

## **ATTENDANCE**

Chairman Karen Falcone; Selectmen: Dianne Gilbert, James McGeough, Bob Jordan; Town Administrator, Dean Shankle; Administrative Assistant: Judith Bielecki. Selectmen Rene Archambault was absent.

### **1. CALL TO ORDER**

Chairman Falcone called the public session to order at 6:00 PM at the Epping Town Hall.

### **2. ADJOURN TO NON-PUBLIC 91:A:3 II. (a)(b)(c) personnel; reputation: (e)legal; negotiation**

**Motion by Selectman Gilbert to adjourn to Non-Public Session. Seconded by Selectman McGeough. Motion carried 4-0. Roll call vote was taken and carried unanimously.**

### **3. RECONVENE AT 7:00 PM**

### **4. PLEDGE ALLEGIANCE TO THE FLAG**

### **5. SEAL NON-PUBLIC MINUTES – October 18, 2010**

**Motion by Selectman Jordan to seal the Non-Public Minutes of October 18, 2010. Seconded by Selectman McGeough. Motion carried 4-0.**

### **6. MINUTES OF OCTOBER 4, 2010**

Minutes from October 4, 2010 were submitted for approval.

**Motion by Selectman Gilbert to approve the minutes of October 4, 2010. Seconded by Selectman Jordan. Motion carried 4-0.**

### **7. SIGNING OF ACCOUNTS PAYABLE MANIFEST**

Accounts payable manifest for week ending October 15, 2010 in the amount of \$121,636.46 was submitted for approval.

**Motion by Selectman Jordan to approve the Accounts Payable Manifest in the amount of \$121,636.46. Seconded by Selectman Gilbert. Motion carried 4-0.**

### **8. SIGNING OF PAYROLL MANIFEST**

Payroll manifest for pay period ending October 14, 2010 in the amount of \$77,382.53 was presented for approval.

**Motion by Selectman Jordan to approve the Payroll Manifest in the amount of \$77,382.53. Seconded by Selectman Gilbert. Motion carried 4-0.**

**9. BUSINESS**

**9.1 PUBLIC WORKS ISSUES**

Mr. Koch provided pictures and requested input on the damaged roof on the Highway Building. He stated that the building has extensive water damage and mold and have requested a contractor provide a quotation to repair the roof. He asked for consideration of a new location for the building, possibly at the Transfer Station. Chairman Falcone requested a warrant article be submitted for review.

Mr. Koch advised that the salt shed roof is leaking and have obtained a quotation of \$1,700.00 for a metal roof. He advised that if the Board approves it, the Highway Department will install the roof.

Mr. Koch advised that the Stump Dump is going to be on Winter Hours effective this Wednesday due to the fact that it does not have lighting. The Winter Hours at the Sump Dump are 12:00 – 4:00 on Wednesdays.

Mr. Koch advised that there will be a meeting next Monday at 7:00 PM at the Town Hall to discuss Dearborn Road intersection.

**9.2 HICKORY HILL ROAD – LaRochelle**

Mrs. LaRochelle, 18 Hickory Hill Road, addressed the Board in regard to a flooding situation at there property. She advised that flooding from the railroad bed and Route 101 and has impacted their new house and neighbors property. She added that the Bureau of Trails has refused to provide any assistance and was advised to present the issue to the Board. Mr. Dave Reinhold advised that they had installed a larger culvert on the road to capture the run-off from the railroad bed. He stated that previously he requested Mr. LaRochelle dig a trench to deal with the run off. He added that the Bureau of Trails has installed many culverts for the railroad beds and not sure why they refused to install one adjacent to the LaRochelle property. Town Administrator Shankle advised that it is a state problem with run off from the highway. Mr. Dennis Koch, Public Works advised that Mr. Chris Albert, Jones & Beach has inspected the area and would like to address the issue. Mr. Albert advised that he had spoken to Mr. Weeks and was advised that it has not been an issue for a number of years, and the culvert could be installed and an agreement could be addressed with DOT. He added that a plan and construction would be approximately \$5,000 to \$10,000. Town Administrator Shankle asked if this culvert was installed what other problem would be created by this installation. Mr. Albert advised that the design would not be to run off on another property. Selectman McGeough asked who from the State has refused this installation. Mr. Albert advised Mr. Barker. Selectman Gilbert asked that the situation be brought to the representatives to ask the State to correct the flooding in that area. Selectman McGeough advised that he would like to do a site inspection to review the area, and requested a actual price to correct the situation be provided to the Board. Mrs. LaRochelle advised that this issue is affecting other abutters as well. Mr. Koch advised that he would contact the representatives in regard to this issue and request Mr. Albert provide a preliminary assessment.

### **9.3 LANDFILL CLOSURE PLAN**

Mr. Koch requested approval of the Landfill Closure Plan as submitted from CMA. He advised that it was submitted by Mr. Jeff Murray, CMA and approved by the Solid Waste Committee and are requesting approval to submit it to the State. He added that the plan calls for closure in twenty five years.

**Motion by Selectman Jordan to submit the Landfill Closure Plan to the State. Seconded by Selectman McGeough. Motion carried 4-0.**

### **9.4 TRANSFER STATION TAGGING – Sophomore Class**

Request to hold tagging at the Transfer Station on November 6 and November 7 was presented by the Sophomore Class at Epping High School.

**Motion by Selectman McGeough to approve the request to hold a Tag Day at the Transfer Station by the Sophomore Class on November 6 & November 7, 2010. Seconded by Selectman Jordan. Motion carried 4-0.**

### **9.5 SECOND HAND DEALERS AND PAWNBROKER ORDINANCE**

Chief Greg Dodge presented another draft of the Second Hand Dealers and Pawnbroker Ordinance containing the requested changes submitted by the Board. He advised that if no additional comments are expressed the final document will be included in the packet for the next meeting.

Purchase order for Stratham Tire to install tires and snow tires on the Police Cruisers was presented for approval. Chief Dodge advised that three bids were received and requested approval of the purchase from Stratham Tire at an amount of \$1,873.44.

**Motion by Selectman Jordan to approve the purchase of tires from Stratham Tire in the amount of \$1,873.44. Seconded by Selectman McGeough. Motion carried 4-0.**

### **9.6 BUDGET UPDATE – Finance**

Mrs. Lisa Fogg, Finance, advised that most of the 2011 Budget Worksheets have been received and asked when they would like to schedule the department heads to present their budgets. Chairman Falcone advised that the Board will be meeting every week with the alternate meeting weeks being dedicated to budgets. Selectman McGeough asked that department heads be given an appointment and previously a motion was made that they are required to present their budgets or they will be zeroed out.

Mrs. Fogg advised that the tax rate will be set on October 25 and asked whether the Board wanted to buy down the tax rate. She stated that the fund balance is \$1.3 Million and to buy-back a \$1.00 is \$610,000. Town

Administrator Shankle requested consideration of buying down as much as the State will allow to counteract revaluation, etc.. Selectman McGeough requested consideration of \$400,000.00.

**Motion by Selectman McGeough to buy-down the 2010 Tax Rate by reducing fund balance up to \$400,000.00. Seconded by Selectman Jordan. Motion carried 4-0.**

Selectman Jordan advised that problems are existing on collecting monies for services rendered and would like Finance to control the funds. Selectman McGeough requested that Mrs. Fogg assume the duty to oversee the funds in the Town's Revolving Accounts. He stated that outstanding funds have not been collected by Recreation and wanted bills to be sent out by Finance. He requested that Mrs. Fogg and Town Administrator Shankle review the procedure and advise how it will affect the workload.

**Motion by Selectman Jordan to request Mrs. Fogg assume the responsibility of the Towns Revolving Funds. Seconded by Selectman McGeough. Motion carried 4-0.**

#### **9.7 RENTAL OF TOWN FACILITIES – Derry ATA**

**Motion by Selectman Jordan to table the request for Derry ATA. Seconded by Selectman McGeough. Motion carried 4-0.**

#### **9.8 MS-1 COMPARISON MEDIAN QUESTION**

Request to explain the comparison median question from the MS-1 was provided to the Board by Mr. Scott Marsh, MRI.

#### **9.9 ELECTION WARRANT – Town Clerk**

Election Warrant to provide the date, times, and place of voting was presented for signature by the Town Clerk.

**Motion by Selectman Gilbert to approve the Election Warrant as submitted by the Town Clerk. Seconded by Selectman Jordan. Motion carried 4-0.**

#### **9.10 INTENT TO CUT – Soaring Hawk, LLC**

Intent to Cut for property owned by Soaring Hawk, LLC, Ladd's Lane, Map 030, Lots 050 & 051 was submitted for approval.

**Motion by Selectman Jordan to approve the Intent to Cut for Soaring Hawk, LLC. Seconded by Selectman McGeough. Motion carried 4-0.**

#### **9.11 INTENT TO CUT – Parke**

Intent to Cut for property owned by Mrs. Isobel Parke, Blake Road, Map 013, Lots 020-001 and 019 was

submitted for approval.

**Motion by Selectman Jordan to approve the Intent to Cut for Mrs. Isobel Parke. Seconded by Selectman Gilbert. Motion carried 4-0.**

## **9.12 SCHEDULE FOR CANDIDATES NIGHT**

Town Administrator Shankle requested approval to hold Candidates Night on Tuesday, October 26<sup>th</sup> at 7:00 PM.

## **10. CORRESPONDENCE & REPORTS**

### **10.1 Town Administrators Report**

**Town Administrator Shankle** stated that a workshop meeting is scheduled for Monday, October 25<sup>th</sup> at 7:00 PM to discuss the intersection of Dearborn Road and Prescott Road. Letters were sent to abutters in that area, and requested any interested parties attend the meeting.

**Town Administrator Shankle** advised that Candidates Night is October 26 and asked for clarification of who should be invited. Chairman Falcone advised that all candidates running for office should be invited.

**Town Administrator Shankle** advised that a meeting is scheduled with DOT on 10/27/10 at 7:00 PM to discuss safety issues at the Route 27 and Route 125 intersection.

**Town Administrator Shankle** advised that the Planning Board will be meeting on Thursday.

## **11.2 INDIVIDUAL SELECTMEN'S REPORTS**

### **Selectman McGeough**

**Selectman McGeough** requested that any correspondence sent out with the Board of any other Dept. Heading be cc: to the Board of Selectmen.

**Motions by Selectman McGeough to request any letter being mailed out are copied to the Board of Selectmen and have a signature on it. Seconded by Selectman Gilbert. Motion carried 4-0.**

**Motion by Selectman McGeough to include the above request in the policy book that letters be signed by the Town Administrator or Chairman of Board. Seconded by Selectman Gilbert. Motion carried 4-0.**

**Selectman McGeough** advised that Lamprey River Youth Soccer are sponsoring a fund raiser at the Flag Hill Winery which will include a silent auction, wine tasting, and music to benefit the soccer teams. He added for information contact the Selectmen's Office.

**Selectman McGeough** stated that the Deerfield Fair displayed some entries from the Epping Grange and Best of Fair went to Mr. Paul McPhee.

**Selectman Gilbert**

**Selectman Gilbert** requested that the change to the Recreation Fund Revolving Fund be included in the Standard Operating Procedure Manual.

**Motion by Selectman Gilbert to include the change to the Recreation Fund Revolving Fund. Seconded by Selectman Jordan. Motion carried 4-0.**

**Selectman Jordan**

**Selectman Jordan** asked if the Town Hall is available on 11/9/10 for a meeting of the Lamprey River Condo Association. Town Administrator Shankle advised it is reserved. Chief Dodge advised that the meeting room at the Safety Complex is available.

**Selectman Jordan** requested the Board and public look at the pictures of the Highway Building.

**Chairman Falcone**

**Chairman Falcone** requested everyone who Prescott Road at Dearborn Road, we have some ideas to improve that area.

**Chairman Falcone** advised that Wednesday the DOT will be meeting here in regard to Route 27 and would like to bring up synchronizing the lights on Route 125 to avoid bottlenecks.

**PUBLIC HEARINGS/APPOINTMENTS**

**7:30 PM**                    **Auditors Report – Plodzik & Sanderson**  
**Tabled.**

**8:00 PM**                    **Star Speedway – Webber**  
**Canceled.**

**11.**                            **COMMENTS BY VISITORS**  
**None.**

**12.**                            **ADJOURN**

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

**Meeting was adjourned at 8:34 PM.**

**Respectfully submitted,**

**Judith Bielecki  
Administrative Assistant**

**JB/**

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**Karen Falcone, Chairman**

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**Rene Archambault, Vice-Chairman**

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**Dianne Gilbert, Selectman**

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**James McGeough, Selectman**

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**Bob Jordan, Selectman**

**Date** \_\_\_\_\_