

**BOARD OF SELECTMEN MEETING MINUTES
TOWN OF EPPING, NEW HAMPSHIRE
September 11, 2017**



ATTENDANCE

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

CALL TO ORDER

Chairman Tom Gauthier called the public session to order at 7:00 PM at the Epping Town Hall.

PLEDGE ALLEGIANCE TO THE FLAG

A Moment of Silence was observed for those victims and families affected by September 11, 2001.

MINUTES

Minutes from the August 28, 2017 Selectmen's meeting was submitted for approval.

Motion by Selectman Dwyer to accept the minutes of August 28, 2017. Seconded by Selectman Munguia. Motion carried 3-1. Selectman Jordan abstained.

Selectman Yergeau joined the meeting.

PAYROLL MANIFEST

Payroll manifest for pay period ending 9/7/2017 in the amount of \$112,695.57 was submitted for approval.

Motion by Selectman Dwyer to approve the payroll manifest for pay period ending 9/7/2017 in the amount \$112,695.57. Seconded by Selectman Jordan. Motion carried 5-0.

ACCOUNTS PAYABLE MANIFEST

Accounts payable manifest for week ending 9/7/2017 in the amount of \$418,785.83; \$113,982.63 for paving, \$150,450 Fire revolving fund and \$154,353.20 for the town was submitted for approval.

Motion by Selectman Dwyer to approve the accounts payable manifest for period ending 9/7/2017 in the amount of \$418,785.83; \$113,982.63 for paving, \$150,450 Fire Revolving Fund and \$154,353.20 for the town. Seconded by Selectman Jordan. Motion carried 5-0.

PRESENTATION

Chairman Gauthier and Police Chief Wallace presented Sean Gallagher a plaque as a token of the town's appreciation thanking him for his 22 years of service with the Epping Police Department. We all wish Sean and his family the best going forward.

BUSINESS

WATER AND SEWER – SELT EASEMENT

DPW Director Dennis Koch explained the Sweeney Conservation Easement Amendment Deed. There is a monitoring well behind Walmart on a parcel of conservation area that South East Land trust would like mentioned within the deed. SELT created the amendment with their attorneys. The Town of Epping's legal counsel has reviewed the amendment as well as the Governor's Counsel.

Motion by Selectman Dwyer to approve the Sweeney Conservation Easement Amendment Deed. Seconded by Selectman Munguia. Motion carried 5-0.

Mr. Koch requested permission to include paving a portion of Mast Road with the NH grant funds instead of paving Birch Hill Road. They cost the same amount of money but Mast Road is used more.

Motion by Selectman Dwyer to go forward with paving Mast Road instead of Birch Hill Road. Seconded by Selectman Jordan. Motion carried 5-0.

Mr. Koch explained it is time for ground well testing at the Transfer Station. There is an annual report that must be turned in the state. The testing includes 2 houses near the Transfer Station along with 59 Hedding Road. Testing on 59 Hedding Road is not required by the state and Mr. Koch would like to discontinue testing as there as is a cost of \$640.00 each year. Discussion continued.

Motion by Selectman Dwyer to test 59 Hedding Road this year cancelling the testing for next year after notifying the owner. Seconded by Selectman Jordan. Motion carried 5-0.

7:15 PUBLIC HEARING/ Home Occupation Permit

Mr. and Mrs. Bourgoine introduced themselves as owners of "2a Engraving" at 240 Old Nottingham Road. After relaying a brief history of themselves they proceeded to explain their business. One bay of the garage will be used for a hobby/craft shop engraving anything made with stainless steel or hard plastic included firearms and knives blades and etc. Mr. and Mrs. Bourgoine request the town's approval for this business before they can apply for a Federal Firearms License. The Public Hearing was opened for public comments and questions. As there was no one in the audience, the Public Hearing was closed. Selectman Munguia clarified the protocol for gun safety at the property. Chairman Gauthier explained that this permit does not follow the homeowner.

Motion by Selectman Dwyer to approve the Home Occupation Permit for Mr. and Mrs. Bourgoine owners of "2a Engraving" at 240 Old Nottingham Road. Seconded by Selectman Munguia. Motion carried 5-0.

7:30 APPOINTMENT/New England Dragway/Inflatable 5K

Joe Lombardo from New England Dragway and Nick Germano representing the Inflatable 5K group run explained the beer garden would be a fundraiser on September 16, 2017 for the Gabriel Hope Foundation. Mr. Germano has been to the state training sessions. The set up will be the same as always, no more than 2 beers with ID's being checked. There will be a police officer on duty.

Motion by Selectman Jordan to approve the beer garden at the New Dragway during the Inflatable 5K run on September 16, 2017. Seconded by Selectman Dwyer. Motion carried 5-0.

Town Administrator Gregory C. Dodge commented the raceway bylaws need to be reviewed and updated.

FIRE

Request to hire Beverly Tufts for a part time paramedic at \$7.25 on call and \$17.50 day rate and Mark Proulx as a part time firefighter/EMT at \$7.26 on call and \$14.50 day rate was submitted for approval.

Motion by Selectman Dwyer to approve the hiring of Beverly Tufts for a part time paramedic at \$7.25 on call and \$17.50 day rate and Mark Proulx as a part time firefighter/EMT at \$7.25 on call and \$14.50 day rate. Seconded by Selectman Jordan. Motion carried 5-0.

Purchase Order to firepenny.com for a Paratech Vehicle Stabilization Kit in the amount of \$3,300 was submitted for approval.

Motion by Selectman Jordan to approve the purchase order to firepenny.com for a Paratech Vehicle Stabilization Kit in the amount of \$3,300. Seconded by Selectman Munguia. Motion carried 5-0.

Purchase Order to Conduent Government Systems, LLC for technology support services in the amount of \$3,530 was submitted for approval.

Motion by Selectman Dwyer to approve the purchase order to Conduent Government Systems, LLC for technology support services in the amount of \$3,530 giving permission to the Fire Chief to sign the contact. Seconded by Selectman Jordan. Motion carried 5-0.

Fire Chief Don DeAngelis requested permission to give Tank 1 to the Highway Department. It has been out of service since last year when it was replaced with Engine 3. The '76 International should go to the state auction at the White Farm.

Motion by Selectman Jordan to give the '81 Mac Tanker Truck to the Highway Department. Seconded by Selectman Dwyer. Motion carried 5-0.

Fire Chief Don DeAngelis discussed no longer using part timers as of next year. The calls are too many to run the department efficiently. He proposes the need for 3-4 more full time hirers needed. Presently he will need to use a day crew member to fill in on the night shift. There should be a long term plan created for coverage in the Fire Department.

LAND USE CHANGE TAX

Land Use Change Tax Forms for Prescott Orchards Land Development at 58 Apple Way, map and lot 008-014-076 and 55 Apple Way, map and lot 008-014-089 in the amount of \$8,000 each was submitted for approval.

Motion by Selectman Dwyer to approve the Land Use Change Tax Forms for Prescott Orchards Land Development at 58 Apple Way, map and lot 008-014-076 and 55 Apple Way, map and lot 008-014-089 in the amount of \$8,000 each. Seconded by Selectman Munguia. Motion carried 4-0.

POLE LICENSE

Petition and Pole License on Plumer Road was submitted for approval.

Motion by Selectman Jordan to approve the Petition and Pole License on Plumer Road. Seconded by Selectman Munguia. Motion carried 5-0.

MS-1

MS-1 report to the NH Department of Revenue was submitted for approval.

Motion by Selectman Dwyer to approve the MS-1 report to the NH Department of Revenue. Seconded by Selectman Munguia. Motion carried 5-0.

RESIGNATION

Resignation from Paula Brown in the Building Department as of September 7, 2017 was submitted for approval.

Motion by Selectman Dwyer to accept the resignation from Paula Brown in the Building Department as of September 7, 2017. Seconded by Selectman Jordan. Motion carried 5-0.

APPOINTMENT

Appointment for Sean M. Gallagher as a Part Time Patrol Officer was submitted for approval.

Motion by Selectman Jordan to approve the appointment for Sean M. Gallagher as a Part Time Patrol Officer. Seconded by Selectman Dwyer. Motion carried 5-0.

CORRESPONDENCE & REPORTS

ADMINISTRATOR'S REPORT

Town Administrator Gregory C. Dodge

Town Administrator Gregory C. Dodge introduced a proposal from KMS Actuaries, LLC to bring the town in compliance with the Governmental Accounting Standards Board Statement Number 75 (GASB 75). The auditors have suggested the town have this done. This could affect the town's bond rating.

Motion by Selectman Dwyer to table the proposal from KMS Actuaries. Seconded by Selectman Yergeau. Motion carried 5-0. Finance Director Lisa Fogg will attend the next meeting to help answer any questions.

Town Administrator Gregory C. Dodge announced the date for the Hazardous Waste Day will be October 21st in Exeter 8-1 PM. More information is on the web site or available at the Selectmen's Office.

Town Administrator Gregory C. Dodge explained that next week the board will meet on Tuesday the 19th for budget review with the Fire and Police Departments. Monday the 18th is the DOT meeting at the Kingston Library reviewing the states 10 year plan for the Route 125 corridor. Chairman Gauthier suggested contacting State Representatives Mr. Vose and Mr. Morrison and ask them to attend.

Town Administrator Gregory C. Dodge reported on the Comcast letter he received regarding negotiations. The letter is being reviewed by town council. The letter was sent as certain stipulations Comcast has to meet.

INDIVIDUAL SELECTMEN'S REPORTS

Selectman Munguia

Selectman Munguia wished Paula Brown and Sean Gallagher good luck in their future endeavors.

Selectman Yergeau

Selectman Yergeau thanked Sean Gallagher for his years of service to the Town of Epping.

Selectman Yergeau thanked Henry DeBoer for all his many years on the Water and Sewer Commission. The commission will miss all his knowledge. Those will be big shoes to fill. Town Administrator Gregory C. Dodge explained on Wednesday his replacement will be reviewed as 4 applications came in. The Water and Sewer Commission will have their appointment suggested for the September 25th meeting.

Selectman Jordan

Selectman Jordan thanked Sean Gallagher and Henry DeBoer and wished them the best of luck.

Selectman Jordan expressed his gratitude on September 11th to the Police and Fire Departments and the Military personnel for all they do and keeping our country safe.

Selectman Dwyer

Selectman Dwyer thanked Sean, Paula and Henry, God Speed.

Selectman Gauthier

No report

ADJOURN

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

Meeting was adjourned at 8:20 PM.

Respectfully submitted,

**Joyce Blanchard
Executive Secretary**

Tom Gauthier, Chairman

Adam Munguia, Selectman

Tom Dwyer, Selectman

Michael Yergeau, Selectman

Bob Jordan, Selectman

Date _____