

**BOARD OF SELECTMEN MEETING MINUTES
TOWN OF EPPING, NEW HAMPSHIRE
May 6, 2019**



ATTENDANCE

Vice Chairman Bob Jordan; Selectmen Mike Yergeau, and Joe Trombley. Town Administrator Gregory C. Dodge. Chairman Adam Munguia joined the meeting via cell phone and Selectman Cody Belanger was on his way to the meeting and he also joined the meeting via cell phone. Executive Secretary Joyce Blanchard was excused.

CALL TO ORDER

Vice Chairman Bob Jordan called the public session to order at 6:35 PM at the Epping Town Hall.

ENTER INTO NON-PUBLIC SESSION 91-A:3 II. (a)

Motion by Vice Chairman Bob Jordan to enter into Non-Public Session in accordance with RSA 91-A:3 II (a) compensation. Seconded by Selectman Mike Yergeau. Motion carried 5-0. Roll call vote was taken; Jordan, Yergeau, Trombley, Belanger (via phone) and Munguia (via phone) all voting aye.

Motion by Vice Chairman Bob Jordan to exit Non-Public Session. Seconded by Selectman Cody Belanger. Motion carried 5-0.

PUBLIC SESSION

Vice Chairman Bob Jordan reconvened the public session at 7:00 PM at the Epping Town Hall.

PLEDGE ALLEGIANCE TO THE FLAG

MINUTES

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

Motion by Selectman Mike Yergeau to accept the minutes of April 22, 2019. Seconded by Vice Chairman Bob Jordan. Motion carried 2-0-1 (Selectman Trombley abstaining). Selectman Belanger had not yet arrived when vote was taken therefore a majority of the quorum present was needed to approve the minutes.

PAYROLL MANIFEST

Payroll manifest for pay period ending May 2, 2019 in the amount of \$123,059.31 was submitted for approval.

Motion by Selectman Mike Yergeau to approve the payroll manifest for pay period ending May 2, 2019 in the amount of \$123,059.31. Seconded by Selectman Joe Trombley. Motion carried 3-0.

ACCOUNTS PAYABLE MANIFEST

Accounts payable manifest for week ending May 2, 2019 in the amount of \$302,634.02 (\$102,300.00 WWTF Upgrade, \$200,334.02 other) was submitted for approval.

Motion by Selectman Mike Yergeau to approve the accounts payable manifest for week ending May 2, 2019 in the amount of \$302,634.02 (\$102,300.00 WWTF Upgrade, \$200,334.02 other). Seconded by Selectman Joe Trombley. Motion carried 3-0.

BUSINESS

BANK CLOSING (LIBRARY ADDITION)

Finance Director Lisa Fogg reviewed the closing documents on the TD Bank loan in the amount of \$600,000 (Six Hundred Thousand Dollars) requiring the signature of the Board of Selectmen and the Town Treasurer.

Motion by Selectman Mike Yergeau to approve and sign off on the TD Bank loan for the library addition in the amount of \$600,000. Seconded by Selectman Joe Trombley. Motion carried 3-0.

Selectman Cody Belanger arrived at 7:09 PM.

Town Administrator Gregory Dodge suggested a re-vote on approving the TD Bank loan for the library addition as Selectman Cody Belanger was not present to vote on the original motion. A re-vote would allow Selectman Belanger to cast a vote and sign the appropriate paperwork.

Motion by Selectman Mike Yergeau to approve and sign off on the TD Bank loan for the library addition in the amount of \$600,000. Seconded by Selectman Joe Trombley. Motion carried 4-0.

All documents needing signatures from the Board were completed and there was additional paperwork that required the signature of the Town Administrator.

Motion by Selectman Cody Belanger to allow the Town Administrator to sign any remaining TD Bank loan documents on behalf of the Board of Selectmen where applicable. Seconded by Selectman Mike Yergeau. Motion carried 4-0.

APPOINTMENTS

ROB GRAHAM 7:05 PM

Mr. Rob Graham was a no show to this meeting.

CHRISTIAN MATTHEWS 7:15 PM – RPC ROAD PRESENTATION

Mr. Christian Matthews of the Rockingham Planning Commission addressed the Board. He had completed a detailed road analysis of the Town of Epping, NH in conjunction with the Town's Department of Public Works. He went through a thorough power point presentation. At the conclusion of the presentation Selectman Mike Yergeau said that he had multiple questions but would contact Mr. Matthews directly. Vice Chairman Bob Jordan thanked Mr. Matthews for the presentation.

WENDY JOHNSON 7:30 PM – NH DOT

Ms. Wendy Johnson and Mr. Dan Prehmo addressed the Board of Selectmen in regards to the State's preparation for work on a three mile section of Route 125 in Epping. Though a construction engineer had not been selected as of yet the State was soliciting ideas from the Town on what infrastructure needs the Town may have when construction does begin. Sidewalks, bicycle paths, water and sewer lines, drainage concerns, etc. were some of a few ideas the State was looking for. This \$8 million dollar project probably will not begin until sometime in 2021.

Ms. Johnson will work with the Town on any ideas it may have that may coincide with their road work. She will email and work with the Town Administrator and Dennis Koch.

Vice Chairman Jordan thanked her for the information and hopes to work with the State on this upcoming project.

LIBRARY UPDATE – CHARLIE GOODSPEED

Mr. Charlie Goodspeed advised the Board that he just received stamped structural drawings this afternoon and last Friday received the stamped architectural drawings. He did not have handouts for the Selectmen nor did he have the cost estimates with him. Mr. Goodspeed had a project schedule with him and was looking at a start date of May 15, 2019 (plus or minus a few days) with excavation and demolition.

The stamped architectural drawings did not include a sprinkler system though it is what was asked for instead the specifications called for double layered drywall which meets code.

If the schedule goes as planned the project should be completed the second week in September but more likely the end of October.

He also had project specifications and AIA forms for each task. He said that small changes had been made in regards to room size and bathrooms.

Dave Reinhold assisted Mr. Goodspeed in having Dig Safe come to the site. He has contacted D.F. Richard to get the existing propane tank moved to the other end of the building. A tree on site needed to be removed as well but Mr. Goodspeed said there would be no costs because he knows someone who would take the tree down.

The library is currently closed and it is anticipated that they will be completely moved out by May 14th and reopen at the Community Church on May 22nd. The Board was invited to a meeting on May 8th at the library at approximately 1:00 PM to review all of the proposals.

Mr. Goodspeed's estimated costs for the project are coming in at around \$500,000.00 with \$82,000 - \$100,000 to be set aside as contingency costs.

The Board of Selectmen had many questions for Mr. Goodspeed. Selectman Yergeau asking how a start date of May 15th was possible when the cost is still pretty much unknown. Mr. Goodspeed said that was a very good question and a "gamble" to start on that date. However with a \$500,000 estimate in costs and changes that are "quite minimal" and with "substantial" reduction in some of the construction he was "confident" that the project could be completed for \$500,000.

There was considerable discussion from Board members and Mr. Goodspeed regarding this project.

Though there was no clear consensus of the Board it was thought a posted meeting for Wednesday was in order. Selectman Yergeau was still not convinced a Wednesday meeting was necessary because some of the project lines needed to be re-bid due to the changes made.

Selectman Joe Trombley came up with a punch list of what was needed from Mr. Goodspeed, those items were; 1) stamped drawings which appear to be done, 2) written specifications that also appear to be complete, 3) complete bid packages that encompasses the entire scope of work to be done including add alternates if applicable with pricing broken out accordingly, 4) construction estimates and 5) a construction schedule that also appears to be finished or near finished.

For further details see the ETV tape of this meeting.

ANTIQUA STREET LIGHTS – MAIN STREET

Town Administrator Gregory Dodge stated he has received some renewed interest in the three antique street lights on Main St. Former Selectman James McGeough had inquired about repairing the lights five years ago but the Town was unable to locate the power source for said lights. A Mr. Harold Fuller (present at the meeting) has been emailing the Town Administrator to see if the Town would be interested in doing something with the lights. There are three options; repair the lights, replace the lights or remove the lights. Sample lighting has been submitted but no quotes have been sought at this time. Mr. Harold Fuller addressed the Board and was happy to do the leg work. The Board thought removal of the lights was probably not an option so that they should be repaired or replaced instead.

Vice Chairman Bob Jordan said he knew that the Town of Peterborough had sought grant money for their lights in Town.

Town Administrator Gregory Dodge said that he was willing to work with Mr. Fuller in seeking costs to either repair or replace the lights and report back to the Board.

Motion by Selectman Cody Belanger to have the Town Administrator work with Mr. Fuller in seeking costs to repair or replace the antique lights on Main St. and bring it back to the Board. Seconded by Selectman Mike Yergeau. Motion carried 4-0.

PAY INCREASE APPROVAL

Selectman Bob Jordan made a motion to approve the 3% (COLA) increases for all employees and to adjust the rates of pay for employees as determined by the Board of Selectmen retroactive to April 1, 2019. In regards to the Recreation increases they would come from the Recreation Revolving Fund. Seconded by Selectman Cody Belange. Motion carried 4-0.

PEDDLER'S PERMIT

A Peddler's Permit was submitted for Ryan McFadden to sell kettle corn at the American Legion on May 27, 2019 at the Memorial Day parade. All State permits have been approved. This is a one day permit.

Motion by Selectman Cody Belanger to approve the Peddler's Permit as submitted by Ryan McFadden for a kettle corn cart at the American Legion on May 27, 2019. Seconded by Selectman Joe Trombley. Motion carried 4-0.

RENTAL TOWN FACILITIES

Pearson Way Condo Association applied to use the Town Hall for their Association meeting on May 14, 2019 from 7:00 PM to 9:00 PM. There are no conflicts with using the Town Hall at the specified date and time.

Motion by Selectman Cody Belanger to approve with discussion. Though no second was received discussion continued with Selectman Belanger questioning if the fee was even necessary as it has been waived in some cases. Selectman Belanger then said that he wanted to rephrase his motion as follows:

Motion by Selectman Cody Belanger to approve Facility Use Agreement for Pearson Way Condo Association on May 14, 2019 from 7-9 PM and to waive the \$15 dollar fee. Seconded by Selectman Mike Yergeau. He wanted to make one point that doing so would set bad precedent going forward. The fee is normally paid without question and since it is only \$15. Selectman Trombley did not see the need to waive the fee. This motion and the second was rescinded by Selectman Belanger and Selectman Yergeau respectively.

Motion by Selectman Cody Belanger to approve the Facility Use Agreement for Pearson Way Condo Association on May 14, 2019 from 7-9 PM. Seconded by Selectman Mike Yergeau. Motion carried 4-0.

Senator Jon Morgan's Office requested the use of a conference room at Town Hall to meet with constituents on June 4, 2019 from 4:30 PM – 5:30 PM. There are no conflicts with using the Town Hall on the date and time specified.

Motion by Selectman Cody Belanger to allow the office of Senator Jon Morgan to use a conference room at Town Hall on May 14, 2019 from 4:30-5:30 PM to meet with constituents. Seconded by Selectman Mike Yergeau. Motion carried 4-0.

ABATEMENT

An abatement application was received from Jessica Bernier, Raymond Bernier and Janice Beauchesne Abbott for properties on Jacobs Well Road Map #024, Lot #018-001 and Map #24, Lot 018. These were reviewed by Scott Marsh of MRI with the following recommendations. As to Map #24, Lot #018-01 it is recommended after adjustments that the assessed value be reduced by \$40,600 from \$93,100 to \$52,500 with an abatement of \$1,053.16 plus applicable interest and for Map #24, Lot #018 the recommendation after adjustments reducing the assessed value by \$78,400 from \$158,600 to \$80,200 with an abatement of \$2,033.70 plus interest if applicable.

Motion by Selectman Cody Belanger to approve the abatement of Jessica Bernier, Raymond Bernier and Janice Beauchesne Abbott Jacobs Well Road Map #024, Lot #018-001 in the amount of \$1,053.16 as recommended by Scott Marsh. Seconded by Selectman Mike Yergeau. Motion carried 4-0.

Motion by Selectman Cody Belanger to approve the abatement of Jessica Bernier, Raymond Bernier and Janice Beauchesne Abbott Jacobs Well Road Map #024, Lot #018 in the amount of \$2,033.70 as recommended by Scott Marsh. Seconded by Selectman Mike Yergeau. Motion carried 4-0.

RECREATION COMMISSION APPOINTMENT

Ms. Jacklyn Ulban request re-appointment to the Recreation Commission for a three year term.

Motion by Selectman Cody Belanger to re-appoint Jacklyn Ulban to the Recreation Commission for a three (3) year term. Seconded by Selectman Mike Yergeau. Motion carried 4-0.

FIREWORKS PERMIT

Joker's Fireworks submitted an application to sell fireworks in Epping. This is a local business on 9 Elm St. Epping, NH. The Fire Department has reviewed the application this local approval will give the owner what he needs to seek State approval. A letter from the Fire Department is attached.

Motion by Selectman Mike Yergeau to approve the application to sell fireworks for Joker's Fireworks 9 Elm St. Epping, NH. Seconded by Selectman Joe Trombley. Motion carried 4-0.

INTENT TO CUT

Intent to Cut for Donna Boutin, Map #023 Lot #036 was submitted for approval.

Motion by Selectman Cody Belanger to approve the Intent to Cut for Donna Boutin Map #023 Lot 036. Seconded by Selectman Mike Yergeau. Motion carried 4-0.

CONSERVATION LOT MERGER

A voluntary lot merger form to finalize the Town vote in March for the Conservation area off of Joshua Lane was submitted for approval. This paper is required so that it can be formally registered at the Registry of Deeds.

Motion by Selectman Mike Yergeau to approve the Voluntary Lot Merger as submitted for the conservation area off of Joshua Lane and to have Vice Chairman Bob Jordan sign on the Board's behalf. Seconded by Selectman Cody Belanger. Motion carried 4-0.

ELDERLY EXEMPTION

An Elderly Exemption application was received from Lorna Miller, Tax Map #032 Lot #012 at 164 Mast Rd. After review by Scott Marsh it appears that the applicant does qualify for elderly exemption and it is recommended for approval.

Selectman Cody Belanger made a motion to approve the Elderly Exemption for Lorna Miller 164 Mast Rd., Map #032 Lot #012 as recommended by Scott Marsh. Seconded by Selectman Mike Yergeau. Motion carried 4-0.

LARGE ASSEMBLY PERMIT

Sig Sauer Arms has submitted a large assembly permit for an event on June 1, 2019 from 10:00 AM to 2:00 PM. Attendance is estimated at between 250 and 550 people. Sig Arms has arranged for a police detail. All Department Heads have signed off on the application.

Motion by Selectman Mike Yergeau to approve the Large Assembly permit for Sig Arms for June 1, 2019 from 10A-2PM. Seconded by Selectman Joe Trombley. Motion carried 4-0-1 with Selectman Cody Belanger abstaining as he is an employee of Sig Arms.

ADMINISTRATOR'S REPORT

Town Administrator Gregory C. Dodge

Town Administrator Gregory Dodge stated that Liberty Utilities is looking to have an informational public forum in July of this year since their May date was cancelled. Liberty wanted to insure their dates did not conflict with Selectmen meeting dates and they do not. As part of this forum Liberty is flying in an expert from California who will have a live demonstration on how LNG reacts to heat and cold.

INDIVIDUAL SELECTMEN'S REPORTS

Selectman Belanger

Selectman Cody Belanger encouraged residents of the Town to meet with their Senator Jon Morgan on Tuesday June 4, 2019 from 4:30-5:30 PM at the Town Hall if they are available. He said it was a great opportunity to ask questions of our reps.

Selectman Yergeau

No report.

Selectman Trombley

Selectman Trombley said it was good to be back with the Board.

Selectman Jordan

No report.

PUBLIC COMMENTS

No public left in attendance.

ADJOURN

Motion by Selectman Cody Belanger to adjourn the meeting. Seconded by Selectman Mike Yergeau. Motion carried 4-0.

The meeting was adjourned at 9:15 PM.

Respectfully Submitted,

**Gregory C. Dodge
Town Administrator**

Vice Chairman Bob Jordan

Mike Yergeau, Selectman

Cody Belanger, Selectman

Joe Trombley, Selectman

Dated May 20, 2019