

**BOARD OF SELECTMEN MEETING MINUTES
TOWN OF EPPING, NEW HAMPSHIRE
September 9, 2019**



ATTENDANCE

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

NON-PUBLIC MINUTES

Motion by Selectman Belanger to seal the non-public minutes from September 9, 2019. Seconded by Selectman Jordan. Motion carried 4-0.

MINUTES

Minutes from August 26, 2019 Selectmen's meeting was submitted for approval.

Motion by Selectman Yergeau to accept the minutes from the August 26, 2019 Selectmen's meeting. Seconded by Selectman Jordan. Motion carried 3-1. Selectman Belanger abstained.

Minutes from the September 3, 2019 Selectmen's meeting was submitted for approval.

Motion by Selectman Yergeau to accept the minutes from the September 5, 2019 Selectmen's meeting. Seconded by Selectman Jordan. (Chairman Munguia was present via cell phone) Motion carried 3-1. Selectman Belanger abstained.

PAYROLL MANIFEST

Payroll manifest for pay period ending 9/5/2019 in the amount of \$131,199.43 and 8/30/2019 in the amount of \$1,253.96 was submitted for approval.

Motion by Selectman Jordan to approve the payroll manifest for pay period ending 9/5/2019 in the amount of \$131,199.43 and 8/30/2019 in the amount of \$1,253.96. Seconded by Selectman Belanger. Motion carried 4-0.

ACCOUNTS PAYABLE MANIFEST

Accounts payable manifests for weeks ending 9/5/19 at \$376,620.59; \$54,298.44 is for the library addition and \$322,322.15 is the town and 9/9/29 at \$7,500 for the library addition was submitted for approval.

Motion by Selectman Jordan to approve the accounts payable manifests for periods ending 9/5/19 at \$376,620.59 and 9/9/19 at \$7,500 totaling \$384,120.59. Seconded by Selectman Belanger. Motion carried 4-0.

BUSINESS

FIRE

Request to Hire Gabriel Burgess-Labonte at \$7.25 on call and \$12 on a call for the position of Firefighter/EMT and Ashlyn Vensel at \$7.25 on call and \$12 on a call for the position of EMT was submitted for approval.

Motion by Selectman Jordan to approve the hiring of Gabriel Burgess-Labonte at \$7.25 on call and \$12 on a call for the position of Firefighter/EMT pending a background check and Anti-Nepotism waiver form and Ashlyn Vensel at \$7.25 on call and \$12 on a call for the position of EMT pending background check. Seconded by Selectman Belanger. Motion carried 4-0.

Purchase Order to Fire Tech and Safety of New England for one Thermal Imaging Camera in the amount of \$10,000 was submitted for approval.

Motion by Selectman Jordan to approve the purchase order to Fire Tech and Safety of New England for one Thermal Imaging Camera in the amount of \$10,000. Seconded by Selectman Belanger. Motion carried 4-0.

7:15 MARC NICKERSON

Mr. Nickerson returned as asked by the Board of Selectmen regarding the water on his property that the DPW fixed with a new culvert. A lengthy discussion about fixing the culvert from 50-60 years ago, setting a precedence, a pre-existing property issue and digging up a new paved road continued.

Motion by Selectman Yergeau to reject fixing the culvert at 75 Prescott Road this year. Seconded by Chairman Munguia. Motion carried 2-1-1. Selectman Belanger voted nay, Selectman Jordan abstained.

DPW

Purchase Order to Tapco for 4 blinker signs for the school speed limit signs in the amount of \$12,193.75 was submitted for approval. DPW Director Dennis Koch and Police Captain Newman sent out 3 bids and received this one in return. The money was in last year's budget for these signs. The town DPW will install the signs.

Motion by Selectman Belanger to purchase and install the blinking signs for the school speed limit. Seconded by Selectman Jordan. Motion carried 4-0.

RECREATION

Recreation Director Nicole Bizzaro explained the fundraiser for the theater group. Comedian Justin McKenney from Newmarket offered to do a show on September 14th, 7:30-9:00 pm. They would like to sell wine and beer at the theater as this will be an adult only show. The owner of the property has looked at the property liability insurance and does not have any issues. The state liquor license will be covered with the Tuckaway Tavern Catering Company who will also be selling food. The tickets are \$30 and can be purchased on epingtheater.org.

Motion by Selectman Belanger to move forward with the fundraiser provided all the paperwork is in order. Seconded by Selectman Yergeau. Motion carried 4-0.

Ms. Bizzaro has been working on a policy for credit card usage. She was just given a policy that the town clerk uses. Ms. Bizzaro would like to review the policy and come back in 2 weeks for approval.

Resignation from Robin O'Day from the Epping Recreation Commission was submitted for approval.

Motion by Selectman Belanger to accept Robin O'Day resignation from the Epping Recreation Commission with regrets. Seconded by Selectman Jordan. Motion carried 4-0.

LIBRARY

Charlie Goodspeed updated the Board of Selectmen on the library improvements and reviewed the library budget. The kitchen will also be a hobby center with new cupboards and storage. The vapor barrier for the flooring, roof overhang, framing, columns, beams, sprinkler, siding, flashing, drywall, doors and windows were discussed. There was a general consensus to move the copula to the center of the new library roof.

Change Order for Moreau & Welch Company adding \$28,091.44 to the original contract sum totaling \$121,217.61 was submitted for approval.

Motion by Selectman Jordan to approve and accept the change order to Moreau & Welch Company adding \$28,091.44 to the original contract sum totaling \$121,217.61 having the Chairman sign the order, voiding the previous check and issuing a new check. Seconded by Selectman Belanger. Motion carried 4-0.

Mr. Goodspeed hopes the drywall will be done by the 4th week of September. The walls will be primed and the ceiling finished. He wants to request volunteers for painting soon. The upstairs carpet will cost approximately \$7,800. The community room may be tiled. The Lula lift contract has not been signed. The propane tank line is in and the water line is connected to the manhole. Digging will continue tomorrow to hook up the sewer pipe. The sprinkler system is almost complete and needs to be flushed.

POLICE

Office of Highway Safety Grant Agreement FFY2020 in the amount of \$14,076 was submitted for approval. This is an annual grant.

Motion by Selectman Jordan to approve the Highway Safety Grant Agreement FFY2020 in the amount of \$14,076 having the Chairman and Town Administrator signing on behalf of the Board of Selectmen. Seconded by Selectman Yergeau. Motion carried 4-0.

LUCT

Land Use Change Tax for property at 009-001-023 in the amount of \$8,500 and 009-018-003, 008-014-079, 008-014-067, 008-014-016, 008-014-081, 008-014-117 in the amount of \$8,000 was submitted for approval.

Motion by Selectman Jordan to approve the Land Use Change Tax for property at 009-001-023 in the amount of \$8,500 and 009-018-003, 008-014-079, 008-014-067, 008-014-016, 008-014-081, 008-014-117 in the amount of \$8,000. Seconded by Selectman Belanger. Motion carried 4-0.

DEPUTY TREASURER

Appointment for Oath of Office for Michael Daley Sr. to perform as the duties as Deputy Treasurer was submitted for approval.

Motion by Selectman Belanger to approve Michael Daley as Town of Epping Deputy Treasurer. Seconded by Selectman Jordan. Motion carried 4-0.

ADMINISTRATOR'S REPORT

Town Administrator Gregory C. Dodge

Town Administrator Gregory C. Dodge brought forward the renewal application for Dennis Pelletier as Health Officer and John Markey as Deputy Health Officer. Mr. Markey needs to sign the form.

Motion by Selectman Jordan to approve the reappointment of Dennis Pelletier as Health Officer and John Markey as Deputy Health Officer. Seconded by Selectman Belanger. Motion carried 4-0.

Town Administrator Gregory C. Dodge announced the special election for State Representative on October 8, 2019, 8am-7pm at the Middle School Gym. School will be in session that day. Mr. Dodge requested a list of Selectmen that will be able to attend the polls for the day.

Town Administrator Gregory C. Dodge stated the Hazardous Waste Day with Exeter will be on October 19th 8am-1pm.

Town Administrator Gregory C. Dodge explained the Fall Mum sale by the Garden Club will end Wednesday.

Town Administrator Gregory C. Dodge said the budget worksheets have been passed out and are due on September 20th to be reviewed with him. Finance Director Lisa Fogg will guide the board through the budgets as Mr. Dodge will be away. The budgets should be scheduled for the board to review at the next meeting to be able to have them ready for the Budget Committee in November.

Town Administrator Gregory C. Dodge wished Cody Belanger congratulations and best wishes on his pending marriage.

INDIVIDUAL SELECTMEN'S REPORTS

Selectman Belanger

No report

Selectman Jordan

Selectman Jordan wished Cody a wonderful day and wedding.

Selectman Yergeau

Selectman Yergeau wished Cody well and to have fun at the wedding.

Joe Trombley

Excused

Selectman Munguia

Selectman Munguia hopes everyone remembers September 11th. We can't forget all the first responders, police and military especially in harm's way.

Town Administrator Gregory C. Dodge asked the board if Mrs. Johnson can sell her T-shirts at the Transfer Station again outside the gates for 3 hours. There was not any traffic issues this past week. The town does not have a policy in place for this. The board did not have an issues with the Mrs. Johnson selling T-shirts.

Selectman Munguia would like to see the storage tank facilities added to the agenda in two weeks. There needs to be a discussion as there is a lot of misinformation being talked about.

ADJOURN

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

Meeting was adjourned at 8:45 PM.

Respectfully submitted,

Joyce Blanchard
Executive Secretary

Adam Munguia, Chairman

Bob Jordan, Selectman

Mike Yergeau, Selectman

Cody Belanger, Selectman

Date _____ 9/23/19 _____