

**BOARD OF SELECTMEN MEETING MINUTES  
TOWN OF EPPING, NEW HAMPSHIRE  
October 9, 2018**



**ATTENDANCE**

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

**CALL TO ORDER**

Chairman Adam Munguia called the meeting to order at 7:00 PM at the Epping Town Hall.

**PLEDGE ALLEGIANCE TO THE FLAG**

**MINUTES**

Minutes from the October 1, 2018 Selectmen's meeting was submitted for approval.

**Motion by Selectman Tom Dwyer to accept the minutes of October 1, 2018. Seconded by Selectman Cody Belanger. Motion carried 3-0-2. Selectman Jordan and Yergeau abstained.**

**PAYROLL MANIFEST**

Payroll manifest for pay period ending October 4, 2018 in the amount of \$123,623.88 was submitted for approval.

**Motion by Selectman Jordan to approve the payroll manifest ending October 4, 2018 in the amount of \$123,623.88. Seconded by Selectman Belanger. Motion carried 5-0.**

**ACCOUNTS PAYABLE MANIFEST**

Accounts payable manifest for week ending October 4, 2018 in the amount of \$319,934.60, \$102,003.15 is for paving, \$34,200 is for WWTF upgrades, \$32,852 is for Fire & Tech Impact Fee Purchase and \$150,879.45 is for the town was submitted for approval.

**Motion by Selectman Dwyer to approve the accounts payable manifest for the period ending October 4, 2018 in the amount of 319,934.60. Seconded by Selectman Jordan. Motion carried 5-0.**

## **FACILITY USE REQUEST**

Rental of Town Facilities for the Next Level Church to use the upstairs meeting room on Nov 9<sup>th</sup>, 6 PM - 8 PM to fill “Blessing Bags” in the amount of \$70.00 was submitted for approval.

**Motion by Selectman Belanger to approve the Rental of Town Facilities for the Next Level Church to use the upstairs meeting room on Nov 9<sup>th</sup>, 6 PM - 8 PM to fill “Blessing Bags” at no charge. Seconded by Selectman Jordan. Motion carried 5-0.** Selectman Belanger excused the fees due to a non-profit church helping with a worthy cause.

## **7:10 NEW ENGLAND DRAGWAY**

Joe Lombardo asked for a race extension for motor cross to run in November. The extension would be for the first 3 weekends in November. Mr. Lombardo explained if it gets to cold the races will be cancelled.

**Motion by Selectman Jordan to agree with the extension of the race schedule into November provided there is nothing in the by laws prohibiting the motor cross runs. Seconded by Selectman Belanger. Motion carried 5-0.**

## **MEMORIAL**

The family of Walter Welch who was killed on Depot Road in Epping has requested permission to put up a memorial in his honor on the town’s right of way. The memorial will be a shovel buried with a safety vest and hard hat permanently affixed to the shovel.

**Motion by Selectman Belanger to approve the memorial on Depot Road for Walter Welch pending the town right of way review. Seconded by Selectman Jordan. Motion carried 5-0.**

## **7:15 PUBLIC HEARING – HOME OCCUPANCY**

Chairman Munguia read the public hearing notice regarding “KO Beauty Bar LLC” at 58 Apple Way. Kayla and Jeff Ouellette owners of map and lot 008-014-076 explained their home occupation application. There will be a salon and wellness spa which includes cosmetic services and lifestyle coaching. The Public Hearing was open for comments. As there were no abutters or public comments the Public Hearing was closed. Selectman Jordan wants to make sure the association has been notified and the covenants followed.

**Motion by Selectman Dwyer to approve the home occupation application for Kayla and Jeff Ouellette to have “KO Beauty Bar LLC” at 58 Apple Way. Seconded by Selectman Jordan. Motion carried 5-0.**

## **RECREATION**

Request to Hire Linda Handley as Before and After School Program Assistant Coordinator at \$12.00 an hour was submitted for approval.

**Motion by Selectman Jordan to approve the request to Hire Linda Handley as Before and After School Program Assistant Coordinator at \$12.00 an hour pending a background check. Seconded by Selectman Belanger. Motion carried 5-0.**

Town Administrator Gregory C. Dodge explained the service day at Watson Academy. The Next Level Church would like to have an “Outdoor Spruce Up Day” on October 13<sup>th</sup>. The activities will include weeding, planting, painting and shingling the shed. Liability Waivers will be provided as well as supplies.

**Motion by Selectman Dwyer to approve the work day with Next Level Church at Watson Academy on October 13<sup>th</sup>. Seconded by Selectman Jordan. Motion carried 5-0.**

### **DONATION ACCEPTANCE**

Town Administrator Gregory C. Dodge described the donation in the amount of \$3,098.41 from the James McGeough Memorial Fund. Susan McGeough would like the money used to soundproof the upstairs meeting room. Mr. Dodge explained that sound proofing is not on the improvement list of the Town Hall and he has written an email to Mrs. McGeough asking if the money could be used towards air conditioning.

**Motion by Selectman Jordan to accept the \$3,098.41 from the James McGeough Memorial Fund. Seconded by Selectman Belanger. Motion carried 5-0.**

### **BUDGET REVIEW**

#### TOWN MEETING

**Motion by Selectman Belanger to forward the Town Meeting budget of \$5,665 to the Budget Committee. Seconded by Selectman Yergeau. Motion carried 5-0.**

#### ELECTION & REGISTRATION

**Motion by Selectman Yergeau to forward the Election & Registration budget of \$10,385 to the Budget Committee. Seconded by Selectman Jordan. Motion carried 5-0.**

#### TREASURY

**Motion by Selectman Belanger to forward the Treasury budget of \$3,900 to the Budget Committee. Seconded by Selectman Yergeau. Motion carried 5-0.**

#### IT DEPARTMENT

**Motion by Selectman Belanger to forward the IT budget of \$36,500 to the Budget Committee. Seconded by Selectman Yergeau. Motion carried 5-0.**

## ZONING

**Motion by Selectman Belanger to forward the Zoning budget of \$5,750 to the Budget Committee. Seconded by Selectman Yergeau. Motion carried 5-0.**

## CEMETERIES

**Motion by Selectman Belanger to forward the Cemetery budget of \$26,000 to the Budget Committee. Seconded by Selectman Jordan. Motion carried 5-0.**

## HEALTH

### GENERAL ASSISTANCE

### PATRIOTIC PURPOSES

**Motion by Selectman Belanger to forward the Health budget of \$100, General Assistance of \$10,550 and Patriotic Purposes of \$2,500 to the Budget Committee. Seconded by Selectman Jordan. Motion carried 5-0.**

## 7:30 PUBLIC HEARING – HOME OCCUPANCY

Chairman Munguia read the public hearing notice regarding a Home Occupation for “Moulton Mechanical Services” at 4 LedgeWood Lane. Jarod Moulton owner of the property map and lot 028-045-001 explained his application. He will be running a small heating and H/C company from his home which includes his van and a utility trailer. No customers or work will be done at the house. A small office space in the cellar will be used. There will not be signage or inventory stored on the property.

The Public Hearing was opened with 2 abutters attending; Kelly and Dana Blanchard and Richard Marcello. Mr. Marcello asked if there has been any zoning changes in that area of town. Mr. Marcello was assured that no zoning changes have taken place. As there were no further questions the Public Hearing was closed.

**Motion by Selectman Jordan to approve the home occupation application for Jarod Moulton for “Moulton Mechanical Services” at 4 LedgeWood Lane. Seconded by Selectman Jordan. Motion carried 5-0. Seconded by Selectman Belanger. Motion carried 5-0.**

## BUDGET REVIEW CONTINUED

## CONSERVATION COMMISSION

**Motion by Selectman Belanger to forward the Conservation Commission budget of \$2,000 to the Budget Committee. Seconded by Selectman Jordan. Motion carried 5-0.**

## PRINCIPAL ON LONG TERM DEBT

**Motion by Selectman Belanger to forward the Principal on Long Term Debt budget of \$57,500 to the Budget Committee. Seconded by Selectman Jordan. Motion carried 5-0.**

## POLICE

**Motion by Selectman Belanger to hold off on merit raises until April 2019. Seconded by Selectman Jordan. Motion carried 5-0.**

## **7:45 PUBLIC HEARING - HOME OCCUPANCY**

Chairman Munguia read the public hearing notice regarding “Black Belt Firearms” at 10 Sydney Lane. Mr. Derrico explained his application. He will be doing business from his dining room table with firearm sales and transfers per ATF rules and regulations. There will not be any stock, signage, ammunition, machinery or discharge of firearms that have been sold or transferred.

The Public Hearing was open where several abutters and neighbors spoke of their concerns. There was little or no support for this home occupancy. A lengthy discussion followed and can be viewed on the town web site for more details.

The Public Hearing was closed.

**Motion by Selectman Belanger calling for a roll call vote regarding the approval or denial on the home occupancy. Seconded by Selectman Jordan. Motion carried 5-0.**

**Motion by Selectman Belanger to approve the home occupancy application for Brian Derrico to have “Black Belt Firearms” at 10 Sydney Lane. Seconded by Selectman Jordan. Motion failed 1-4. Selectman Belanger, Yergeau, Jordan and Munguia voted nay; Selectman Dwyer voted yea.**

## **BUDGET REVIEW CONTINUED**

Town Clerk and Tax Collector Erika Robinson explained the changes in the budget. She would like to increase the hours opened to accommodate the public by opening at 8:30 in the morning. The budget increased 7.76% partly due to more hours for the clerk to work an extra day.

**Motion by Selectman Belanger to forward the Town Clerk and Tax Collector budget of \$205,610 to the Budget Committee. Seconded by Selectman Jordan. Motion carried 5-0.**

**Motion by Selectman Belanger to approve the office hour changes at the Town Clerk and Tax Collector office. Seconded by Selectman Jordan. Motion carried 5-0.**

## **LIBRARY**

John Clark and Charlie Goodspeed explained the Library Budget. The Part-Time salary budget has increased to 21.16% which includes a \$7.00 raise for one staff member and a 3% raise for the other two staff members.

**Motion by Selectman Belanger to forward the Library budget of \$190,927 to the Budget Committee. Seconded by Selectman Jordan. Motion carried 5-0.**

POLICE CONTINUED

**Motion by Selectman Belanger to forward the Police budget of \$2,328,290 to the Budget Committee. Seconded by Selectman Jordan. Motion carried 5-0.**

ANIMAL CONTROL

**Motion by Selectman Belanger to forward the Animal Control budget of \$7,190 to the Budget Committee. Seconded by Selectman Yergeau. Motion carried 5-0.**

FIRE AND RESCUE

**Motion by Selectman Jordan to forward the Fire and Rescue budget of \$1,079,290 to the Budget Committee. Seconded by Selectman Belanger. Motion carried 5-0.**

BUILDING INSPECTION

**Motion by Selectman Belanger to forward the Building Inspection budget of \$60,100 to the Budget Committee. Seconded by Selectman Jordan. Motion carried 5-0.**

STREET LIGHTING

**Motion by Selectman Jordan to forward the Street Lighting budget of \$19,000 to the Budget Committee. Seconded by Selectman Belanger. Motion carried 5-0.**

RECREATION

**Motion by Selectman Belanger to forward the Recreation budget of \$112,185 to the Budget Committee. Seconded by Selectman Yergeau. Motion carried 5-0.**

ACCOUNTING & AUDITING

**Motion by Selectman Jordan to forward the Accounting & Auditing budget of \$115,755 to the Budget Committee. Seconded by Selectman Belanger. Motion carried 5-0.**

GENERAL GOVERNMENT BUILDINGS

**Motion by Selectman Jordan to forward the General Government Buildings budget of \$52,795 to the Budget Committee. Seconded by Selectman Belanger. Motion carried 5-0.**

TOWN ADMINISTRATION

**Motion by Selectman Jordan to forward the Town Administration budget of \$240,185 to the Budget Committee. Seconded by Selectman Belanger. Motion carried 5-0.**

BOARD OF SELECTMEN

**Motion by Chairman Munguia to forward the Board of Selectmen budget of \$25,800 to the Budget Committee. Seconded by Selectman Jordan. Motion carried 5-0.**

WATSON ACADEMY

**Motion by Selectman Belanger to forward the Watson Academy budget of \$30,630 to the Budget Committee. Seconded by Selectman Yergeau. Motion carried 5-0.**

SAFETY FACILITY

**Motion by Selectman Belanger to forward the Safety Facility budget of \$102,800 to the Budget Committee. Seconded by Selectman Jordan. Motion carried 5-0.**

HIGHWAY BUILDING

**Motion by Selectman Belanger to forward the Highway Building budget of \$8,700 to the Budget Committee. Seconded by Selectman Yergeau. Motion carried 5-0.**

VALUATION OF PROPERTY

**Motion by Selectman Belanger to forward the Valuation of Property budget of \$78,400 to the Budget Committee. Seconded by Selectman Jordan. Motion carried 5-0.**

LEGAL EXPENSE

**Motion by Selectman Belanger to forward the Legal Expense budget of \$21,000 to the Budget Committee. Seconded by Selectman Jordan. Motion carried 5-0.**

PERSONNEL ADMINISTRATION

**Motion by Selectman Belanger to forward the Personnel Administration budget of \$30,300 to the Budget Committee. Seconded by Selectman Yergeau. Motion carried 5-0.**

INSURANCE AND BONDS

**Motion by Selectman Yergeau to forward the Insurance and Bonds budget of \$133,000 to the Budget Committee. Seconded by Selectman Belanger. Motion carried 5-0.**

Town Administrator Gregory C. Dodge explained that most of the budgets have been reviewed. The articles, reserves, revolving funds and petition warrant articles are left. Mr. Dodge encouraged the Board of Selectmen to fund the Landfill Closure Fund this year as the State has been making comments that the closure may be soon and some money should be saved for that. The Highway and Transfer Departments will have figures to consider for the purchasing versus leasing trucks at the next meeting.

## **ADMINISTRATOR'S REPORT**

### **Town Administrator Gregory C. Dodge**

No Report

## **INDIVIDUAL SELECTMEN'S REPORTS**

### **Selectman Belanger**

Selectman Belanger explained his position on the charity warrant articles. He doesn't think private funds should be donated through tax dollars. He will probably vote no for most of these.

### **Selectman Yergeau**

Selectman Yergeau countered Selectman Belanger's comments and justified the purpose of these services provided and used within the town. He thinks the town uses the services more than what we donate.

### **Selectman Dwyer**

Selectman Dwyer is happy with the 4 way stop signs on Main Street/Route 27. Selectman Dwyer thinks once everyone gets used to the new signs it will be OK. Mr. Dodge clarified the 4 way stop was the state's solution to the many complaints regarding that intersection. Selectman Dwyer asked if the lights have changed on Route 125. Mr. Dodge stated the light patterns have changed at the Wal-Mart lights and the Route 125/Rt. 27 intersection.

### **Selectman Jordan**

Selectman Jordan stated the state put in the 4 way stop sign traffic pattern because there has been several serious accidents. Mr. Dodge said there isn't enough room to put in a turning lane.

### **Selectman Munguia**

Selectman Munguia thanked Tammy Huguelet on behalf of the Board of Selectman for finding the gentleman's wedding ring that had been lost at the dragway. She went over there and searched several times before she found and returned the ring. That's the kind of people who live in Epping and what Epping is all about.

Selectman Munguia said that the Board of Selectmen follow and work within the realm of the state RSA's. All the boards need to have checks and balances followed as we all work for the Town of Epping. No one needs to take offense when questions are asked and answers are required.

## **ADJOURN**

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

Meeting was adjourned at 10:05 P.M.

**Respectfully Submitted,**

**Joyce Blanchard**  
**Executive Secretary**

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**Adam Munguia, Chairman**

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**Tom Dwyer, Selectman**

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**Cody Belanger, Selectman**

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**Bob Jordan, Selectman**

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**Mike Yergeau, Selectman**

**Date** \_\_\_\_\_