

**BOARD OF SELECTMEN MEETING MINUTES  
TOWN OF EPPING, NEW HAMPSHIRE  
June 3, 2019**



**ATTENDANCE**

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

**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 II. (b) hiring**

**Motion by Selectman Belanger to enter in to Non-Public Session. Seconded by Selectman Jordan. Motion carried 5-0. Roll call vote was taken and carried unanimously.**

**Motion by Selectman Belanger to exit the Non-Public Session. Seconded by Selectman Jordan. Motion carried 5-0.**

**PUBLIC SESSION**

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

**PLEDGE ALLEGIANCE TO THE FLAG**

**A Moment of Silence was held for resident, friend and public servant, Paul Spidle.**

**NON-PUBLIC MINUTES**

**Motion by Selectman Belanger to seal the non-public minutes from June 3, 2019. Seconded by Selectman Jordan. Motion carried 5-0.**

**MINUTES**

Minutes from the May 20, 2019 Selectmen's meeting was submitted for approval.

**Motion by Selectman Jordan to accept the minutes from the May 20, 2019 Selectmen's meeting. Seconded by Selectman Belanger. Motion carried 5-0.**

Minutes from the May 22, 2019 Selectmen's meeting was submitted for approval.

**Motion by Selectman Jordan to accept the minutes from the May 22, 2019 Selectmen's meeting. Seconded by Selectman Belanger. Motion carried 4-0-1. Selectman Trombley abstained.**

#### **PAYROLL MANIFEST**

Payroll manifest for pay period ending 5/30/2019 in the amount of \$136,420.38 was submitted for approval.

**Motion by Selectman Belanger to approve the payroll manifest for pay period ending 5/30/2019 in the amount of \$136,420.38. Seconded by Selectman Jordan. Motion carried 5-0.**

#### **ACCOUNTS PAYABLE MANIFEST**

Accounts payable manifest for week ending 5/30/2019 at \$1,543,643.66; \$1,543,643.66 is for the school \$63,465.88 is for the police cruiser laptops, \$17,045.15 is for the library addition and \$369,497.63 is for the town was submitted for approval.

**Motion by Selectman Belanger to approve the accounts payable manifest for period ending 5/30/2019 at \$1,543,643.66. Seconded by Selectman Jordan. Motion carried 5-0.**

#### **BUSINESS**

##### **POLICE**

Request to hire Jeremy Heinrich as a full time police officer at \$21.06 was submitted for approval. Police Chief Michael Wallace introduced Mr. Heinrich and gave a brief description of his past employment. If hired Mr. Heinrich will start July 1, 2019.

**Motion by Selectman Jordan to approve the request to hire Jeremy Heinrich as a full time police officer at \$21.06 starting July. Seconded by Selectman Belanger. Motion carried 5-0.**

**Motion by Selectman Belanger to create a new position for New Hampshire Retirement. Seconded by Selectman Yergeau. Motion carried 5-0.**

##### **SAFETY COMPLEX**

Police Chief Michael Wallace requested permission to hire Em & Em Cleaning to clean both sides of the Safety Complex at \$500 a week. Due to security reasons, the trustee program has ended and there is no longer anyone to maintain the buildings. As this issue occurred after the budget season there are budget concerns. Mr. Wallace can only find \$8,000 in the budget but needs \$12,000 for the year. Discussion regarding the budget continued.

**Motion by Selectman Jordan to approve the request to hire Em & Em Cleaning to clean both sides of the Safety Complex. Seconded by Selectman Munguia. Motion carried 4-1. Selectman Belanger voting nay due to monies not allotted in the budget.**

##### **7:15 WWTF PRESENTATION**

Sharon Nall from NHDES and Mark Toussaint from Eversource presented the wastewater treatment plant staff a plaque for one of the first annual NHDES/NHSaves Energy Efficiency Award for the "Most

Improved” category. Jim Pouliot has reduced the overall energy use of the WWTP by 17% and has cut the electric energy used to remove a pound of biological oxygen demand by 48%. Mr. Toussaint read a congratulatory letter from Congressman Chris Pappas.

### **7:30 MIKE LEE**

Mike Lee, 19 Pike Street came before the Board of Selectmen requesting a waiver for his driveway. He has a 3 car garage and his driveway was paved 55 feet wide and the permit is for 25 feet only. Road Supervisor David Reinhold spoke about the driveway not being to town code and suggesting it being cut down. A timeline of the driveway permit was reviewed. Conversation continued regarding should the driveway comply to the regulations as the driveway has already been built, responsibility of the contractor, granting a waiver and or going through the zoning process. The driveway issue is holding up the resident from moving into the home.

**Motion by Selectman Jordan to approve the waiver for the 55 foot driveway for owner Mike Lee at 19 Pike Street. Seconded by Selectman Munguia. Motion did not carry 1-3-1. Selectman Yergeau abstained.**

**Motion by Selectman Jordan to recommend to the Planning Board allowing a temporary Certificate of Occupancy be issued respective of the driveway issue. Seconded by Selectman Trombley. Motion carried 4-0-1. Selectman Yergeau abstained.**

### **PRIMEX**

Workers Compensation Agreement for a 3 year coverage with a maximum 8% increase was submitted for approval.

**Motion by Selectman Belanger to approve the contract giving the Town Administrator Gregory C. Dodge permission to sign the agreement on behalf of the Board of Selectmen. Seconded by Selectman Jordan. Motion carried 5-0.**

### **FIRE**

Wetland Permit for a dry hydrant installation on Map and Lot 005-023 in the amount of \$200 was submitted for approval. Fire Chief Donald DeAngelis explained there is a 5 year window to create a budget to exercise the permit.

**Motion by Selectman Jordan to approve the Wetland Permit for a dry hydrant installation on Map and Lot 005-023. Seconded by Selectman Belanger. Motion carried 5-0.**

### **SPECIAL ELECTION**

Chairman Munguia explained the need for a special election as there is a vacancy for State Representative due to Sean Morrison’s resignation. Mr. Munguia read the request letters that needs approval from Governor Sununu, the Executive Council and Secretary of State Mr. Gardner.

**Motion by Selectman Jordan to approve the request letters to hold a special election to Governor Sununu, the Executive Council and Secretary of State Mr. Gardner for the vacancy for State**

**Representative. Seconded by Selectman Yergeau. Motion carried 4-0-1. Selectman Belanger abstained.**

Michael Vose introduced the idea of not having a special election if the cost is too much as the second year of the representative's term is not as important as the first year.

Representative Vallone thinks it's important for Epping to have a voice in Concord.

## **LIBRARY UPDATE**

Charlie Goodspeed came before the board to answer questions about the library project and have the AIA contracts signed for plumbing, framing and sprinklers. Discussion regarding information needed, stream lining the AIA forms and etc. continued. There was no motion on the contracts taken at this time.

## **YIELD TAX**

Timber Tax Levy for Jerry Thayer maps and lots 033-029 + 70 and 034-004 in the amount of \$1,041.80 was submitted for approval.

**Motion by Selectman Jordan to approve the Timber Tax Levy for Jerry Thayer maps and lots 033-029 + 70 and 034-004 in the amount of \$1,041.80. Seconded by Selectman Belanger. Motion carried 5-0.**

## **WWTF – REVOLVING LOAN FUND**

Two State of New Hampshire water pollution control revolving loan fund contracts in the amount of \$2,190,000 was submitted for approval.

**Motion by Selectman Belanger to approve the 2 contracts for the New Hampshire water pollution control revolving loan fund in the amount of \$2,190,000. Seconded by Selectman Jordan. Motion carried 5-0.**

## **RAFFLE PERMIT**

Raffle Permit for Kristen Davidson to raise money to enter in the Miss Amazing Pageant and travel to Chicago Illinois was submitted for approval.

**Motion by Selectman Jordan to approve the Raffle Permit for Kristen Davidson to raise money to enter in the Miss Amazing Pageant and travel to Chicago Illinois. Seconded by Selectman Yergeau. Motion carried 5-0.**

## **ADMINISTRATOR'S REPORT**

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

Town Administrator Gregory C. Dodge reminded everyone that the Tax Collector and Clerks office hours have changed to Monday 8:30 AM – 7 PM, Tuesday, Wednesday and Thursday, 8:30 AM – 3:30 PM and Friday 8:30 AM – 2:30 PM.

Town Administrator Gregory C. Dodge wanted to be clear that there are 3 letters going out regarding the special election; to Governor Sununu, the Executive Council and Secretary of State Mr. Gardner.

Town Administrator Gregory C. Dodge reported the 3 invoices that were on hold regarding the library have been paid. The McHenry Architecture payment has been reviewed and is in tonight's manifest. Mr. Dodge added the Library addition is a lot for him to handle and he welcomes the Board of Selectmen's input to help him do what is right.

## **INDIVIDUAL SELECTMEN'S REPORTS**

### **Selectman Belanger**

Selectman Belanger thanked Town Administrator Gregory C. Dodge for all he is doing with the library addition.

Selectman Belanger stated there will be a Special Election coming soon for State Representative.

### **Selectman Yergeau**

Selectman Yergeau sent the Spidle family his condolence and he was sorry he couldn't attend the services

### **Joe Trombley**

Joe Trombley shared his sympathies to the Spidle family, he was at a different funeral and couldn't attend the services either.

Joe Trombley has talked to Joe Denoncour from ETV and will be learning how to run the cameras for future emergency coverage.

### **Selectman Jordan**

Selectman Jordan has worked with Mr. Spidle over the years and thanked him for being so dedicated to the town. His condolences to Dianne and the family. Mr. Jordan wasn't in attendance as he was out of town but thanked Adam Munguia for his kind words at the service.

Town Administrator Gregory C. Dodge brought forth purchase order #198 for 3 12 foot Selectmen tables for the meeting room from K-Log Company in the amount of \$4,569 for approval.

**Motion by Selectman Belanger to approve the purchase order #198 for 3 12 foot Selectmen tables for the meeting room from K-Log Company in the amount of \$4,569. Seconded by Selectman Jordan. Motion carried 5-0.**

### **Selectman Munguia**

Selectman Munguia said it was an honor to speak at Mr. Spidle's service. Whether you agreed or not politically he was a dedicated public servant and hard working. His sincerest condolences to the entire family.

**PUBLIC COMMENTS**

Mike Vose from Olde Bridge Lane spoke about the 200<sup>th</sup> New Hampshire State House Birthday. There is an all week celebration in Concord. William Plumer from Epping was Governor at the time and supervised the building of the State house. It is the oldest continuing working state house in the entire country.

**ADJOURN**

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

Meeting was adjourned at 9:15 PM.

**Respectfully submitted,**

Joyce Blanchard  
Executive Secretary

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Adam Munguia, Chairman

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Bob Jordan, Selectman

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Mike Yergeau, Selectman

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Cody Belanger, Selectman

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Joe Trombley, Selectman

Date \_\_\_\_\_ 6/17/2019 \_\_\_\_\_