

**BOARD OF SELECTMEN MEETING MINUTES
TOWN OF EPPING, NEW HAMPSHIRE
November 5, 2018**



ATTENDANCE

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

CALL TO ORDER

Chairman Munguia called the meeting to order at 7:00 p.m. at the Epping Town Hall.

PLEDGE ALLEGIANCE TO THE FLAG

MINUTES

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

Motion by Selectman Dwyer to accept the minutes of October 30, 2018. Seconded by Selectman Belanger. Motion carried 4-0

PAYROLL MANIFEST

Payroll manifest for pay period ending November 1, 2018 in the amount of \$113,157.27 was submitted for approval.

Motion by Selectman Dwyer to approve the payroll manifest ending November 1, 2018 in the amount of \$113,157.27. Seconded by Selectman Belanger. Motion carried 4-0.

ACCOUNTS PAYABLE MANIFEST

Accounts payable manifest for week ending November 1, 2018 in the amount of \$1,193,790.31, \$1,000,000 is for the school, \$193,790.31 is for the town was submitted for approval.

Motion by Selectman Dwyer to approve the accounts payable manifest for the period ending November 1, 2018 in the amount of \$1,193,790.31. Seconded by Selectman Belanger. Motion carried 4-0.

BUSINESS

RECREATION HIRES

Requests for approval to hire Steven Koch as an Epping Community Theater Performance Director with a stipend of \$800 and Regan Zimmerman as an Epping Community Theater Performance Stage Manager with a stipend of \$500 for the production of "A Christmas Carol" was submitted for approval. The background checks has already been completed.

Motion by Selectman Dwyer to approve the hiring of Steven Koch as an Epping Community Theater Performance Director with a stipend of \$800 and Regan Zimmerman as an Epping Community Theater Performance Stage Manager with a stipend of \$500 for the production of "A Christmas Carol". Seconded by Selectman Belanger. Motion carried 4-0.

WATSON USAGE FORM

Rental of Town Facilities at the Watson Academy for the Next Level Church on November 11 from 11:30 AM - 2:00 PM for a team meeting was submitted for approval.

Motion by Selectman Dwyer to approve the Next Level Church to rent Watson Academy on November 11 from 11:30 AM - 2:00 PM for a team meeting at no charge. Seconded by Selectman Belanger. Motion carried 4-0.

7:10 PUBLIC HEARING

Chairman Munguia read the public hearing notice for Neal Folsom on Midnight Sun drive and San Antonio Drive, map and lot 003-064. The hearing was held concerning use of a private way. Mr. Folsom explained the history of the property and his request for a permit for a private way off of Midnight Sun Drive. The Right of Way off of San Antonio Drive will be used for utility lines to the one house on the lot. The Public Hearing was open for comments. Christopher and Janis Blonda were the only abutters present. Mr. Blonda is concerned regarding the right of way off of San Antonio Drive as it has been encroached upon. Other than that, he wished Mr. Folsom the best of luck. As there were not any other public comments the Public Hearing was closed. The Selectmen continued to ask questions and discuss the private way.

Motion by Selectman Dwyer to approve the permit for the right of way off of Midnight Sun Drive for a Driveway and the use of San Antonio Drive right of way for utilities. Seconded by Selectman Belanger. Motion carried 4-0.

7:20 LIBRARY UPDATE

Charlie Goodspeed updated the Board of Selectmen regarding the library addition. Tom Gauthier from the Community Church joined Charlie to explain the library will be using part of the church during construction. Rent will be based on the electricity and oil bills which will be similar to what is paid now. The side entrance will be used for the room in the back of the building.

The engineering consultants will complete the stamped preliminary plans to have RFP's done by December. It takes a month to get the estimates back for the addition. Discussion continued regarding bonds and bond payments.

WATER AND SEWER DISCUSSION

Chairman Munguia would like to have a warrant article to remove the Water and Sewer Department from the town budget along with a 5 man board that would be appointed. There are many issues coming before the town and Mr. Munguia would like to have more eyes and more people involved with the oversight. A lengthy discussion regarding communication, infrastructure, fiscal responsibility, commitment and the sewer lagoons continued with no decision being made about warrant articles.

Representatives Michael Vose and Sean Morrison spoke about the states involvement with several of Epping's concerns. There is a House Bill that will help towns collect money from insurance companies when ambulances are called. The state and federal government is hoping to have town water and sewer reach homes in West Epping where EBT is in the ground. There may be some USDA grant funding to help with the sewer lagoons. There are several avenues but there has to be some well thought out plans before any town gets approval for state funding.

TAX WARRANT

Tax Collector's 2018 Second Issue Tax Warrant in the amount of \$9,166,021.69 was submitted for approval.

Motion by Selectman Dwyer to approve the 2018 second issue Tax Warrant in the amount of \$9,166,021.69 due December 14, 2018. Seconded by Selectman Belanger. Motion carried 4-0.

DRA SALES RATIO SURVEY

Memo by assessor Scott Marsh from MRI regarding the DRA Sales Ratio Survey for the 2018 tax year was submitted for approval. The town assessment to sale price median ratio should be 76.6%.

Motion by Selectman Belanger to approve the DRA Sales Ratio of 76.6% for the 2018 tax year. Seconded by Selectman Yergeau. Motion carried 4-0.

HOME OCCUPATION WARRANT

Town Administrator Gregory C. Dodge discussed the possibility of writing a warrant article for the Planning Department to process Home Occupation Warrants. Mr. Dodge explained his reasons for the change as these are regarding land use issues. The Planning Board Department and Chairman Joe Foley have been notified of the possibility of the warrant article and they both oppose the change. Mr. Dodge is going to reach out to surrounding towns to find out which department handles the Home Occupation Warrants.

TRAINING

Executive Secretary Joyce Blanchard requested the use of compensation time or paid time to hold a training on "Workplace Appreciation" after work hours. This program is given through HealthTrust and a Life Source Presentation given free of charge. The library, fire and police departments will be invited.

Motion by Selectman Dwyer to approve the training on "Workplace Appreciation" after work hours offering Compensation Time or Paid Time. Seconded by Selectman Belanger. Motion carried 4-0.

FINAL BUDGET APPROVAL

Finance Director Lisa Fogg listed the final changes for the 2019 Budget before it is sent to the Budget Committee and submitted it for approval with a 6.57% increase.

Motion by Selectman Dwyer to forward 2019 Budget of \$6,934,232 to the Budget Committee. Seconded by Selectman Belanger. Motion carried 4-0.

ADMINISTRATOR'S REPORT

Town Administrator Gregory C. Dodge

Town Administrator Gregory C. Dodge announced Election Day is tomorrow at the Epping Middle School Gym 8 AM – 7 PM. Four of the Selectmen will be at the polls.

Town Administrator Gregory C. Dodge said the tax bills will be mailed on November 12th and taxes will be due on December 14th.

Town Administrator Gregory C. Dodge told the Selectman there will be a non-meeting with counsel on Thursday, November 8th regarding the RFP with Unitil and Liberty. Mr. Sansoucy will be attending via conference call on the phone line. The meeting will not be televised but will be posted.

Town Administrator Gregory C. Dodge explained the Budget Committee will be reviewing the town budget on November 14th. Mr. Dodge would appreciate the Selectmen to attend the meeting and defend the budget. Mr. Dodge also provided copies of the warrant articles that are ready. More work needs to be done on the other warrant articles for the March Ballot.

INDIVIDUAL SELECTMEN'S REPORTS

Selectman Belanger

Selectman Belanger asked the public at home to please vote tomorrow.

Selectman Dwyer

Selectman Dwyer requested all to come vote and create a habit.
Selectman Yergeau

Selectman Yergeau invited everyone to vote.

Selectman Jordan

Excused

Selectman Munguia

Chairman Munguia told everyone to vote their conscience.

Chairman Munguia congratulated the girls' soccer team on winning the state championship! The town is very proud of them.

ADJOURN

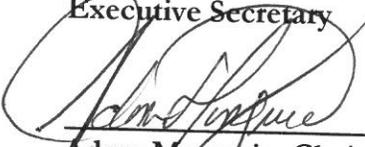
**Motion by Selectman Belanger to adjourn the meeting. Seconded by Selectman Dwyer.
Motion carried 4-0.**

Meeting was adjourned at 9:10 P.M.

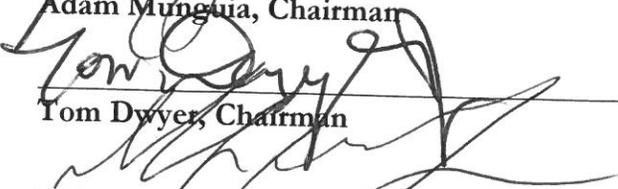
Respectfully Submitted,

Joyce Blanchard

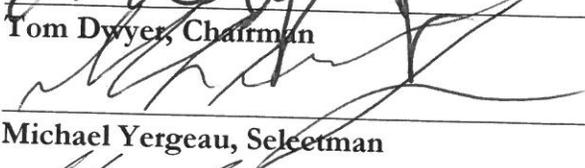
**Joyce Blanchard
Executive Secretary**



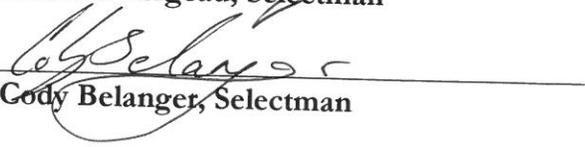
Adam Munguia, Chairman



Tom Dwyer, Chairman



Michael Yergeau, Selectman



Cody Belanger, Selectman

Date: _____ 11/19/18 _____