

**BOARD OF SELECTMEN MEETING MINUTES
TOWN OF EPPING, NEW HAMPSHIRE
October 7, 2019**



ATTENDANCE

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

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. (a) Compensation (b) hiring (c) legal

Motion by Selectman Jordan to enter in to Non-Public Session. Seconded by Selectman Belanger. 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 7:05 PM at the Epping Town Hall.

PLEDGE ALLEGIANCE TO THE FLAG

MINUTES

Minutes from September 23 & 30, 2019 Selectmen's meeting was submitted for approval.

Motion by Selectman Jordan to accept the minutes from the September 23 & 30, 2019 Selectmen's meeting. Seconded by Selectman Belanger. Motion carried 5-0.

PAYROLL MANIFEST

Payroll manifest for pay period ending 10/3/2019 in the amount of \$126,431.16 was submitted for approval.

Motion by Selectman Jordan to approve the payroll manifest for pay period ending 10/3/2019 in the amount of \$126,431.16. Seconded by Selectman Yergeau. Motion carried 5-0.

ACCOUNTS PAYABLE MANIFEST

Accounts payable manifests for weeks ending 10/3/19 at \$1,395,580.00 and 10/7/19 at \$19,480.00.00; \$1,000,000.00 is for the school, \$32,872.00 is for the library addition and \$382,188.00 is the town was submitted for approval.

Motion by Selectman Jordan to approve the accounts payable manifests for periods ending 10/3/19 and 10/7/2019 at \$1,415,060.00. Seconded by Selectman Yergeau. Motion carried 5-0.

BUSINESS

LIBRARY

Charlie Goodspeed reported the carpet and linoleum was ready to be purchased. The upstairs will be carpeted and the downstairs will be linoleum in the new room and carpeted in the children's room. There will be 4 invoices to Lowes; \$5,200 for carpet, and \$2,498 for labor - \$5,500 for the linoleum and \$2,480 for labor.

There will be a change order for the drywall in the amount of \$6,388.00. The estimate was for the square feet of the addition and did not take all the partitions and sprinkler unit into consideration to drywall around.

Motion by Selectman Trombley to accept the drywall change order in the amount of \$6,388.00. Seconded by Selectman Jordan. Motion carried 5-0.

Due to the extra trim work on the interior and exterior doors, windows and the ADA guardrail there will a change order for the framer in the amount of \$19,011.00.

Motion by Selectman Trombley to accept the change order for the framer in the amount of \$19,011.00. Seconded by Selectman Jordan. Motion carried 5-0.

Mr. Goodspeed complimented the church for raising \$800 that will be used towards library shelving. There is a Brewfest in November that will be a fundraiser also. The landscaping next spring will be donated at no cost.

7:15 ROCKINGHAM PLANNING COMMISSION

Executive Director Tim Roache introduced himself and told the board the responsibilities of the RPC. Basically the RPC is a resource for communities that helps with town planning, zoning and transportation issues. It is a forum the communities can use to work together and information can be shared. RCP is a voice for 27 communities. In the past they have helped with CIP's, road surface projects, DOT and projects on Route 125 along with federal planning projects. Drinking water protection workshops have been scheduled locally along with the Household Waste Collection on Oct. 19th. The dues are calculated by a percent per capita. One half of the dues are for transportation plans, the other half are pooled as a resource to help towns. Maybe help with an ordinance for tiny houses or working with Joe Foley and help Epping School District save on electricity. There are 2 openings on the Rockingham Planning Commission if anyone is interested.

7:30 SPECIAL ELECTION ON OCTOBER 8, 2019

Both Candidates for the special election were invited to the Board of Selectmen's meeting. They were each allotted 3-5 minutes to speak. Naomi Andrews is running on the Democratic ballot. She is from Epping, went to school in Epping, and worked as a teenager in Epping and during college and law school vacations. She worked as a Chief of Staff for a member of the House of Representatives.

Micheal Vose is the Republican candidate. He has been a Representative in the past and would like to continue working on the complex energy policies of NH. He is concerned about protecting the rights of Epping Citizens as guaranteed by the constitution of the United States.

LIBRARY UPDATE CONTINUED

Mr. Goodspeed explained the pipe situation regarding the sprinkler. The lift is on order, the boiler will be installed this week. The propane tank has been moved. The painters will finished tomorrow, the framers are almost done. The electrician will finish the lighting and the plumber will finish on Friday. The sewer line has been installed and the water drainage with crushed rock needs to be completed. Mr. Goodspeed hopes to move everything back in the 1st week of November.

FIRE

Budget Review

Fire Chief Donald DeAngelis believed the requested changes have been completed. Some of the money has been moved and some of the purchases will be taken out of the revolving fund.

Motion by Selectman Jordan to accept the Fire and Rescue budget with those changes. Seconded by Selectman Belanger. Motion carried 5-0.

Motion by Selectman Jordan to accept the Safety Facility budget with a 2.68% increase. Seconded by Selectman Belanger. Motion carried 5-0.

Motion by Selectman Jordan to accept the PSF Revolving Fund. Seconded by Selectman Belanger. Motion carried 5-0. This is a non-taxable account.

Fire hire for Corey Scoledge as a P/T FF/EMT at \$7.25 an hour on call to \$12.00 an hour on active call, Petra Cotter as a P/T EMT at \$7.25 an hour on call to \$13.00 an hour on active call. Sonya Blancato as a P/T FF/Paramedic at \$7.25 an hour on call to \$18.00 an hour on active call was submitted for approval.

Motion by Selectman Jordan to approve the fire hires for Corey Scoledge as a P/T FF/EMT at \$7.25 an hour on call to \$12.00 an hour on active call, Petra Cotter as a P/T EMT at \$7.25 an hour on call to \$13.00an hour on active call. Sonya Blancato as a P/T FF/Paramedic at \$7.25 an hour on call to \$18.00 an hour on active call pending background checks. Seconded by Selectman Belanger. Motion carried 5-0.

RECREATION

Recreation hire for Andrew Eaton as a P/T Recreation program coordinator, Senior Citizen programs and after school program at \$14.00 an hour was submitted for approval.

Motion by Selectman Belanger to approve the Recreation hire for Andrew Eaton as a P/T Recreation program coordinator, Senior Citizen programs and after school program at \$14.00 an hour. Seconded by Selectman Yergeau. Motion carried 5-0. Mr. Eaton's background check is complete. Recommended start date is October 28, 2019.

Recreation hire for Laura Mustard as a P/T After school program, Junior Staff at \$10.00 an hour was submitted for approval.

Motion by Selectman Yergeau to approve the Recreation hire for Laura Mustard as a P/T After school program, Junior Staff at \$10.00 an hour. Seconded by Selectman Belanger. Motion carried 5-0. Ms. Mustard does not need a background check as she is under the age of 18

POLICE BUDGET

Police Chief Michael Wallace said the requested changes have been fixed in the budget.

Motion by Selectman Jordan to approve the Police Budget with the changes. Seconded by Selectman Belanger. Motion carried 5-0.

Police Chief Michael Wallace requested permission to send 2 out of service cruisers to auction when Town Administrator Gregory C. Dodge returns from vacation.

Motion by Selectman Belanger to auction the 2 cruisers that are out of service. Seconded by Selectman Jordan. Motion carried 5-0.

Police Chief Michael Wallace announced Trick or Treat will be on October 31, 2019 5-7.

ANIMAL CONTROL BUDGET

The Animal Control Budget was reviewed and discussed.

Motion by Selectman Belanger to lower the salary line from \$4,000 to \$2,500 and the mileage from \$1,500 to \$800. Seconded by Selectman Yergeau. Selectman Yergeau pointed out that the Animal Control Budget had been approved at a previous meeting. Selectmen Belanger rescinded his motion and no action was taken.

Motion by Selectman Belanger to reconsider the Animal Control Budget. Seconded by Selectman Trombley. Motion carried 4-1. Selectman Munguia voted nay. Discussion continued.

Motion by Selectman Belanger to reconsidered the Animal Control Budget and reduce the \$7,190 budget to \$5,000. There was no second.

Motion by Selectman Yergeau to reapprove the Animal Control Budget. Seconded by Selectman Jordan. Motion carried 3-2. Selectman Belanger and Trombley voted nay.

WATER AND SEWER BUDGET

Water and Sewer Commissioner Tom Gauthier thanked Selectmen Yergeau and Belanger for attending the Water and Sewer open house. Only one Budget Committee member attended. The Finance Director had a tour also.

Water and Sewer Superintendent Jim Pouliot and DPW Director Dennis Koch explained the changes and reviewed the following budgets: Water Administration, Water Operations, Water Capital, Sewer Administration, Sewer Operations, and Sewer Capital.

LARGE ASSEMBLY

Large Assembly Permit for a 5k road race starting at Seacoast United Outdoor Complex SUSC on October 19th and November 11th at 8am-10am was submitted for approval.

Motion by Selectman Jordan to approve the Large Assembly Permit for a 5k road race starting at Seacoast United Outdoor Complex SUSC on October 19th and November 11th at 8am-10am. Seconded by Selectman Belanger. Motion carried 5-0.

BUDGET REVIEW CONTINUED

BOARD OF SELECTMEN

Motion by Selectman Belanger to accept the Board of Selectmen Budget. Seconded by Selectman Jordan. Motion carried 4-0. Selectman Yergeau left the meeting

TOWN ADMINISTRATION

Motion by Selectman Belanger to accept the Town Administration Budget. Seconded by Selectman Jordan. Motion carried 4-0.

TOWN MEETING

Motion by Selectman Jordan to approve the Town Meeting Budget. Seconded by Selectman Belanger. Motion carried 4-0.

BOARDS & COMMISSIONS

Motion by Selectman Jordan to approve the Board & Commissions Budget. Seconded by Selectman Belanger. Motion carried 4-0.

ACCOUNTING & AUDITING

Finance Director Lisa Fogg explained needing a new billing software. The software that is used now is 15-20 years old. The \$35,000 was added to the 2020 budget but Mrs. Fogg would like to buy it from this year's budget. Discussion continued.

Motion by Selectman Jordan to remove \$35,000 from the 2020 Budget and buy the software this year. Seconded by Selectman Belanger. Motion carried 5-0. Selectman Yergeau returned to the meeting.

Motion by Selectman Belanger to approve Accounting and Auditing Budget as amended. Seconded by Selectman Jordan. Motion carried 5-0.

Motion by Selectman Jordan to approve the purchase order to Blumshario for an accounting software package in the amount of \$32,057. Seconded by Selectman Belanger. Motion carried 5-0.

TREASURY

Motion by Selectman Jordan to approve the Treasury Budget. Seconded by Selectman Belanger. Motion carried 5-0.

The IT Department, Planning Department and General Building Budgets are all on hold due to various questions.

ZONING

Motion by Selectman Jordan to approve the Zoning Budget. Seconded by Selectman Belanger. Motion carried 5-0.

VALUATION OF PROPERTY

Motion by Selectman Jordan to approve the Valuation of Property Budget. Seconded by Selectman Yergeau. Motion carried 4-0. Selectmen Belanger left the meeting.

LEGAL EXPENSE

Motion by Selectman Jordan to approve the Legal Expense Budget. Seconded by Selectman Trombley. Motion carried 4-0.

PERSONNEL ADMINISTRATION

Motion by Selectman Jordan to approve the Personnel Administration Budget. Seconded by Selectman Yergeau. Motion carried 4-0.

CEMETERIES

Motion by Selectman Jordan to approve the Cemeteries Budget. Seconded by Selectman Yergeau. Motion carried 4-0.

INSURANCE AND BONDS

Motion by Selectman Jordan to approve the Insurance and Bonds Budget. Seconded by Selectman Trombley. Motion carried 4-0.

HEALTH

Motion by Selectman Trombley to approve the Health Budget. Seconded by Selectman Jordan. Motion carried 4-0.

GENERAL ASSISTANCE

Motion by Selectman Trombley to approve the General Assistance Budget. Seconded by Selectman Jordan. Motion carried 4-0.

PATRIOTIC PURPOSES

Motion by Selectman Jordan to approve the Patriotic Purposes Budget. Seconded by Selectman Yergeau. Motion carried 4-0.

CONSERVATION

Motion by Selectman Jordan to approve the Conservation Budget. Seconded by Selectman Trombley. Motion carried 4-0.

PRINCIPAL ON LONG TERM DEBT

Motion by Selectman Jordan to approve the Principal on Long Term Debt Budget. Seconded by Selectman Trombley. Motion carried 4-0.

INTEREST ON LONG TERM DEPT

Motion by Selectman Jordan to approve the Interest on Long Term Debt Budget. Seconded by Selectman Trombley. Motion carried 5-0. Selectman Belanger returned to the meeting.

BUILDING INSPECTION

Motion by Selectman Belanger to approve the Building Inspection Budget. Seconded by Selectman Jordan. Motion carried 5-0.

HIGHWAY

Motion by Selectman Belanger to approve the Highway Budget. Seconded by Selectman Jordan. Motion carried 5-0.

TRANSFER STATION

Motion by Selectman Jordan to approve the Transfer Station. Seconded by Selectman Belanger. Motion carried 5-0.

ADMINISTRATOR'S REPORT

Town Administrator Gregory C. Dodge

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

Intent to Cut for Kristin and Michael Morasco on 30 Plumer Road map and lot 022-070 was submitted for approval. A bond of a \$170.00 was paid as required.

Motion by Selectman Jordan to approve the Intent to Cut for Kristin and Michael Morasco on 30 Plumer Road map and lot 022-070. Seconded by Selectman Yergeau. Motion carried 5-0.

Executive Secretary Joyce Blanchard asked if Chairman Munguia, Selectman Belanger and Trombley will still be available all day the October 8th special election.

Executive Secretary Joyce Blanchard announced the Household Hazardous Waste Collection Day will be by October 19 from 8am-1pm at the Exeter Public Works Garage.

Executive Secretary Joyce Blanchard reported that LOCO sports will be have their 6th annual half Marathon on Sunday, October 27th starting at 8AM. They are only in Epping for a mile on Camp Lee Road so they don't get a large assembly permit.

INDIVIDUAL SELECTMEN'S REPORTS

Selectman Belanger

Selectman Belanger announced the special election tomorrow at the middle school gym 8am-7 pm. He will be there all day and hopes to see lots of voters.

Selectman Belanger explained ETV is having new equipment installed. Hopefully soon new policies for ETV will be implemented. He has learned that the Comcast contract is the reason why the picture is not as clear. He hopes to work on the next contract at renewal and make sure HD is included.

Selectman Yergeau

Selectman Yergeau asked the residents to please come out and vote tomorrow.

Selectman Trombley

Selectman Trombley is waiting for bids to return on the front steps of the library. He reviewed the library project; what has been done, what is left to do and when the projects are being done. The schedule forecast in November 3rd. The CO and move in date will be in the middle of November.

Selectman Jordan

Selectman Jordan thanked Chairman Munguia for inviting the 2 candidates running for state representative. He really enjoyed the presentations. Whoever wins he hopes they will work for the good of the people.

Selectman Munguia

Selectman Munguia attended the pancake breakfast at the fire station. It was a great time.

Selectman Munguia thanked the candidates for attending tonight.

ENTER IN TO NON-PUBLIC 91:A II. (a) Compensation (b) hiring (c) legal

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

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

PUBLIC SESSION

Chairman Munguia called the public session to reconvene at 9:55 PM at the Epping Town Hall.

NON-PUBLIC MINUTES

Motion by Selectman Yergeau to seal the non-public minutes from October 7, 2019. Seconded by Selectman Belanger. Motion carried 5-0.

FIRE

Pay adjustments for Vincent Potvin from \$13.50 an hour to \$14.00 an hour for a Firefighter II certification, Adinara Challinar from \$14.50 an hour to \$15.00 an hour for getting a CDL license, Stephanie Lazott from \$14.50 an hour to \$15.00 an hour for getting a CDL license, Amanda LaRochelle from \$14.50 an hour to \$15.00 an hour for receiving an incorrect rate, Joseph Lombardo from \$15.50 an hour to \$16.00 an hour for receiving an Incorrect rate was submitted for approval.

Motion by Selectman Yergeau to approve the Pay adjustments for Vincent Potvin from \$13.50 an hour to \$14.00 an hour for a Firefighter II certification, Adinara Challinar from \$14.50 an hour to \$15.00 an hour for getting a CDL license, Stephanie Lazott from \$14.50 an hour to \$15.00 an hour for getting a CDL license, Amanda LaRochelle from \$14.50 an hour to \$15.00 an hour for receiving an incorrect rate, Joseph Lombardo from \$15.50 an hour to \$16.00 an hour for receiving an incorrect rate. Seconded by Selectman Belanger. Motion carried 5-0.

ADJOURN

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

Meeting was adjourned at 10:00 PM.

Respectfully submitted,

Joyce Blanchard
Executive Secretary

Adam Munguia, Chairman

Bob Jordan, Selectman

Mike Yergeau, Selectman

Cody Belanger, Selectman

Joe Trombley, Selectman

Date _____10/21/19_____