

**BOARD OF SELECTMEN MEETING MINUTES  
TOWN OF EPPING, NEW HAMPSHIRE  
October 21, 2019**



**ATTENDANCE**

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

**Motion by Selectman Belanger to enter in to Non-Public Session. Seconded by Selectman Trombley. Motion carried 4-0. Roll call vote was taken and carried unanimously.**

**Motion by Selectman Belanger 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.

**PLEDGE ALLEGIANCE TO THE FLAG**

**MINUTES**

Minutes from October 7, 2019 Selectmen's meeting was submitted for approval.

**Motion by Selectman Belanger to accept the minutes from the October 7, 2019 Selectmen's meeting. Seconded by Selectman Yergeau. Motion carried 4-0.**

**PAYROLL MANIFEST**

Payroll manifest for pay period ending 10/17/2019 in the amount of \$134,435.65 was submitted for approval.

**Motion by Selectman Belanger to approve the payroll manifest for pay period ending 10/17/2019 in the amount of \$134,435.65. Seconded by Selectman Yergeau. Motion carried 4-0.**

## **ACCOUNTS PAYABLE MANIFEST**

Accounts payable manifests for weeks ending 10/17/19 at \$133,704.13 \$1,860.00 is for the library addition and \$131,844.13 is the town was submitted for approval.

**Motion by Selectman Belanger to approve the accounts payable manifests for periods ending 10/17/19 at \$133,704.13.00. Seconded by Selectman Yergeau. Motion carried 4-0.**

## **BUSINESS**

### **LIBRARY**

Charlie Goodspeed gave a library update. The framers will finish with the inside work tomorrow and the outside by Friday. The electricians are starting at 6 AM and will be finished by Friday. The plumber is putting the boiler together and will hopefully be installing that in on Thursday. The painting will be done Wednesday. The carpet and linoleum will be installed next week. The lift will be here on Thursday and will take 2 days to install. The frame work for the shaft is done. The NH Fire office would like to have a run through with all the power procedures. The end of next week the library will be in a good position for a 2-3 hour open house. Mr. Goodrich would like to invite the contractors and general public for a tour including a question and answer session before everything gets moved in. There will be a training session for the sprinkler system that the Board of Selectmen will be invited to. Discussion continued regarding the installation of the tile, landscaping, and the library construction budget.

Selectman Trombley will be reviewing the budget with the Town Administrator on final numbers spent. There will need to be a Certificate of Occupancy from the Building Inspector Dennis Pelletier. Selectman Yergeau requested a letter of warranty from the contractors.

### **FINANCE**

Finance Director Lisa Fogg explained the Health Insurance rates. Our current plan is increasing by 7.4%. The Dental Insurance rates are increasing 3.9%. Short Term Disability Rates have increased 8.5% and the Workers Compensation rates went up 8%. The property and liability insurance have increased 6.1%

**Motion by Selectman Belanger approving the Healthtrust Membership agreement and giving permission to the Chairman of the Board to sign the document. Seconded by Selectman Yergeau. Motion carried 4-0.**

A portion of the 2019 Municipal Aide from the State Budget in the amount of \$98,061.57 was received. The money can be used to reduce the tax rate or the money would require a public hearing to accept the money at the next meeting. If used for the tax rate it would be reduced by \$.14.

**Motion by Chairman Munguia to use the 2019 Municipal Aide from the State Budget in the amount of \$98,061.57 to lower the tax rate by \$.14. Seconded by Selectman Yergeau. Motion carried 4-0.**

**Motion by Selectman Belanger to accept the IT Budget. Seconded by Selectman Yergeau. Motion carried 4-0.**

**Motion by Selectman Trombley to accept the Planning Board budget with the \$2,000 reduction. Seconded by Selectman Belanger. Motion carried 4-0.**

Finance Director Lisa Fogg explained the General Government Buildings budget was increased due to using it in the past for maintenance on the old fire station, roof shingles, the town clock and other repairs and maintenance.

**Motion by Selectman Belanger to accept the General Government Buildings budget with a \$5,000 increase for town hall maintenance. Seconded by Selectman Trombley. Motion carried 4-0.**

The consensus of the board was to forward the budget to the Budget Committee for an early review. Finance Director Lisa Fogg asked about funding the Capital Reserve Trust Fund warrant articles. There is time to work on those. If the tax rate comes in from the state there will be a meeting on Monday.

## **DPW**

Purchase Order to Granite State Minerals for 400 hundred tons of rock salt to be used on roads in the amount of \$18,700 was submitted for approval.

**Motion by Selectman Belanger to approve the purchase order to Granite State Minerals for 400 hundred tons of rock salt to be used on roads in the amount of \$18,700. Seconded by Selectman Yergeau. Motion carried 4-0.**

## **ASSESSING**

The 2019 Municipal Assessment Data Certificate with a memo from Assessor Scott Marsh showing the sale ratio of 75% was submitted for approval.

**Motion by Selectman Belanger to approve the 2019 Municipal Assessment Data Certificate showing the sale ration of 75%. Seconded by Selectman Yergeau. Motion carried 4-0.**

## **RENTAL OF TOWN FACILITIES**

Rental of the town hall for a Melling Glen Condo Association meeting on November 5<sup>th</sup> at 6:30 pm – 9:00 PM was submitted for approval. The charge will be \$70.00 for 45-50 people.

**Motion by Selectman Belanger to approve the rental of the town hall for a Melling Glen Condo Association meeting on November 5<sup>th</sup> at 6:30 pm – 9:00 PM. Seconded by Selectman Yergeau. Motion carried 4-0.**

## **RECREATION**

Chairman Munguia explained Recreation Director Nicole Bizzaro's request on replacing the Christmas Tree at the DRA Park. He will reach out to the Garden Club and explain the change of plans.

Selectman Yergeau described the changes being discussed regarding the tennis court. It will cost \$8,800 to crack and seal and resurface the court. Ms. Bizzaro was hoping to encumber the money from the Outdoor

Recreation Improvement Fund. Finance Director Lisa Fogg commented that the money didn't need to be encumbered.

## **TOWN ADMINSTRATOR REPORT**

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

Town Administrator Gregory C. Dodge was excused with Executive Secretary Joyce Blanchard filling in.

Rental of Town Facilities for Watson Academy on October 24, from 6:30 PM – 8:00 PM was submitted for approval.

**Motion by Selectman Yergeau to approve the rental of town facilities for Watson Academy on October 24, from 6:30 PM – 8:00 PM. Seconded by Selectman Trombley. Motion carried 4-0.**

## **INDIVIDUAL SELECTMEN'S REPORTS**

### **Selectman Belanger**

Selectman Belanger expressed congratulations to Michael Vose for his victory as State Representative, along with his condolences to Naomi Andrews as she did not win.

### **Selectman Yergeau**

Selectman Yergeau spoke highly of the Epping Theatre and the wonderful job they are doing with the play, "Wizard of Oz"! Congratulations to everyone involved. It was an incredible evening.

### **Selectman Trombley**

Selectman Trombley is looking forward to wrapping up the library project.

Selectman Trombley walked through the Fire Department looking at the roof. Information regarding old bids and prices, repairs versus replacement, and scope of work was relayed. The repairs might need to be done while new information is gathered for a warrant article and new bids. The repair would be done in the spring.

### **Selectman Jordan**

Excused

### **Selectman Munguia**

Selectman Munguia reported Daylight Savings Time is November 3<sup>rd</sup>. Move the clocks back.

## **ADJOURN**

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

Meeting was adjourned at 8:25 PM.

**Respectfully submitted,**

**Joyce Blanchard  
Executive Secretary**

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**Adam Munguia, Chairman**

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**Mike Yergeau, Selectman**

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**Cody Belanger, Selectman**

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**Joe Trombley, Selectman**

**Date** \_\_\_\_\_ 11/4/19 \_\_\_\_\_