.

Conservation Commission

Motion by Selectman Munguia to nominate and approve Selectman Belanger as representative to the Conservation Commission. Seconded by Selectman Jordan. Motion carried 4-0.

Planning Board

Motion by Selectman Munguia to nominate and approve Selectman Yergeau as representative to the Planning Board. Seconded by Selectman Jordan. Motion carried 4-0.

Alternate to the Planning Board

Motion by Selectman Jordan to nominate and approve Selectman Belanger as alternate representative to the Planning Board. Seconded by Selectman Yergeau. Motion carried 4-0.

Budget Committee

Motion by Selectman Jordan to nominate and approve Selectman Munguia as representative to the Budget Committee. Seconded by Selectman Belanger. Motion carried 4-0.

Alternate to Budget Committee

Motion by Selectman Munguia to nominate and approve Selectman Belanger as alternate to the Budget Committee. Seconded by Selectman Jordan. Motion carried 4-0.

Recreation Commission

Motion by Selectman Munguia to nominate and approve Selectman Belanger as representative to the Recreation Commission. Seconded by Selectman Jordan. Motion carried 4-0.

Historical Commission

Motion by Selectman Munguia to nominate and approve Selectman Jordan as representative to the Historical Commission. Seconded by Selectman Belanger. Motion carried 4-0.

Cable TV Representative

Motion by Selectman Jordan to nominate and approve Selectman Munguia as representative to Epping Cable TV (ETV). Seconded by Selectman Belanger. Motion carried 4-0.

Fire and Police

Motion by Selectman Munguia to nominate and approve Selectman Jordan as representative to the Fire and Police Departments. Seconded by Selectman Belanger. Motion carried 4-0.

Library Representative

Motion by Selectman Munguia to nominate and approve Selectman Belanger as oversight to the Library. Seconded by Selectman Jordan. Motion carried 4-0.

Water/Sewer Oversight

Motion by Selectman Jordan to nominate and approve Selectman Yergeau as oversight to the Water and Sewer. Seconded by Selectman Belanger. Motion carried 4-0.

Highway Department, Stump Dump/Recycling Center/Transfer Station Oversight

Motion by Selectman Munguia to nominate and approve Selectman Dwyer as oversight to the Highway Department, Stump Dump/Recycling/Transfer station. Seconded by Selectman Belanger. Motion carried 4-0.

Alternate to Highway Department, Stump Dump/Recycling Center/Transfer Station

Motion by Selectman Munguia to nominate and approve Selectman Yergeau as an alternate for oversight of the Highway Department. Seconded by Selectman Jordan. Motion carried 5-0.

Town Administrator Gregory C. Dodge explained the Exeter Chamber of Commerce was taken off the list as it cost approximately \$1,000 to join and without any benefits to the Town of Epping. Joining can be done at another time if the Selectman decide too. As the Police Union negotiations are complete, that was taken off the list also.

FIRE

Purchase Order to Bergeron Protective Clothing for 4 sets of firefighting gear in the amount of \$8,187.40 was submitted for approval.

Motion by Selectman Belanger to approve the purchase order to Bergeron Protective Clothing for 4 sets of firefighting gear in the amount of \$8,187.40. Seconded by Selectman Jordan. Motion carried 4-0.

Fire Chief Donald DeAngelis announced the new ambulance arrives the 29th from New Jersey. He will be having more purchase orders to outfit the ambulance.

DPW

Public Works Director Dennis Koch explained the Clean Water State Revolving Loan Fund Application for the wastewater treatment facility improvements. The state is very pleased with Epping's progress and hopefully will forgive the loan at a higher percentage rate. Mr. Koch is requesting permission for Town Administrator Gregory C. Dodge and Finance Director Lisa Fogg to have authorization to sign any documents on behalf of the board.

Motion by Selectman Jordan giving Town Administrator Gregory C. Dodge and Finance Director Lisa Fogg authority to sign any documents needed for the loan application. Seconded by Selectman Belanger. Motion carried 4-0.

Public Works Director Dennis Koch announced the 5 towns that belong to the Lamprey Regional Solid Waste Cooperative and own the garbage truck have decided to sell the truck by the bid process. This is the truck that hauls Epping's garbage to Rochester. As the Coop is dissolving there has been discussion on the Transfer Station buying their own truck for hauling garbage. Water and Sewer would like to work with the town and buy ½ off the new truck to haul the sludge from the new wastewater treatment plant. The truck going to bid is a 2009 Volvo D-13, 10 speed with 167,114 mills. The truck may be viewed at the Epping Highway Department. Sealed bids may be sent to the Town of Stratham though May 1st.

Mr. Koch shared a letter from the State of New Hampshire Department of Environmental Services regarding the ground monitoring at the stump dump landfill. The letter states "results of the initial PFAS (polyfluoroalkyl substance in groundwater) screening, wherein PFAS were detected at the landfill monitoring wells at levels significantly exceeding AGQS (Ambient Groundwater Quality Standards) have created additional obligations on the Town's part to evaluate the off-site extent of PFAS, apparently sourced from the landfill site, in groundwater and identify and assess potential impacts to off-site private water supply wells". Mr. Koch explained what this means is the NHDES is recommending the town to start to implement a plan for closing the landfill and this is going to cost the town a lot of money. Even though the town has saved \$90,000 in reserve the price tag will be in the millions.

The Rockingham Planning Commission is seeking 1-2 municipalities interested in participating in the summers Road Surface Management System program. Mr. Koch explained this is a matching grant of \$5,000 to receive information on Epping's road systems, conditions and estimate future of maintenance costs. Charlie Goodspeed spoke in favor of applying for this grant.

Motion by Selectman Jordan to approve applying for the RPC matching grant of \$5,000. Seconded by Selectman Belanger. Motion carried 4-0.

FINANCE

State of New Hampshire Report of Appropriations form MS- 232 was submitted for approval.

Motion by Selectman Jordan to approve the State of New Hampshire Report of Appropriations form MS- 232. Seconded by Selectman Belanger. Motion carried 4-0.

Town Administrator Gregory C. Dodge explained bonds can only be applied for at the NH Bond Bank in January and June. As there is not a budget for the library addition in place the town is not ready to apply in June. The money voted on can be used for 5 years. The general concession of the board is to wait until the budget is created.

POLICE

The Police Union Collective Bargaining Agreement with the Town of Epping was submitted for approval.

Motion by Selectman Jordan to approve the Police Union Collective Bargaining Agreement with the Town of Epping. Seconded by Selectman Yergeau. Motion carried 4-0.

RECREATION

Recreation Director Nicole Bizzaro introduced a new program. She believes there is a hole in the community for performing arts since the Leddy Center closed after 43 years. Mrs. Bizzaro would like to add a theatre program to Recreation. She is meeting with the owner of the Leddy Center on Wednesday to find out if that area could be used or the stage at the Town Hall is still intact for plays. Discussion continued with Chairman Munguia being concerned with liability, background checks and saying there is a lot to consider in one night. Monique Bushor from 33 Victoria Drive is a professional photographer and in Portsmouth they pay to play. There are a lot of avenues that could be taken for all age groups and people to help. Mrs. Bizzaro reviewed how this budget could work and the new program be accomplished.

Motion by Selectman Jordan giving Recreation Director Nicole Bizzaro permission to look at the options, cost analysis, make a spreadsheet and report back to the board. Seconded by Selectman Belanger. Motion carried 4-0.

ADMINISTRATION

Purchase Order to Affinity LED Light LLC for transforming traditional street lighting to LED lighting in the amount of \$34,270.85 was submitted for approval. This was approved at the 2018 Town meeting as Article 15 and will be finished by April 6th.

Motion by Selectman Jordan to approve the purchase order to Affinity LED Light LLC for transforming traditional street lighting to LED lighting in the amount of \$34,270.85. Seconded by Selectman Belanger. Motion carried 4-0.

Purchase Order to Certified Computer Solutions to replace the server with accessories in the amount of \$9,910 was submitted for approval.

Motion by Selectman Jordan to approve the purchase order to Certified Computer Solutions to replace the server with accessories in the amount of \$9,910. Seconded by Selectman Belanger. Motion carried 4-0.

Purchase Orders to Certified Computer Solutions for the replacement of the workstation in the Building Inspectors Office in the amount of \$1,179 and wireless access point, networking switch, on/off sight image back up and security in the amount of \$2,644 were submitted for approval.

Motion by Selectman Belanger to approve the purchase orders to Certified Computer Solutions to replace the workstation in the Building Inspectors Office in the amount of \$1,179 and wireless access point, networking switch, on/off sight image back up and security in the amount of \$2,644. Seconded by Selectman Jordan. Motion carried 4-0.

POLE LICENSE

Petition and Pole License for 1 replacement pole on North River Road was submitted for approval.

Motion by Selectman Jordan to approve the Petition and Pole License for 1 replacement pole on North River Road. Seconded by Selectman Yergeau. Motion carried 4-0.

LIBRARY ADDITION

Town Administrator Gregory C. Dodge reported on the letter from the town attorney saying the town owns the Library Building and the Board of Selectmen will need to take an active part in library addition. The Library Trustees have control of what goes on inside the building. Charlie Goodspeed discussed the Building Committee already formed by the Library Trustees and if that needs to be approved by the Board of Selectman.

Motion by Selectman Jordan to ratify the forming of the Building Committee and having the Trustees report back to the Selectmen. Seconded by Selectman Yergeau. Motion carried 4-0.
This motion was not acted on and rescinded.

Library Trustee John Clark continued the discussion regarding forming a Building Committee and needing bids to go forward. The Library Trustees will be invited to the April 9th meeting to discuss the addition.

Motion by Selectman Belanger to release the attorney's letter to the Library Trustees prior to the next meeting. Seconded by Selectman Jordan. Motion carried 4-0.

FIREWORKS

Large Assembly Permit for the town fireworks to be held on August 18, 218 8pm-10pm at the School Field was submitted for approval.

Motion by Selectman Belanger to approve the Large Assembly Permit for the Fireworks to be held on August 18, 218 8pm-10pm at the School Field. Seconded by Selectman Yergeau. Motion carried 4-0.

Purchase Order to JPI Pyrotechnics for town fireworks on August 18th in the amount of \$10,000 was submitted for approval.

Motion by Selectman Belanger to approve the purchase order to JPI Pyrotechnics for town fireworks on August 18th in the amount of \$10,000. Seconded by Selectman Jordan. Motion carried 4-0.

CEMETERY

Appointments for Grace Lavoie and Paul Spidle for the office of Cemetery Trustee was submitted for approval.

Motion by Selectman Jordan to approve the appointments for Grace Lavoie and Paul Spidle for the office of Cemetery Trustee. Seconded by Selectman Belanger. Motion carried 4-0.

CONSERVATION

Appointment for Benjamin Bade for the office of Conservation Commission was submitted for approval.

Motion by Selectman Jordan to approve the appointment for Benjamin Bade for the office of Conservation Commission. Seconded by Selectman Belanger. Motion carried 4-0.

INTENT TO CUTS

Intent to Cuts for Southeast Land Trust of NH on Dimond Hill Road, map and lot 11-13 and for William Goodison on Calef Highway, map and lot 030-042 was submitted for approval.

Motion by Selectman Jordan to approve the Intent to Cut for Southeast Land Trust of NH on Dimond Hill Road, map and lot 11-13 and for William Goodison on Calef Highway, map and lot 030-042. Seconded by Selectman Yergeau. Motion carried 4-0.

MINUTES

Non-public minutes from March 27, 2017 regarding New Lane were submitted to unseal.

Motion by Selectman Jordan to approve the unsealing of the non-public minutes from March 27, 2017. Seconded by Selectman Yergeau. Motion carried 4-0.

ADMINISTRATOR'S REPORT

Town Administrator Gregory C. Dodge

Town Administrator Gregory C. Dodge brought forward a Rental of Town Facilities form for Sean Morrison on April 27, 2018 5 PM-7:30 PM in the auditorium to hold a Career Fair. Mr. Morrison requested a waiver of the use fee in the amount of \$90.00

Motion by Selectman Jordan to approve the Rental of Town Facilities for a Career Fair to be held upstairs on April 27, 2018 5 PM-7:30 PM in the auditorium and waive the usage fee. Seconded by Selectman Belanger. Motion carried 4-0.

Town Administrator Gregory C. Dodge asked the board to approve the cost of living adjustments.

Motion by Selectman Jordan to approve a 3% cost of living adjustment for all employees with an exception of the Town Clerks Office, Police Department and Public Works Department where

certain positions had an additional increase as discussed and approved by the Board of Selectmen. Seconded by Selectman Yergeau. Motion carried 4-0.

Town Administrator Gregory C. Dodge announced the Transfer Station will be closed Easter Sunday.

Town Administrator Gregory C. Dodge explained ETV will not have any programming on April 10th while the new equipment is being installed.

Town Administrator Gregory C. Dodge welcomed the newest member of the board, Cody Belanger, the youngest serving Selectman.

Town Administrator Gregory C. Dodge told the Board that he is putting our electric usage out to bid. When the town started the program there wasn't other companies so we used White Columns.

INDIVIDUAL SELECTMEN'S REPORTS

Selectman Jordan

Selectman Jordan welcomed Mr. Belanger to the Board of Selectmen and welcomed back Mr. Munguia. He thanked Mr. Munguia for agreeing to be the Chairman.

Selectman Jordan thanked all the voters for coming out during a snow storm.

Selectman Yergeau

Selectman Yergeau welcomed Selectman Munguia back to the board and welcomed Mr. Belanger.

Selectman Belanger

Selectman Belanger stated he is excited to be on the board and looking forward to working with all the committees. Mr. Belanger thanked all the voters.

Selectman Munguia

Selectman Munguia thanked everyone for coming out to vote on that terrible day. He appreciates the support and confidence.

Selectman Dwyer

Excused

ADJOURN

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

Meeting was adjourned at 8:45 PM.

Respectfully submitted,

Joyce Blanchard
Executive Secretary

Adam Munguia, Chairman

Bob Jordan, Selectman

Mike Yergeau, Selectman

Cody Belanger, Selectman

Date _____