

**BOARD OF SELECTMEN MEETING MINUTES
TOWN OF EPPING, NEW HAMPSHIRE
August 26, 2019**



ATTENDANCE

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

CALL TO ORDER

Chairman Munguia called the public session to order at 6:45 pm at the Epping Town Hall.

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

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 Jordan to exit the Non-Public Session. Seconded by Selectman Trombley. Motion carried 4-0.

PUBLIC SESSION

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

MINUTES

Minutes from the July 29, 2019 Selectmen's meeting was submitted for approval.

Motion by Selectman Yergeau to accept the minutes from the July 29, 2019 Selectmen's meeting. Seconded by Selectman Trombley. Motion carried 3-1. Selectman Jordan abstained.

Minutes from the July 31, 2019 Selectmen's meeting was submitted for approval.

Motion by Selectman Yergeau to accept the minutes from the July 31, 2019 Selectmen's meeting. Seconded by Selectman Trombley. Motion carried 3-1. Selectman Jordan abstained.

Minutes from the August 12, 2019 Selectmen's meeting was submitted for approval.

Motion by Selectman Jordan to accept the minutes from the August 12, 2019 Selectmen's meeting. Seconded by Selectman Trombley. Motion carried 3-1. Selectman Yergeau abstained.

PAYROLL MANIFEST

Payroll manifest for pay period ending 8/22/2019 in the amount of \$136,063.78 was submitted for approval.

Motion by Selectman Jordan to approve the payroll manifest for pay period ending 8/22/2019 in the amount of \$136,063.78. Seconded by Selectman Yergeau. Motion carried 4-0.

ACCOUNTS PAYABLE MANIFEST

Accounts payable manifest for weeks ending 8/22/2019 at \$1,312,817.21 and 8/26/19 at \$258,271.77; \$1,000,000 for the school, \$222,129.77 for Wolcott Paving, \$47,973.37 Highway truck leasing, \$91,782.20 is for the library addition and \$209,203.64 is for the town was submitted for approval.

Motion by Selectman Jordan to approve the accounts payable manifest for periods ending 8/22/2019 and 8/26/19 totaling \$1,571,088.98. Seconded by Selectman Yergeau. Motion carried 4-0.

BUSINESS

RECREATION

2019 Fall Staff Pay Rate Increases for Linda Handley with an increase of \$3 an hour. Promoted to Program Coordinator AM Program. Brett Couture with an increase of \$.50 an hour. Promoted to Lead with PE Coordinator Responsibilities. Maureen Bills with an increase of \$1 an hour. Lead Staff returning w/Staff adjustment. Everett Brown with an increase of \$.50. Lead Staff returning w/Staff adjustment. Connor Lawton with an increase of \$1 an hour. Lead Staff returning w/Staff adjustment. Samantha Prince with an increase of \$1.50 an hour. Lead Staff returning w/Staff adjustment. Emily LeBlanc with an increase of \$2 an hour. Promoted to Regular Staff, Program Adjustment. Madison Murphy with an Increase of \$1an hour. Adjusted to Fall Junior Staff position were submitted for approval.

Motion by Selectman Jordan to approve the 2019 Fall Staff Pay Rate Increases for Linda Handley with an increase of \$3 an hour, Brett Couture with an increase of \$.50 an hour, Maureen Bills with an increase of \$1 an hour, Everett Brown with an increase of \$.50, Connor Lawton with an increase of \$1 an hour, Samantha Prince with an increase of \$1.50 an hour, Emily LeBlanc with an increase of \$2 an hour, Madison Murphy with an increase of \$1 an hour. Seconded by Selectman Trombley. Motion carried 4-0.

Request for approvals to hire Haylie Weghorst – P/T Lead Staff for the After School Program at \$12 an hour, Cynthia McCarthy – P/T Program Coordinator – Seniors, After School Programs at \$15 an hour, Hana Ireland – P/T Regular Staff – After School Program at \$11 an hour and Erika MacLeod – P/T After School Program Staff at \$10 an hour were submitted for approval.

Motion by Selectman Jordan to approve the hiring of hire Haylie Weghorst – P/T Lead Staff for the After School Program at \$12 an hour, Cynthia McCarthy – P/T Program Coordinator – Seniors, After School Programs at \$15 an hour, Hana Ireland – P/T Regular Staff – After School Program at \$11 an hour and Erika MacLeod – P/T After School Program Staff at \$10 an hour pending background checks.

Recreation write offs for the 2017 summer program and 2018 spring and summer recreation programs totaling \$2,893 were submitted for approval. The families can no longer have children that will attend the program.

Motion by Selectman Trombley to approve the recreation write offs for the 2017 summer program and 2018 spring and summer recreation programs totaling \$2,893. Seconded by Selectman Jordan. Motion carried 4-0.

FINANCE

State Form MS 434 with the revised revenues to set the tax rate will be \$6,508,144 leaving an overlay of \$50,000 was submitted for approval. Finance Director Lisa Fogg described these revenues are very conservative but can be adjusted in October. We are still waiting for utility numbers.

Motion by Selectman Jordan to approve the State Form MS 434 with the revised revenues to set the tax rate will be \$6,508,144 leaving an overlay of \$50,000. Seconded by Selectman Trombley. Motion carried 4-0.

Lease purchase agreement for a truck to be used by the Epping Highway Department was submitted for approval. This lease was approved by the town voters in March. Finance Director Lisa Fogg explained the lease is from Tax Exempt Leasing Corporation with a 3.59% interest on 7 years.

Motion by Selectman Jordan to approve the lease purchase agreement for a truck to be used by the Epping Highway Department allowing Town Administrator Gregory C. Dodge to sign the documents. Seconded by Selectman Yergeau. Motion carried 4-0.

7:15 MARC NICKERSON

Marc Nickerson from 75 Prescott Road came before the Board of Selectmen to discuss his land being wet due to the culvert being reinstalled too high. Mr. Nickerson read his time line regarding communication with the town to replace the culvert after he cleared various brush. He is asking the town to replace the culvert again and shared pictures of the culvert and the wet land. Road Supervisor David Reinhold told the Board of Selectmen the history of the culvert and why he replaced it higher than Mr. Nickerson requested. Discussion continued regarding the road being changed over 50 years, water run-off and needing a wet land permit to fill in that area. No action was taken at this time.

DPW

Purchase Order to ATS Rentals for 1 screener for one month for winter sand in the amount of \$5,300 was submitted for approval.

Motion by Selectman Jordan to approve the purchase order to ATS Rentals for 1 screener for one month for winter sand in the amount of \$5,300. Seconded by Selectman Trombley. Motion carried 4-0.

FIRE

Fire Chief Don DeAngelis reported the safety complex building is leaking. It would cost \$17,500 to fix the leak short term but it would leak again. The roof needs to be pulled off and reinsulated. He has a quote of \$80,000 and wants the board to know this cost is coming.

Fire Chief Don DeAngelis submitted the NH Project First Application for approval and signatures. Chief DeAngelis explained this is just like a previous grant awarded. We have one person trained to be a substance abuse first responder and this grant would allow another person be trained.

Motion by Selectman Jordan for the Town of Epping Selectmen to accept the terms of First Responder – Comprehensive Addiction and Recovery Act (FRCARA) Cooperative Agreement as presented in the amount of \$72,181.00 to implement a mobile integrated health care (MIH) program pending both NH Fire Standards and Training & EMS approval and Governor and Council approval. And further, once the Grant has been approved by the NH Fire Standards and Training & EMS and Governor and Council, the Grant will be presented to the Epping Board of Selectmen for a public hearing and final approval before any monies are accepted by the Town; and further, the Board of Selectmen votes to authorize Gregory C. Dodge Town Administrator to sign any and all necessary and related documents to effectuate this grant. Seconded by Selectman Yergeau. Motion carried 4-0.

LIBRARY

Charlie Goodspeed discussed the outside stairs at the library. The stairs have settled which is causing the bricks to move. Mr. Goodspeed proposes to remove all brick work, old fill and try to evaluate what is needed and reinforce the concrete. Mr. Goodrich believes the total cost of the finished stairs to be close to \$5,000.00. He would like permission to be in charge of the project and make all decisions regarding the stairs. The stairs need to be started immediately to be finished in time for the open house. After a lengthy conversation there was no motion made for Mr. Goodspeed to move forward.

Selectman Trombley updated the board regarding the library. The electricity is complete, the framing is done except the interior doors and trim. The plumbing and radiate heat has been completed. The insulation will start tomorrow. The lift contract needs to be signed. The change order for the framer needs to be finalized. The carpet and tile needs to be priced out. As of now there is \$35,000 left in the budget including the contracts that are locked in. The library should be finished by October 24th.

Chairman of the Trustees for the library John Clark requested to have the trustees be involved with the decisions concerning the rebuilding of the stairs. Mr. Clark thanked Selectman Trombley for all he has done for the library and said he was a real asset to the Library Board of Trustees.

ADMINISTRATOR'S REPORT

Town Administrator Gregory C. Dodge

Town Administrator Gregory C. Dodge announced Trick or Treat will be on October 31st 5-7.

Town Administrator Gregory C. Dodge stated the Hazardous Waste Day will be held October 19th 8am – 2 pm at the Exeter Public Works garage.

Town Administrator Gregory C. Dodge said there will be a non-meeting in 2 weeks to meet with Attorney Ratigan regarding the solar agreement.

Town Administrator Gregory C. Dodge will meet with the selectman in the morning to see the library stairs.

INDIVIDUAL SELECTMEN'S REPORTS

Selectman Belanger

Excused

Selectman Yergeau

No Report

Joe Trombley

Selectman Trombley said he will not be here at the next meeting

Selectman Jordan

No Report

Selectman Munguia

Selectman Munguia announced the next election will be on October 8th.

ADJOURN

Motion by Selectman Trombley to adjourn. Seconded by Selectman Jordan. Motion carried 4-0.

Meeting was adjourned at 9:05 PM.

Respectfully submitted,

**Joyce Blanchard
Executive Secretary**

Adam Munguia, Chairman

Bob Jordan, Selectman

Mike Yergeau, Selectman

Joe Trombley, Selectman

Date _____ **9/9/19** _____