

**BOARD OF SELECTMEN MEETING MINUTES  
TOWN OF EPPING, NEW HAMPSHIRE  
March 25, 2019**



**ATTENDANCE**

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

**CALL TO ORDER**

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

**ENTER IN TO NON-PUBLIC 91:A:3 II. (b)**

**Motion by Selectman Jordan 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 Yergeau to exit the Non-Public Session. Seconded by Selectman Jordan. Motion carried 5-0. Selectman Belanger arrived in time for the vote.**

**PUBLIC SESSION**

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

**PLEDGE ALLEGIANCE TO THE FLAG**

**NON-PUBLIC MINUTES**

**Motion by Selectman Jordan to accept the non-public minutes from March 25, 2019. Seconded by Selectman Yergeau. Motion carried 4-0-1. Selectman Belanger abstained as he arrived late.**

**MINUTES**

Minutes from the March 11, 2019 Selectmen's meeting was submitted for approval.

**Motion by Selectman Belanger to accept the minutes of March 11, 2019. Seconded by Selectman Jordan. Motion carried 4-0-1. Selectman Trombley abstained as he was not on the Board at the time.**

**PAYROLL MANIFEST**

Payroll manifest for pay period ending 3/21/2019 in the amount of \$120,196.18 was submitted for approval.

**Motion by Selectman Jordan to approve the payroll manifest for pay period ending 3/21/2019 in the amount of \$120,196.18. Seconded by Selectman Yergeau. Motion carried 5-0.**

## **ACCOUNTS PAYABLE MANIFEST**

Accounts payable manifest for week ending 3/21/2019 at \$1,459,302.82; \$1,000,000 is for the school, \$173,697.38 is for Penta Corp – WWTF Upgrades, \$95,000 us for the Trust Funds and \$190,605.44 is for the town was submitted for approval.

**Motion by Selectman Jordan to approve the accounts payable manifest for period ending 3/21/2019 at \$1,459,302.82. Seconded by Selectman Belanger. Motion carried 5-0.**

## **BUSINESS**

### **SELECTMEN ASSIGNMENTS**

#### **Chairman**

**Motion by Selectman Belanger to nominate and approve Selectman Munguia as Chairman to the Board of Selectmen. Seconded by Selectman Jordan. Motion carried 5-0.**

#### **Vice-Chairman**

**Motion by Selectman Munguia to nominate and approve Selectman Jordan as Vice-Chairman of the Board of Selectmen. Seconded by Selectman Yergeau. Motion carried 5-0.**

#### **Lamprey Regional Cooperative**

**Motion by Selectman Munguia to appoint Public Works Director Dennis Koch to the Lamprey Regional Cooperative. Seconded by Selectman Belanger. Motion carried 5-0.**

#### **Alternate Lamprey Regional Cooperative**

**Motion by Selectmen Belanger to nominate and approve Road Supervisor David Reinhold as alternate to the Lamprey Regional Cooperative. Seconded by Selectman Jordan. Motion carried 5-0.**

#### **Conservation Commission**

**Motion by Selectman Belanger to nominate and approve Selectman Trombley as representative to the Conservation Commission. Seconded by Selectman Jordan. Motion carried 5-0.**

#### **Planning Board**

**Motion by Selectman Munguia to nominate and approve Selectman Yergeau as representative to the Planning Board. Seconded by Selectman Belanger. Motion carried 5-0.**

#### **Alternate to the Planning Board**

**Motion by Selectman Belanger to nominate and approve Selectman Trombley as alternate representative to the Planning Board. Seconded by Selectman Jordan. Motion carried 5-0.**

Budget Committee

Motion by Selectman Jordan to nominate and approve Selectman Munguia as representative to the Budget Committee. Seconded by Selectman Yergeau. Motion carried 5-0.

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 5-0.

Recreation Commission

Motion by Selectman Jordan to nominate and approve Selectman Munguia as representative to the Recreation Commission. Seconded by Selectman Belanger. Motion carried 5-0.

Historical Commission

Motion by Selectman Munguia to nominate and approve Selectman Jordan as representative to the Historical Commission. Seconded by Selectman Belanger. Motion carried 5-0.

Cable TV Representative

Motion by Selectman Jordan to nominate and approve Selectman Belanger as representative to Epping Cable TV (ETV). Seconded by Selectman Yergeau. Motion carried 5-0.

Fire and Police

Motion by Selectman Munguia to nominate and approve Selectman Jordan as representative to the Fire and Police Departments. Seconded by Selectman Yergeau. Motion carried 5-0.

**OVERSIGHT ASSIGNMENTS**

Library Representative

Motion by Selectman Munguia to nominate and approve Selectman Belanger as oversight to the Library. Seconded by Selectman Jordan. Motion carried 5-0.

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 5-0.

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

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

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

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

## 7:15 PUBLIC HEARING

Chairman Munguia read the Public Hearing notice concerning the Parenteau title/deed matter located at 72 Mill Street and 6 Banigan Court, map and lot 008-014-076. Town Administrator Gregory C. Dodge briefly explained the history of the property and the title matter.

**Motion by Selectman Munguia, I move that, having heard the facts of this situation, and having sought comment from the Planning Board and Conservation Commission as is required by RSA 41:14-a, that we grant a release deed for the sum of \$1.00 to the David M. Tierney, Trustee of the Joan Parenteau Revocable Trust, as the Town has no interest in the property described in the release deed that has been prepared by our town attorney, and the granting of this deed will help the property owner clear up a title matter. Seconded by Selectman Yergeau. Motion carried 5-0.**

## DPW

Purchase Order to Liberty International Trucks of NH for 1 HV507 Dump Truck with automatic transmission, side dump body and front & wing plow in the amount of \$144,915 was submitted for approval.

**Motion by Selectman Jordan to approve the purchase order to Liberty International Trucks of NH for 1 HV507 Dump Truck with automatic transmission, side dump body and front & wing plow in the amount of \$144,915. Seconded by Selectman Yergeau. Motion carried 5-0.**

Purchase Order to Liberty International Trucks of NH for 1 2020 HV513 roll-off truck with automatic transmission in the amount of \$160,433 was submitted for approval.

**Motion by Selectman Jordan to approve the purchase order to Liberty International Trucks of NH for 1 2020 HV513 roll-off truck with automatic transmission in the amount of \$160,433. Seconded by Selectman Belanger. Motion carried 5-0.**

Purchase Order to MB Tractor & Equipment for 1 Kubota M6060 Tractor with a mower in the amount of \$39,955 was submitted for approval. This is a state bid price.

**Motion by Selectman Jordan to approve the purchase order to MB Tractor & Equipment for 1 Kubota M6060 Tractor with a mower in the amount of \$39,955. Seconded by Selectman Belanger. Motion carried 5-0.**

## LIBRARY EXPANSION UPDATE

Mr. Charlie Goodspeed reviewed the recent drawings for the library addition, first and second floor. The bathroom count and design was changed from 2 bathroom downstairs to an additional bathroom upstairs. A lengthy discussion continued regarding rooms, heating system, insulation, windows, brick, town involvement, TD Bank loan, proposal cost and etc.

**Motion by Selectman Belanger strongly suggesting a weekly report from Mr. Goodspeed sharing cost and numbers that would not be publicized at this time.** There was no second and no action was taken on this motion. More discussion regarding the cost and what the Selectmen wanted from Mr. Goodspeed reports followed.

**Motion by Selectman Munguia to proceed with the TD Bank bond application pivotal on acceptance of the bond money and receipt of construction sub-contractor estimates, drawings and specifications. Seconded by Selectman Jordan. Motion carried 4-1-0. Selectman Belanger voted nay.**

## **FINANCE**

State Form MS-232 was submitted for approval. Finance Director Lisa Fogg explained this form includes the appropriations from the recent town voting and the numbers are used by state to set the tax rate.

**Motion by Selectman Jordan to approve the State Form MS-232. Seconded by Selectman Belanger. Motion carried 5-0.**

## **CONSERVATION**

Appointment for John Gabour for the office of Conservation Commission with a 1 year term was submitted for approval.

**Motion by Selectman Jordan to approve the appointment for John Gabour for the office of Conservation Commission with a 1 year term. Seconded by Selectman Belanger. Motion carried 5-0.**

Conservation Commission member Sandy Goodspeed requested merging the conservation lots off of Joshua Lane. After a discussion with Attorney Ratigan the following motion needed to be made:

**Motion by Selectman Munguia, I move that the board vote to release and discharge from public servitude as is authorized by RSA 231:51 that portion of Joshua Lane beginning at the Map 026 lot 013-014 shared boundary line (the shared boundary line of lots 158-19 and 158-18 on the recoded plan) and continuing to the end of the Joshua Lane cul-de-sac, and to release and discharge from public servitude Quakerfield Drive in its entirety, as these portions of these paper streets appear on a plan D-20334 that was approved and recorded more than 20 years age, and these portions of these paper street have not been opened, built, or use for public travel within 20 years of such dedication on the recorded plan. Seconded by Selectman Jordan. Motion carried 5-0.**

## **RESOLUTION**

The letters to Stephen Shurtleff, Speaker of the House of Representatives, Donna Soucy, President of the NH Senate and Christopher Sununu, Governor of the State NH were signed explaining the enclosed resolution that was passed by the voters of Epping on March 12, 2019.

## **LAND USE CHANGE TAX**

Land Use Change Tax form for Prescott Orchard Land Development LLC for map and lot 008-014-080 in the amount of \$8,000 was submitted for approval.

**Motion by Selectman Jordan to approve the Land Use Change Tax form for Prescott Orchard Land Development LLC for map and lot 008-014-080 in the amount of \$8,000. Seconded by Selectman Belanger. Motion carried 5-0.**

## **VETERANS CREDIT**

Veteran Tax Credit for Michael Conte at map and lot 016-061-007 was submitted for approval.

**Motion by Selectman Yergeau to approve the Veteran Tax Veteran Credits for Michael Conte at map and lot 016-061-007. Seconded by Selectman Jordan. Motion carried 5-0.**

## **RAFFLE PERMIT**

Raffle Permit for American Legion, Post#51 for 2019 raffles ie: games, Ace of Spades, Queen of Hearts, Turkey Shoot and etc. was submitted for approval.

**Motion by Selectman Belanger to approve the Raffle Permit for American Legion, Post#51 for 2019 raffles. Seconded by Selectman Jordan. Motion carried 5-0.**

## **YIELD TAX**

Timber Yield Tax for Scott Barthelemy at map and lot 036-025 in the amount of \$1,944.08 and map and lot 036-004 in the amount of \$546.35, State of NH at map and lot 029-210 in the amount of \$4.57 and Robert Kimball at map and lot 016-029+38 in the amount of \$2,358.01 was submitted for approval.

**Motion by Selectman Belanger to approve the Timber Yield Tax for Scott Barthelemy at map and lot 036-025 in the amount of \$1,944.08 and map and lot 036-004 in the amount of \$546.35, State of NH at map and lot 029-210 in the amount of \$4.57 and Robert Kimball at map and lot 016-029+38 in the amount of \$2,358.01. Seconded by Selectman Jordan. Motion carried 5-0.**

## **INTENT TO CUT**

Intent to Cut for Louise Beard off of Coffin Road, Map and Lot 023-102 was submitted for approval.

**Motion by Selectman Belanger to approve the Intent to Cut for Louise Beard off of Coffin Road, Map and Lot 023-102. Seconded by Selectman Jordan. Motion carried 5-0.**

## **ADMINISTRATOR'S REPORT**

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

Town Administrator Gregory C. Dodge presented a purchase order to Certified Computer Solutions for 3 workstation replacements, Network system and Town Hall router replacements in the amount of \$7,683 was submitted for approval.

**Motion by Selectman Jordan to approve the purchase order to Certified Computer Solutions for 3 workstations replacements, network system and Town Hall router in the amount of \$7,683. Seconded by Selectman Yergeau. Motion carried 5-0.**

Town Administrator Gregory C. Dodge told the Selectmen that the town offered to do the library billing but the library will continue to do their own. They will confer with Finance Director Lisa Fogg quarterly to reconcile their books.

Town Administrator Gregory C. Dodge asked for guidance regarding the town iPhones that need to be disposed of.

**Motion by Selectman Belanger to donate the phones to the “Cell Phone for Soldiers” program. Seconded by Selectman Jordan. Motion carried 5-0.**

Town Administrator Gregory C. Dodge welcomed Selectman Trombley to the Board of Selectmen, glad to have you on board and wished him luck.

## **INDIVIDUAL SELECTMEN’S REPORTS**

### **Selectman Belanger**

Selectman Belanger welcomed Selectman Trombley to the Board, he appreciated his thoughts on the library.

Selectman Belanger explained his nay vote regarding the library. He feels very strongly that the board needs to see the numbers before going forward.

### **Selectman Yergeau**

Selectman Yergeau welcomed Selectman Trombley to the Board, wished him luck and told him to have fun.

Selectman Yergeau would like to have an informational meeting regarding the Liberty project. The meeting should have a moderator during the discussion. Speakers should be invited to update the town so we all have the same facts.

### **Selectman Trombley**

Selectman Trombley is excited to be on the board, he believes he has information to offer as there are a lot of interesting items to discuss.

### **Selectman Jordan**

Selectman Jordan welcomed Selectman Trombley aboard, he hit the ground running tonight.

Selectman Jordan thanked the residents for putting trust in him for another 3 years.

### **Selectman Munguia**

Selectman Munguia welcomed Selectman Jordan back for another 3 years and everything he’s done for the town. Welcome Selectman Trombley to the Board of Selectmen.

Selectman Munguia thinks Mr. Goodspeed is doing a great job, but the board needs to see the estimates for construction before anything can go further.

**PUBLIC**

Rick Davis from 110 Railroad Avenue asked the Selectmen to clarify what the meeting they want to have would be about. Chairman Munguia answered an informational meeting is needed to cover the safety, security, esthetics and financials regarding the LG Tank built in Epping. This would not be a debate but informational only. Mr. Davis suggested asking Unital to come down Main Street to the Schools and Town Hall. Having that happen would expand Epping's benefit from them.

**ADJOURN**

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

The meeting was adjourned at 9:35 PM

**Respectfully submitted,**

**Joyce Blanchard  
Executive Secretary**

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**Adam Munguia, Chairman**

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**Joe Trombley, Selectman**

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**Bob Jordan, Selectman**

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**Mike Yergeau, Selectman**

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**Cody Belanger, Selectman**

Date 4/08/2019