

**BOARD OF SELECTMEN MEETING MINUTES
TOWN OF EPPING, NEW HAMPSHIRE
May 21, 2018**



ATTENDANCE

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

CALL TO ORDER

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

PLEDGE ALLEGIANCE TO THE FLAG

MINUTES

Minutes from the May 7, 2018 Selectmen's meeting was submitted for approval.

Motion by Selectman Belanger to accept the minutes of May 7, 2018 with the clarification that his motion giving the Fire Chief permission to look into buying a new fire truck should also read "keeping buying the used truck in mind". Seconded by Selectman Dwyer. Motion carried 4-0.

PAYROLL MANIFEST

Payroll manifest for pay period ending 5/17/2018 in the amount of \$111,458.77 was submitted for approval.

Motion by Selectman Dwyer to approve the payroll manifest for pay period ending 5/17/2018 in the amount of \$111,458.77. Seconded by Selectman Jordan. Motion carried 4-0.

ACCOUNTS PAYABLE MANIFEST

Accounts payable manifest for week ending 5/17/2018 at \$1,121,793.79; \$1,000,000 to the school and \$121,793.79 for the town was submitted for approval.

Motion by Selectman Dwyer to approve the accounts payable manifest for period ending 5/17/2018 at \$1,121,793.79. Seconded by Selectman Jordan. Motion carried 4-0.

BUSINESS

FIRE

Requests for Approval to Hire Jenna Randell as EMT at \$7.25 on call and \$13.00 work rate, Jaime Dionne and Mercedes Murphy as Firefighters at \$7.25 on call and \$12.00 when on a call were submitted for approval.

Motion by Selectman Dwyer to approve the requests for approval to hire Jenna Randell as EMT at \$7.25 on call and \$13.00 work rate, Jaime Dionne and Mercedes Murphy as Firefighters at \$7.25 on call and \$12.00 when on a call after background checks are completed. Seconded by Selectman Jordan. Motion carried 4-0.

Purchase Orders to National Wrecker Inc. for the annual service and repairs of the Forestry 1 vehicle in the amount of \$2,264.05 and to Bergeron Protective Clothing for 1 set of fire protection clothing in the amount of \$1,656.62 were submitted for approval.

Motion by Selectman Belanger to approve the purchase order to National Wrecker Inc. for the annual service and repairs of the Forestry 1 vehicle in the amount of \$2,264.05 and to Bergeron Protective Clothing for 1 set of fire protection clothing in the amount of \$1,656.62. Seconded by Selectman Jordan. Motion carried 4-0.

Fire Chief Don DeAngelis explained the emergency purchase order to be signed regarding 2 failed batteries.

Motion by Selectman Jordan to approve the emergency purchase and purchase order to ZOOL Medial Corporation for 4 Auto Pulse Batteries. Seconded by Selectman Belanger. Motion carried 4-0.

7:15 AUDITOR - TAMARA ROBERTS

Ms. Roberts reviewed the 2017 audit report speaking about the highlights. The opinion for improvement has been the same issue for the past 7 years, an actuary should be hired to review the financial statements. The library lacked the bank reconciliation but that has been taken care of for next year. All the appropriations, balance sheets and enterprise funds etc. look positive.

Selectman Mike Yerguau arrived to join the meeting in progress.

7:30 FIRE MUSEUM – CLIFF CRAY

Mr. Cray provided a worksheet of requests regarding updating the Main Street fire station and turning it into a fire-rescue museum with a brickyard museum downstairs: see attached. Discussion regarding excepting donations, creating a bank account for fundraising, responsibility for repairs and storage of highway equipment continued. The building having asbestos and lead paint will need to be further investigated. Fire Chief Don DeAngelis will coordinate storage for the fire trucks, antiques and highway department equipment.

7:45 ECHOACTION – STEPHANIE SHERR & SUE DARLING

Ms. Sherr and Ms. Darling came before the board to remind the public May 23rd there will be an open house at Josiah's Meeting House for questions and answers regarding the pipeline. They would like to encourage

the public to ask questions regarding the cost and impact on Epping. The rainbow gas tank in Boston was also mentioned as an example of the proposed gas tank along Route 101 that will be installed.

DPW

Request for Approval to Hire Raymond Brown for the Transfer Station attendant at \$12.00 an hour after a background check is completed was submitted for approval.

Motion by Selectman Dwyer to approve the hiring of Raymond Brown for a Transfer Station attendant at \$12.00 an hour after a background check is completed. Seconded by Selectman Yergeau. Motion carried 4-0-1. Chairman Munguia abstained.

Department of Public Works Director Dennis Koch requested the Board to rescind the acceptance of a donated truck from Henry Deboer. It is no longer needed by the Water and Sewer Department.

Motion by Selectman Yergeau to rescind the acceptance of a donated truck from Henry Deboer. Seconded by Selectman Belanger. Motion carried 5-0.

Purchase Order to Bellemore Catch Basins for up to 50 hours of cleaning town catch basins in the amount of \$6,500 was submitted for approval.

Motion by Selectman Dwyer to approve the purchase order to Bellemore Catch Basins for up to 50 hours of cleaning town catch basins in the amount of \$6,500. Seconded by Selectman Jordan. Motion carried 5-0.

Mr. Koch reviewed the 2018 Paving List. Phase I on the list is Birch Hill Road, part of Dorothy Drive, Railroad Avenue and North River Road from Birch Road north to Route 125. Other road needs and budget was discussed.

Motion by Selectman Belanger to approve Phase I of the paving list. Seconded by Selectman Dwyer. Motion carried 5-0. Road Supervisor assured the board that he is happy working with Wolcott Construction regarding paving.

Selectman Dwyer questioned why Jacobs Well Road was cracking down the middle. Mr. Reinhold explained it is what is under all the paving that makes it crack. Selectman Yergeau suggested having a testing company involved.

Proposal for Wolcott Construction to pave miscellaneous town roads at \$67.00 a ton for Machine Method and \$110.00 a ton for Hand Method was submitted for approval. Mr. Reinhold explained the price has gone up \$4.00 a ton.

Motion by Selectman Dwyer to approve the proposal for Wolcott Construction to pave miscellaneous town roads at \$67.00 a ton for Machine Method and \$110.00 a ton for Hand Method and giving permission to Chairman Munguia to sign the proposal. Seconded by Selectman Yergeau. Motion carried 5-0.

Road Supervisor David Reinhold requested guidance regarding sidewalk project on Academy/Main Street. He would like to wait until 218 Main Street finalizes their survey. He estimates the sidewalk will be 300 feet long. The owner agreed to have the trees taken down.

Motion by Selectman Dwyer to approve going forward with the sidewalk project on Academy/Main Street. Seconded by Selectman Jordan. Motion carried 5-0. Selectman Belanger would like to have the agreement regarding the tree removal in writing.

Department of Public Works Director Dennis Koch reminded the board that the town takes over the Keefe Site maintenance as of July 1st. They will start mowing and plowing the property.

RCP Road Surface Management Program awarded a matching grant of \$5,000 to the Town of Epping. Mr. Koch will inform the board as he receives more information.

An update on the Lamprey Co-op truck concluded with the winning bid being \$40,000 and Epping's bid was too low at \$37,500.

Mr. Koch is concerned with the french drains for the fire museum. The water comes off the pizza building and flows right into the old fire station. There is not very much room to work in-between the two buildings. This might be a good time to have the bricks repointed also. Mr. Koch and Mr. Reinhold will look into the project and come back to the board with an update.

RECREATION

Request to Hire Sarah Cammett and Anna Jennision as Lead Summer Camp Staff at \$11 an hour and Charles Hardy as Regular Summer Camp Staff at \$10 an hour were submitted for approval.

Motion by Selectman Dwyer to approve the hiring of Sarah Cammett and Anna Jennision as Lead Summer Camp Staff at \$11 an hour and Charles Hardy as Regular Summer Camp Staff at \$10 an hour after a background check is completed. Seconded by Selectman Jordan. Motion carried 5-0.

Appointment for Sandra Goodspeed to the Recreation Commission for a 3-year term was submitted for approval.

Motion by Selectman Jordan to approve the appointment for Sandra Goodspeed to the Recreation Commission for a 3-year term. Seconded by Selectman Yergeau. Motion carried 5-0.

Recreation Director Nicole Bizzaro gave a brief update on the Theater Program. There has been a Steering Committee created with people who have extensive background in theater. They are creating a formal presentation regarding programs offered, cost and liabilities. The owner of the theater on Ladd's Lane will have a generous lease proposal to be reviewed. Many of the former Leddy Center staff would like to continue with summer camps for the youth in theater.

POLICE

Purchase Order to Grappone Ford for 1 2018 Ford Explorer in the amount of \$28,882 was submitted for approval. This purchase was budget approved.

Motion by Selectman Jordan to approve the purchase order to Grappone Ford for 1 2018 Ford Explorer in the amount of \$28,882. Seconded by Selectman Dwyer. Motion carried 5-0.

Purchase Order to Patrol PC to install a laptop and printer to the new 2018 Ford Explorer in the amount of \$7,286 was submitted for approval.

Motion by Selectman Jordan to approve the purchase order to Patrol PC to install a laptop and printer to the new 2018 Ford Explorer in the amount of \$7,286. Seconded by Selectman Dwyer. Motion carried 5-0.

Purchase Order to Adamson Industries Corp. to install and equip the new 2018 Ford Explorer in the amount of \$15,966.55 was submitted for approval.

Motion by Selectman Jordan to approve the purchase order to Adamson Industries Corp. to install and equip the new 2018 Ford Explorer in the amount of \$15,966.55. Seconded by Selectman Belanger. Motion carried 5-0

Police Chief Michael Wallace requested permission to replace the cruiser he uses as it is a 2006 and has 125,000 miles on it. Discussion regarding purchasing a SUV, Ford vs. Chevrolet, not looking like a patrol car and budget concerns with the revolving fund continued.

Motion by Selectman Belanger to price a new vehicle that replaces the Police Chiefs 2006 Impala. Seconded by Selectman Dwyer. Motion carried 5-0.

Chief Wallace would like to have Comcast replace the 4 current cameras and add 4 more cameras. Comcast has agreed to not charge for any of the cameras. The maintenance contract ends in July and would add \$109 a month to the bill. Discussion continued regarding the improvements the cameras will add to the Police Department.

Motion by Selectman Dwyer to approve the maintenance agreement with 4 new cameras and replace the current 4 free of charge with Comcast. Seconded by Selectman Yergeau. Motion carried 5-0

UTILITY FORUM

Chairman Munguia explained this is to provide the public with as much information that the Board of Selectman have at the time of each meeting. There are 3 major projects coming in and through town that all have many components. Unutil is coming down Route 27, Liberty is talking about their storage complex with the Granite State project on Route 101. Please forward any questions to the Town Administrator and we will try to get you the answers as soon as possible.

Liberty Utilities is holding an open house on Wednesday, from 5pm – 8pm at Josiah's Meeting House on Route 125 near the stove shop.

Bob Montgomery from Liberty Utilities had spoken to Joe Foley, Planning Board Chairman about having a more public forum. There is a RSA that states having 3 Public Hearings is required. If you have any questions please log onto info@granitebridge.com. He invited everyone to come to the open house on Wednesday, from 5pm – 8pm at Josiah's Meeting House.

Selectman Dwyer left the meeting.

TAX COLLECTOR

Tax Collector's 2018 first issue tax warrant in the amount of \$9,173,200.56 was submitted for approval.

Motion by Selectman Jordan to approve the Tax Collector's 2018 first issue tax warrant in the amount of \$9,173,200.56. Seconded by Selectman Yergeau. Motion carried 4-0.

Selectman Dwyer rejoined the meeting.

TIMBER TAX

Timber Taxes for Joseph Patterson at map and lot 035-002-001 in the amount of \$183.20, Jerry Thayer at maps and lots 33-29+70/34-04 in the amount of \$2,629.16, George Amarantides at map and lot 028-039 in the amount of \$966.83, Jeff Munafo at map and lot 00-004 in the amount of \$79.55, Echo Farms at maps and lots 002-001/003-001 in the amount of \$8,097.45, COTU at map and lot 023-183 in the amount of \$23.88 and Seacoast United Soccer at map and lots 035-001-003+002 in the amount of \$3,050.76 were submitted for approval.

Motion by Selectman Dwyer to approve the Timber Taxes for Joseph Patterson at map and lot 035-002-001 in the amount of \$183.20, Jerry Thayer at maps and lots 33-29+70/34-04 in the amount of \$2,629.16, George Amarantides at map and lot 028-039 in the amount of \$966.83, Jeff Munafo at map and lot 00-004 in the amount of \$79.55, Echo Farms at maps and lots 002-001/003-001 in the amount of \$8,097.45, COTU at map and lot 023-183 in the amount of \$23.88 and Seacoast United Soccer at map and lots 035-001-003+002 in the amount of \$3,050.76. Seconded by Selectman Jordan. Motion carried 5-0.

RAFFLE PERMIT

Raffle Permit request at the American Legion by Help, Hope, Live, Ryan Soucie Northeast Transplant Fund to be held on July 28th was submitted for approval. Tickets will be from \$5 - \$20 each.

Motion by Selectman Dwyer to approve the Raffle Permit request at the American Legion by Help, Hope, Live, Ryan Soucie Northeast Transplant Fund to be held on July 28th. Seconded by Selectman Jordan. Motion carried 5-0.

Chairman Munguia left the meeting.

Fire Chief Donald DeAngelis gave a brief synopsis on the history of the used Fire Truck that is before the board for purchase for \$260,000. Chief DeAngelis thinks this is a great truck and encourages the sale to go through. Adamson would like a letter stating we are interested in purchasing the truck and they will hold it for Epping. Selectman Dwyer requested the e-mail Chief DeAngelis sent to the Board of Selectmen become attached to the minutes.

Chairman Munguia rejoined the meeting.

After a lengthy discussion:

Motion by Selectman Belanger to put forth a letter to Adamson Industries stating the Town of Epping's interest in the Fire Truck purchase at \$260,000 as of July 14 when funds are available contingent upon a letter from Adamson stating a 1 year bumper to bumper warranty and a letter from Primex agreeing to insure the truck. Seconded by Selectman Dwyer. Motion carried 4-0-1. Selectman Jordan abstained.

Chief DeAngelis stated he will need to buy 4 air packs for the truck at \$5,500 each. Selectman Belanger suggested buying these with another town so money may be saved buying in bulk.

AUDIENCE

Charlie Goodspeed as a Library Trustee stated he didn't want to participate in any more Library Trustee nonpublic meeting as this is a public project. Mr. Goodspeed is requesting help with management.

Selectman Jordan left the meeting.

Chairman Munguia agreed something needs to be done as residents voted for a library addition and patience is waning. He has very low tolerance to inactivity and believes the Board of Selectman needs to make a move. Mr. Goodspeed commented the Library Trustees are concerned about the liabilities to the individual trustees.

Selectman Jordan rejoined the meeting.

Motion by Selectman Belanger to move forward with Chairman Munguia's proposal that was presented to the Building Committee. Seconded by Selectman Jordan. After discussion this motion was retracted.

Motion by Selectman Dwyer directing Town Administrator Gregory C. Dodge to redraft the proposed Building Committee time line that Chairman Munguia presented stating there will be no liabilities for the Library Trustees' regarding building the addition. Seconded by Selectman Jordan. Motion carried 5-0. There will be a letter of intention the Library Trustees can sign releasing them from any liabilities.

ADMINISTRATOR'S REPORT

Town Administrator Gregory C. Dodge

Town Administrator Gregory C. Dodge brought forward an Appointment for Sandy Goodspeed to the Conservation Commission.

Motion by Selectman Dwyer to approve the Appointment for Sandy Goodspeed to the Conservation Commission. Seconded by Selectman Jordan. Motion carried 5-0.

Town Administrator Gregory C. Dodge reported the new server will be installed Wednesday morning. There will be some minor interruptions.

Town Administrator Gregory C. Dodge apologized the Handicapped Ramp was closed for repairs.

Town Administrator Gregory C. Dodge announced the Memorial Day Parade will be held on May 28th. The parade starts at 10 am. The police have the flags that will be handed out by the Selectmen.

Town Administrator Gregory C. Dodge gave the updated list on the potential properties that may be tax deeded in 2 weeks. There will be a non-public discussion on the Finney property in 2 weeks.

Town Administrator Gregory C. Dodge asked for Representative Vose how the Board feels about Senate Bill 438. He would like the boards guidance on how to vote on the bill that is about changing the March voting date in case of inclement weather. Would they like the decision to stay in the states control or move it to the town's control? The majority of the board was to keep the decision with the state.

Town Administrator Gregory C. Dodge thanked Selectman Belanger for shopping with him and setting up all the Ipads. Mr. Dodge would like to publish all the Comcast e-mail addresses on the website.

Town Administrator Gregory C. Dodge wants the public to know about the open house at Josiah's Meeting House on May 23rd 5-8. This is a perfect opportunity to ask all your questions.

INDIVIDUAL SELECTMEN'S REPORTS

Selectman Belanger

Selectman Belanger asked about the ownership of the chest behind the stage.

Selectman Belanger reported he updated all the Ipads but still needs to do Selectman Dwyer's.

Selectman Belanger clarified when he is talking to Town Administrator Gregory C. Dodge during the meeting he is asking questions and not being "coached". He has his own voice and own opinions.

Selectman Yergeau

No report

Selectman Dwyer

Selectman Dwyer wanted to make the public aware of the tax deeding process. There are 42 properties on the list that need to pay their taxes.

Selectman Jordan

Selectman Jordan thanked all those that went to the Fire Departments Pancake Breakfast fund raiser.

Selectman Munguia

Selectman Munguia will be doing a ride along tomorrow with the Meals on Wheels program at 9:30 am.

ADJOURN

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

Meeting was adjourned at 9:40 PM.

Respectfully submitted,

**Joyce Blanchard
Executive Secretary**

Adam Munguia, Chairman

Bob Jordan, Selectman

Tom Dwyer, Selectman

Mike Yergeau, Selectman

Cody Belanger, Selectman

Date _____