

ATTENDANCE

Chairman Karen Falcone; Selectmen: Dianne Gilbert, James McGeough [left early], 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 5:30 PM at the Epping Town Hall.

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

Motion by Selectman McGeough to adjourn to Non-Public Session. Seconded by Selectman Gilbert. Motion carried 3-0. Roll call vote was taken and carried unanimously.

3. RECONVENE AT 7:25 PM

4. PLEDGE ALLEGIANCE TO THE FLAG

5. SEAL NON-PUBLIC MINUTES –December 13, 2010

Motion by Selectman Gilbert to seal the Non-Public Minutes of December 13, 2010. Seconded by Selectman Jordan. Motion carried 3-0.

6. MINUTES OF NOVEMBER 29, 2010

Minutes from November 29, 2010 were submitted for approval.

Motion by Selectman Gilbert to approve the minutes of November 29, 2010. Seconded by Selectman Jordan. Motion carried 4-0.

7. SIGNING OF ACCOUNTS PAYABLE MANIFEST

Accounts payable manifest for week ending December 10, 2010 in the amount of \$621,081.68 was submitted for approval. \$500,000 was for the school and \$121,081.68 was the Town. Selectman Gilbert requested the check for the roof on the Highway Department be held until work is completed.

Motion by Selectman Jordan to approve the Accounts Payable Manifest in the amount of \$621,081.68. Seconded by Selectman Gilbert. Motion carried 4-0.

8. SIGNING OF PAYROLL MANIFEST

Payroll manifest for pay period ending December 9, 2010 in the amount of \$113,994.54 was presented for

approval.

Motion by Selectman Jordan to approve the Payroll Manifest in the amount of \$113,994.54. Seconded by Selectman McGeough. Motion carried 4-0.

9. BUSINESS

9.1 PUBLIC WORKS ISSUES

Mr. Dennis Koch requested consideration of quotations received to construct the Highway Building. He stated that eight quotes received and are approximately \$300,000.00. He advised that some bids were solicited to allow Public Works to be their own contractor on the project and could be erected for \$180,000.00.

Motion by Selectman McGeough to approve the warrant article for Public Works to construct the Highway Building in the amount of \$180,000.00. Seconded by Selectman Jordan. Motion carried 4-0.

Request to encumber three purchase orders to be funded with remaining funds in the 2010 Public Works Budgets for the Prescott Road reconstruction. Purchase orders are: ATS Equipment in the amount of \$6,040.00; Wolcott Construction \$15,750.00; Rome Construction, \$10,500.00. Discussion followed regarding funds remaining in the 2010 Budget.

Motion by Selectman Jordan to encumber the purchase orders for ATS Equipment in the amount of \$6,040.00; Wolcott Construction \$15,750.00; Rome Construction, \$10,500.00, to be executed only if funds are available. Seconded by Selectman Gilbert. Motion carried 3-0. Selectman McGeough abstained.

9.2 PURCHASE ORDERS – Fire Department

Purchase order for Brigham Industries in the amount of \$4,300.00 for Viking Air bottles was submitted for approval.

Motion by Selectman Jordan to approve the purchase order for Brigham Industries in the amount of \$4,305.00. Seconded by Selectman Gilbert. Motion carried 4-0.

Purchase order for H.S.E. Harrison Shrader Enterprises in the amount of \$4,557.00 for radio interface and equipment was submitted for approval.

Motion by Selectman Jordan to approve the purchase order for H.S.E. Harrison Shrader Enterprises in the amount of \$4,557.00. Seconded by Selectman McGeough. Motion carried 4-0.

Purchase order for Bergeron Protective Clothing in the amount of \$1,140.00 for Public Safety Fire Vests was

submitted for approval.

Motion by Selectman Jordan to approve the purchase order for Bergeron Protective Clothing in the amount of \$1,140.00. Seconded by Selectman McGeough. Motion carried 4-0.

9.3 PURCHASE ORDERS – Fire Department

Purchase order for Dell Online Store in the amount of \$1,943.95 for the purchase of one Dell Laptop was submitted for approval.

Motion by Selectman Gilbert to approve the purchase order for Dell Laptop in the amount of \$1,943.95. Seconded by Selectman Jordan. Motion carried 4-0.

Selectman McGeough left the meeting.

9.4 DEFAULT BUDGET

2011 Default Budget in the amount of \$5,370,755.00 was submitted for approval by Finance.

Motion by Selectman Jordan to approve the 2011 Default Budget in the amount of \$5,370,755.00. Seconded by Selectman Gilbert. Motion carried 3-0.

9.5 WARRANT ARTICLES – 2011

Mrs. Lisa Fogg presented a list of current warrant articles for 2011. Chairman Falcone advised that the list was approved at the last meeting.

AMBULANCE WARRANT ARTICLE

Warrant article to enter into a five year lease purchase agreement to purchase one ambulance in the total amount of \$180,000.00 with a yearly payment of \$35,000.00. Funding for the payment would be from the revenue from the Public Safety Special Revenue Fund and not incur any tax impact.

Motion by Selectman Jordan to approve the warrant article to purchase via lease agreement one ambulance with a total of \$180,000.00 funded with no tax impact in 2011. Seconded by Selectman Gilbert. Motion carried 3-0.

AMBULANCE EQUIPMENT

Warrant article to purchase two Life-Pak 15's for the sum of \$63,292.00 was submitted for approval. Funding for the payment would be from the revenue from the Public Safety Special Revenue Fund and not incur any tax impact.

Motion by Selectman Jordan to approve the warrant article to purchase ambulance equipment with a total of \$63,292.00 funded with no tax impact in 2011. Seconded by Selectman Gilbert. Motion carried 3-0.

9.6 2010 – ENCUMBRANCES

List of 2010 Encumbrances in the amount of \$29,971.99 was submitted for approval.

Motion by Selectman Gilbert to approve the 2010 Encumbrances in the amount of \$29,971.99. Seconded by Selectman Jordan. Motion carried 3-0.

9.7 INVESTMENT POLICY

Investment Policy was submitted for approval after review by the Treasurer, Melinda Stanley, and Deputy Treasurer, Joe Foley.

Motion by Selectman Jordan to approve the Investment Policy. Seconded by Selectman Gilbert. Motion carried 3-0.

9.8 ABATEMENT REQUESTS – Southeast Land Trust

Abatement request for property owned by Southeast Land Trust, Map 005, Lot 022 in the amount of \$204.79 and Map 013, Lot 013, in the amount of \$1,621.02 was submitted for approval.

Motion by Selectman Jordan to approve the abatement requests for Southeast Land Trust in the amount of \$1,826.70. Seconded by Selectman Gilbert. Motion carried 3-0.

9.9 SUPPLEMENT REQUEST - Reinhold

Supplement request for property owned by Mr. & Mrs. Frank Reinhold, Map 005, Lot 022 in the amount of \$204.79 was submitted for approval.

Motion by Selectman Gilbert to approve the supplement request for Mr. & Mrs. Frank Reinhold in the amount of \$204.79. Seconded by Selectman Jordan. Motion carried 3-0.

9.10 YIELD TAX – Soaring Hawk

Yield Tax for property owned by Soaring Hawk, LLC in the amount of \$350.47 was submitted for approval.

Motion by Selectman Gilbert to approve the Yield Tax for Soaring Hawk, LLC in the amount of \$350.47. Seconded by Selectman Jordan. Motion carried 3-0.

9.11 ELDERLY & VETERANS EXEMPTION – Dow

Elderly and Veteran's Exemption request for Mr. & Mrs. Arnold Dow, 290 Calef Highway, Map 023, Lot 039 - C28, was presented for approval. The Dow's are not eligible for the Elderly Exemption as the criteria for residency has not been met.

Motion by Selectman Gilbert to approve the Veteran's Exemption for Mr. & Mrs. Dow, 290 Calef Highway, Map 023, Lot 039 – C28. Seconded by Selectman Jordan. Motion carried 3-0.

9.12 ELDERLY EXEMPTION – Evans

Elderly Exemption for Mr. & Mrs. Wayne Evans, 290 Calef Highway, Map 023, Lot 039 – A-24, was presented for approval.

Motion by Selectman Gilbert to approve the Elderly Exemption for Mr. & Mrs. Evans, 290 Calef Highway, Map 023, Lot 039 – A-24. Seconded by Selectman Jordan. Motion carried 3-0.

9.13 VETERANS' EXEMPTION – Barry

Veteran's Exemption for Mr. Leon Barry, 290 Calef Highway, Map 023, Lot 039 – C-13, was presented for approval.

Motion by Selectman Gilbert to approve the Veterans Exemption for Mr. Leon Barry, 290 Calef Highway, Map 023, Lot -39 – C-13. Seconded by Selectman Jordan. Motion carried 3-0.

9.14 ABATEMENT REQUEST – Tax Collector

Abatement request for property owned by Wal-Mart, Map 029, Lot 283 in the amount of \$53,970.75 was presented for approval. The abatement request was to correct a clerical posting error in regard to the BTLA Agreement.

Motion by Selectman Jordan to approve the Abatement Request for Wal-Mart, Map 029, Lot 083 in the amount of \$53,970.75 to correct a clerical posting error. Seconded by Selectman Gilbert. Motion carried 3-0.

OTHER BUSINESS

PURCHASE ORDER – Town Hall

Request to approve and encumber a purchase order to replace the obsolete phone system in the Town Hall from Twin-State in the amount of \$7,539.00 was submitted for approval.

Motion by Selectman Gilbert to approve the purchase order for Twin-State in the amount of \$7,539.00 to replace the phone system at the Town Hall. Seconded by Selectman Jordan. Motion carried 4-0.

WARRANT ARTICLE – Water & Sewer

Mr. Joe Foley and Mr. Mike King, Water and Sewer Commission, presented a request for approval of a warrant article to purchase land owned by Route 125 & 101 Investments for a future water source for the Town. Mr. Foley advised that the purchase price for the land is \$2.3 Million and wells have been pump tested and the test reflects a small arsenic level which is treatable. He stated that funding would be \$150,000.00 for first payment and the balance to be paid from the connection fees. He added that bond payments for a 20, 25, & 30 year term have been solicited from the Bond Bank with the 20 year being 5%. Selectman Jordan advised that this purchase would insure water for any future development as well as improve the infrastructure. Mr. King advised that last year he was against the purchase but realized the importance of additional water supplies for the Town.

Motion by Selectman McGeough to support the warrant article submitted by Water & Sewer Commission to purchase land owned by WS Epping with a funding request of \$2,300,000.00. Seconded by Selectman Jordan. Motion carried 4-0.

ENCUMBER REQUEST – Perambulation

Request to encumber purchase to replace one Town Boundary Monument in the amount of \$995.00 and purchase signs to insure the monuments are marked in the amount of \$794.78 was presented by Mr. Scott Pim. Discussion followed regarding funding for the project and suggested the amount be placed in next years budget.

NEW PROGRAM REQUESTS – Recreation

Mrs. Nicole Bizzaro requested approval of five new programs: Adult & Middle School Drawing; Volleyball; Basketball; Cooking Matters; Pre-School Bowling to be started in January. She stated that some of the adult programs are being coordinated with EYAA and the school to allow the courts to be utilized. She added that the programs will be funded from the Recreation Revolving Fund. She additionally requested approval to send a letter to residents requesting donations specifically to assist families in need. Selectman Jordan advised that the donations would be deposited in the Financial Assistance Trust Fund. Mrs. Bizzaro advised that the After School Program donations could be considered a charitable deduction.

Motion by Selectman Jordan to approve the addition of five new programs to be funded by the Recreation Revolving Fund, and approved the request to submit a letter. Seconded by Selectman McGeough. Motion carried 4-0.

PURCHASE ORDER – Recreation

Purchase order for Sign of the Times in the amount of \$3,850.00 to install a two sided sign at Watson Academy was presented for approval. Discussion followed regarding the funds available and position of the sign.

Motion by Selectman Jordan to approve the purchase of a two sided sign from Sign of the Times in the amount of \$3,850.00. Seconded by Selectman McGeough. Motion carried 4-0.

10. CORRESPONDENCE & REPORTS

10.1 TOWN ADMINISTRATOR REPORT

Town Administrator Shankle stated that correspondence has been received from Marathon and has been advised Co-Gen will be refunding \$14,000 for the Co-Gen which was returned.

Town Administrator Shankle advised that two resignations have been received. Mr. Don Oaks resigned from the Fire Wards. Mr. Brian Reed resigned from the Recreation Commission.

10.2 INDIVIDUAL SELECTMEN'S REPORTS

Selectman McGeough

No issues.

Selectman Gilbert

No issues.

Selectman Jordan

No issues.

Chairman Falcone

No issues.

The Board wished Merry Christmas and Happy Holidays to all.

PUBLIC HEARINGS/APPOINTMENTS

7:30 PM Public Hearing – Class VI Road –Building Permit – Catinchi

Public Hearing was opened by Chairman Falcone and the hearing notice and the list of abutters was read.

Mr. Catinchi requested approval of a permit to build a residence on his property on Birch Road a Class VI Road. He advised that his property is on Map 032, Lot 009, and has access off Birch Road. He added that originally the plan was to access it from the Mast Road entrance but in review the Route 87 access might be preferable. Chairman Falcone advised that to utilize the Mast Road entrance would be ill advised as currently some legal issues are pending in that area and would not be settled in the near distant future. Mr. Gerald Langdon, Conservation, stated that road is currently utilized by recreation vehicles and issues with illegal dumping are prevalent. He added that if a house was built in that area might discourage some of the issues with that road. Discussion followed regarding the classification of the road and specifications if the road would need to be improved to Class V standards for emergency vehicles. Mr. Kim Sullivan stated he was against allowing a residence on a Class VI Road as sooner or later the owner will sell and the Town would be responsible. Mr. Reinhold stated that the request is for a driveway and changing the classification of the road would not be required.

Public Hearing was closed.

Selectman Jordan stated that when he was on the ZBA one permit was granted on a Class VI Road but the lot was never built on. Chairman Falcone requested the approval be tabled until the next meeting so that the regulations and the area can be reviewed.

Motion by Selectman Jordan to table the request to build a residence on Birch Road by Mr. Catinchi. Seconded by Selectman McGeough. Motion carried 4-0.

11. COMMENTS BY VISITORS

Mr. Paul Spidle advised that the Budget Committee Meeting is Wednesday starting at 7:00 PM.

12. ADJOURN

Motion by Selectman Gilbert to adjourn. Seconded by Selectman Jordan. Motion carried 3-0.

Meeting was adjourned at 10:07 PM.

Respectfully submitted,

**Judith Bielecki
Administrative Assistant**

JB/

Karen Falcone, Chairman

Rene Archambault, Vice-Chairman

Dianne Gilbert, Selectman

James McGeough, Selectman

Bob Jordan, Selectman

Date _____