

**BOARD OF SELECTMEN MEETING MINUTES
TOWN OF EPPING, NEW HAMPSHIRE
December 27, 2021**



ATTENDANCE

Vice Chairman Joe Trombley, Tom Gauthier and John Cody; Town Administrator Gregory C. Dodge; Executive Secretary Joyce Blanchard. Chairman Mike Yergeau and Selectman Bob Jordan were excused.

CALL TO ORDER

Vice Chairman Joe Trombley called the public meeting to order at 6:30 PM.

ENTER IN TO NON-PUBLIC 91-A:3 II. (a) compensation (e) legal

Motion by Vice Chairman Trombley to enter in to Non-Public Session in accordance with 91-A:3 II. (a) compensation (e) legal. Seconded by Selectman Gauthier. Motion carried 3-0. Roll call vote was taken and carried unanimously.

Motion by Selectman Gauthier to exit the Non-Public Session. Seconded by Selectman Cody. Motion carried 3-0.

RECONVENE

Vice Chairman Trombley reconvened the public meeting at 7:00 PM in the Town Hall meeting room and via ZOOM.

NON-PUBLIC MINUTES

Motion by Selectman Gauthier to approve the non-public meeting minutes of December 27, 2021.

CONSENT CALENDAR

Minutes from the December 13, 2021 Selectmen meeting was submitted for approval.

Payroll Manifest for the pay period ending December 23, 2021 in the amount of \$152,352.30 was submitted for approval.

Accounts Payable Manifest for the week ending December 21, 2021 in the amount of \$514,748.17 (\$77,875.00/voided and reissued is for the Bond Interest Payment, \$280,927.55 is for the membrane project and \$155,948.62 is for the town) was submitted for approval.

Veteran Tax Credit for map and lot 023-039-026-C was submitted for approval.

Supplemental to P & P Real Estate Management, LLS, 256 Main Street, map and lot 022-062-001 in the amount of \$772.74 was submitted for approval.

Motion by Selectman Gauthier to approve the consent calendar as submitted. Seconded by Selectman Cody. Motion carried 3-0.

BUSINESS

POLICE

Resignation from Donald Ross as a full-time police officer was submitted for approval. Chief Wallace reported Mr. Ross has been with Epping almost 10 years and his last day will be January 2, 2022.

Motion by Selectman Gauthier to accept the resignation from Donald Ross as a full-time police officer with regrets. Seconded by Selectman Cody. Motion carried 3-0.

FIRE

Purchase order to Overhead Door Company of Concord in the amount of \$2,467.15 was submitted for approval.

Motion by Selectman Cody to approve the purchase order to Overhead Door Company of Concord in the amount of \$2,467.15. Seconded by Selectman Gauthier. Motion carried 3-0.

Purchase order to East Coast Emergency Outfitter in the amount of \$1,990.00 was submitted for approval.

Motion by Selectman Cody to approve the purchase order to East Coast Emergency Outfitter in the amount of \$1,990.00. Seconded by Selectman Gauthier. Motion carried 3-0.

Fire Chief Donald DeAngelis explained the contract with the State of New Hampshire is so the staff can continue to work in the vaccination clinics if needed. Discussion regarding working shifts at the Fire Department versus working at the clinics transpired.

Motion by Selectman Gauthier to approve the NH Health and Human Service contract having the Town Administrator Gregory C. Dodge sign on behalf of the Board of Selectmen. Seconded by Selectman Cody. Motion carried 3-0.

DPW

Purchase Order to Foss Motors for a 3500 Dodge Ram – 2022 One Ton Truck with Plow in the amount of \$32,138.00 was submitted for approval. A trade in of the 2015 one-ton truck of \$20,000.00 has been deducted. DPW Director Dennis Koch reported this will be paid out of this year's budget. The flat bed will be kept and used on the new truck.

Motion by Selectman Gauthier to approve the purchase order to Foss Motors for a 3500 Dodge Ram – 2022 One Ton Truck with Plow in the amount of \$32,138.00. Seconded by Selectman Cody. Motion carried 3-0.

Purchase Order to Wolcott Construction for 411 tons of pavement to pave Jannell Court and Acre Street in the amount of \$29,752.46 in the spring for 2022 was submitted for approval. DPW Director Dennis Koch asked this be encumbered from the 2021 budget.

Motion by Selectman Gauthier to approve the purchase order and encumber \$29,752.46 to Wolcott Construction for 411 tons of pavement to pave Jannell Court and Acre Street in the spring for 2022. Seconded by Selectman Cody. Motion carried 3-0.

DPW Director Dennis Koch will have a Warrant Article for approval at the Jan 11, 2022 meeting to purchase another compactor for the Transfer Station. The concrete and electrical work is in the budget. Mr. Koch mentioned two of the three compactors are broken.

Selectman Trombley mentioned the issues at the Transfer Station on Sunday. It was crowded the day after Christmas which is to be expected. The Transfer Station will be closed on New Years Day also.

2021 ENCUMBRANCES

Finance Director Lisa Fogg explained the purchase orders that may need to be encumbered, some of which may be paid before the official closing of 2021.

Motion by Selectman Gauthier to approve the 2021 encumbrances in the amount of \$112,860.40. Seconded by Selectman Cody. Motion carried 3-0.

TAX COLLECTOR/TOWN CLERK

Motion by Selectman Gauthier to approve the pay increases as recommend for the Town Clerk and Clerk effective January 1, 2022. Seconded by Selectman Cody. Motion carried 3-0.

Resignation from Jennifer Guenard as Deputy Clerk and Tax Collector was submitted for approval.

Motion by Selectman Cody to accept the resignation from Jennifer Guenard as Deputy Clerk and Tax Collector with regrets. Seconded by Selectman Gauthier. Motion carried 3-0.

WARRANT ARTICLE REVIEW

Town Administrator Gregory C. Dodge said there is a Budget meeting on January 5th. They may review the Warrant Articles. Any changes the Board of Selectmen would like to make can be done at their next meeting on Tuesday, January 11, 2022. Mr. Dodge did explain the petition warrant article that includes the 2% saving on taxes has to stay on the warrant, there can be an amendment at the deliberative session.

ARTICLE 5: 2022 OPERATING BUDGET

To see if the Town will vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amount set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling Ten Million, Three Hundred Ten Thousand, Three Hundred Ninety-Five Dollars (\$10,310,395.00). Should this article be defeated, the default budget shall be Ten Million, Eighty-Seven Thousand, Two Hundred Eighty Dollars (\$10,087,280.00), which is the same as last year, with certain adjustments required by previous action of the town or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only.

Motion by Selectman Gauthier to recommend the 2022 Operating Budget of \$10,310,395.00 and forward to the Budget Committee. Seconded by Selectman Cody. Motion carried 3-0.

ARTICLE 10: RECREATION FACILITIES EXPENDABLE TRUST FUND

To see if the Town of Epping will vote to raise and appropriate the sum of Five Thousand Dollars (\$5,000.00) to be placed in the previously established Recreation Facilities Expendable Trust Fund. This sum to come from unassigned fund balance. No amount to be raised from taxation.

Motion by Selectman Gauthier to recommend the Recreation Facilities Expendable Trust Fund of \$5,000.00 and forward to the Budget Committee. Seconded by Selectman Cody. Motion carried 3-0.

ARTICLE 14: FIREWORKS CAPITAL RESERVE FUND

To see if the Town of Epping will vote to raise and appropriate the sum of \$10,000.00 (Ten Thousand Dollars) to be placed in the previously established Fireworks Capital Reserve Fund.

Motion by Selectman Gauthier to recommend the Fireworks Capital Reserve Fund of \$10,000.00 and add the verbiage "This sum to come from unassigned fund balance. No amount to be raised from taxation" and forward to the Budget Committee. Seconded by Selectman Cody. Motion carried 3-0.

The next three articles were under discussion with the decision to have a member of the Conservation Committee to come to the meeting on Tuesday, January 11th to explain and clarify the articles.

ARTICLE 16: CONSERVATION COMMISSION EXPENDABLE TRUST FUND

To see if the Town of Epping will vote to establish an Expendable Trust Fund per RSA 31:19-a, for the Conservation Commission, for the purpose of maintenance and improvements to conservation areas and to raise and appropriate the sum of \$5,000.00 (Five Thousand Dollars) to be placed in the fund and further to appoint the Selectmen as agents to expend from the fund. This sum to come from unassigned fund balance. No amount to be raised by taxation.

ARTICLE 17: CONSERVATION QUALIFIED ORGANIZATIONS

To see if the Town of Epping will vote to adopt the provisions of RSA 36-A:4-a, I(b) to authorize the Conservation Commission to expend funds for contributions to 'qualified organizations' for the purchase of property interests, or facilitating transactions related thereto, where the property interest is to be held by the qualified organization and the Town will retain no interest in the property.

ARTICLE 18: CONSERVATION OUTSIDE MUNICIPAL BOUNDARIES

To see if the Town of Epping will vote to adopt the provisions of RSA 36-A:4-a, I(a) to authorize the Conservation Commission to expend funds to purchase interests in land outside the boundaries of our municipality, subject to the approval of the local governing body.

ARTICLE 19: READY RIDES FUNDING

To see if the Town of Epping will vote to raise and appropriate the sum of \$1,500.00 (One Thousand Five Hundred Dollars) for the Ready Rides Program. The goal of Ready Rides is to ensure everyone who resides in any one of our service towns over 55 and/or disabled has a ride to a Medical, Dental, Therapy or any Health-related appointments.

Motion by Selectman Gauthier to recommend the Ready Rides Funding of \$1,500.00 and forward to the Budget Committee. Seconded by Selectman Cody. Motion carried 3-0.

ADMINISTRATOR'S REPORT

Town Administrator

Town Administrator Gregory C. Dodge announced the next meeting is on a Tuesday, Jan 11, 2022. The Warrant will need to be finalized for the Public Hearing on Jan 12, 2022. The Budget Committee Public Hearing will be held here at the Town Hall on January 12, 2022 at 6 PM.

Town Administrator Gregory C. Dodge has a list of opened positions. Filing period will be January 19th at 8:30 AM – January 28th at 5 PM.

Town Administrator Gregory C. Dodge sends his condolences to the family of Judith Bielicki. She is a former town employee. She was the Administrative Assistant and passed away Sunday. Her husband Dave, son and daughter are in his thoughts.

Town Administrator Gregory C. Dodge said the town hall will be closed on January 20th from 12 pm - 1 PM for an employee luncheon.

Town Administrator Gregory C. Dodge requested a motion regarding the FairPoint settlement. More information will be disclosed in the future.

Motion by Selectman Gauthier to move forward with the BTLA abatement regarding the FairPoint settlement. Seconded by Selectman Cody. Motion carried 3-0.

Town Administrator Gregory C. Dodge wished everyone a Happy New Year. The Town Hall will be closed Friday, December 31, 2021.

INDIVIDUAL SELECTMEN'S REPORTS

Selectman Tom Gauthier

Selectman Gauthier sent his condolence to the Bielicki Family. Judith was smart, funny and a great person.

Selectman Gauthier congratulated the Fire Department on the fantastic parade with the Grinch and stuffed animals.

Selectman John Cody

Selectman Cody was relieved the incident at Telly's Restaurant was resolved so quickly. Good work by the Police Department.

Selectman Cody wished everyone a Happy New Year's. Please be safe and sensible this New Years Eve, no drinking and driving.

Selectman Cody thanked the Fire Department for driving Santa through town.

Selectman Joe Trombley

Selectman Joe Trombley hoped everyone had a great Christmas and will have a Happy New Year. Make it a great year!

Selectman Bob Jordan

Excused

Selectman Mike Yergeau

Excused

ADJOURN

Motion by Selectman Gauthier to adjourn. Seconded by Selectman Cody. Motion carried 3-0.

Meeting adjourned at 8:10 PM.

Respectfully Submitted,

**Joyce Blanchard
Executive Secretary**

Joe Trombley, Vice Chairman

John Cody, Selectman

Tom Gauthier, Selectman

Date: January 11, 2021