

## **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 6:30 PM at the Epping Town Hall.

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

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

### **3. RECONVENE**

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

### **5. SEAL NON-PUBLIC MINUTES –December 23, 2010**

**Motion by Selectman Gilbert to seal the Non-Public Minutes of December 23, 2010. Seconded by Selectmen Jordan. Motion carried 4 - 0.**

### **6. MINUTES OF DECEMBER 13, 2010**

Minutes from December 13, 2010 were submitted for approval.

**Motion by Selectman Gilbert to approve the minutes of December 13, 2010. Seconded by Selectman Jordan. Motion carried 4-0.**

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

Accounts payable manifest for week ending December 23, 2010 in the amount of \$6,259.50 was submitted for approval.

**Motion by Selectman Jordan to approve the Accounts Payable Manifest in the amount of \$6,259.50. Seconded by Selectman Gilbert. Motion carried 4-0.**

Accounts payable manifest for week ending December 23, 2010 in the amount of \$576,841.55 was submitted for approval. \$500,000.00 was for the school and \$76,841.55 was the Town.

**Motion by Selectman Jordan to approve the Accounts Payable Manifest in the amount of \$576,841.55. Seconded by Selectman Gilbert. Motion carried 4-0.**

**8. SIGNING OF PAYROLL MANIFEST**

Payroll manifest for pay period ending December 23, 2010 in the amount of \$82,176.21 was presented for approval.

**Motion by Selectman Jordan to approve the Payroll Manifest in the amount of \$82,176.21. Seconded by Selectman Gilbert. Motion carried 4-0.**

**9. BUSINESS**

**9.1 WARRANT ARTICLE – Highway Garage**

Warrant Article to construct the Highway Garage was submitted for approval. The article was submitted with two options one with obtaining a bond requiring a 3-5'ths vote or the other for the full amount of \$180,000.00. Discussion followed regarding the options to best obtain funding to construct the Highway Garage.

**Motion by Selectman Gilbert to appropriate the sum of \$180,000.00 to construct the Highway Garage and not to obtain a bond. Seconded by Selectman McGeough. Motion carried 4-0.**

**9.2 WARRANT ARTICLE – Land Purchase – Water & Sewer**

Revised warrant article to purchase land for \$2,300,000.00 at Epping Crossing for future water supply was submitted for approval by the Water & Sewer Commission. The revision indicates the purchase to be secured by obtaining a 20 year bond vs. a 25 year bond to be repaid by impact fees. Discussion followed and the revision to the terms was approved.

**Motion by Selectman Jordan to approve the warrant article for Water & Sewer to purchase land in the amount of \$2,300,000.00 and secure a 20 year bond in that regard. Seconded by Selectman McGeough. Motion carried 3-1. Selectman Gilbert voted nay.**

**9.3 CONTRACT – Plodzik & Sanderson**

Letter of Contract for 2010 auditing services from Plodzik & Sanderson was submitted for approval. Selectman Gilbert requested that other firms be contacted to submit bids for auditing services. She advised that in the auditors questionnaire she noted several areas of concern and no contact from the auditors was received. Mr. Paul Spidle advised that the school had obtained a new firm and they were less expensive and well received. Mrs. Fogg advised that the contract with Plodzik & Sanderson is through this year and preliminary audit has been completed. She advised that the letter is an engagement letter for the 2010 audit. Selectman Gilbert requested the Town go out to bid for audit services in 2011.

**Motion by Selectman McGeough to approve the contract for Polodzik & Sanderson for 2010. Seconded by Selectman Jordan. Motion carried 4-0**

**Motion by Selectman Gilbert to request Chairman Falcone to sign the engagement letter for the 2010 Audit for Plodzik & Sanderson. Motion carried 4-0.**

#### **9.4 PURCHASE ORDERS – Town Report**

Purchase order for JLM Graphics and Kase Printing was submitted for approval.

**Motion by Selectman Gilbert to approve the Purchase Order for JLM Graphics in the amount of \$1,300.00. Seconded by Selectman McGeough. Motion carried 4-0.**

Purchase order for Kase Printing in an amount not to exceed \$2,000.00 was submitted for approval.

**Motion by Selectman Gilbert to approve the Purchase Order for Kase Printing in an amount not to exceed \$2,000.00. Seconded by Selectman Jordan. Motion carried 4-0.**

#### **9.5 BUDGET – Perambulation**

Request to add \$2,000.00 to the Board of Selectmen's Budget for perambulation was submitted for approval.

**Motion by Selectman Jordan to approve the addition of \$2,000.00 to the Selectmen's Budget for perambulation. Seconded by Selectman Jordan. Motion carried 4-0.**

### **OTHER BUSINESS**

Selectman McGeough requested approval of a purchase order in the amount of \$2,000.00 to address replacing the Town's 'disgraceful' Website. Town Administrator Shankle advised that in addition the purchasing of Dream Weaver Software would be required to update the Website.

**Motion by Selectman McGeough to approve a purchase order in the amount of \$2,000.00 to replace the Town's current Website. Seconded by Selectman Jordan. Motion carried 4-0.**

### **10. CORRESPONDENCE & REPORTS**

#### **10.1 TOWN ADMINISTRATOR REPORT**

**Town Administrator Shankle** stated that the Transfer Station will be closed on Sunday in observance of Christmas. Mr. Paul Spidle suggested a Police Detail be scheduled to insure no issues with traffic on Sunday.

## 10.2

## INDIVIDUAL SELECTMEN'S REPORTS

### Selectman McGeough

**Selectman McGeough** advised that he had contacted the Town Administrator at 6:00 AM the other morning to alert him about a fire that had taken place in the bell tower at Town Hall. He stated that it was ill advised as the only issue at Town Hall was the pigeon defense system sparking.

**Selectman McGeough** said Merry Christmas & Happy New Year. He wished everyone a safe and healthy holiday season and hoped it would be a better year for all.

### Selectman Gilbert

**Selectman Gilbert** requested Town Administrator Shankle review the letter submitted by Mr. & Mrs. Cloutier in regard to the recent revaluation. She wanted a response from the revaluation company to determine how the value changed from the hearing to the completion of the revaluation.

**Selectman Gilbert** wished everyone a Merry Christmas and Happy New Year.

### Selectman Jordan

**Selectman Jordan** wished everyone a Merry Christmas and Happy New Year.

### Chairman Falcone

**Chairman Falcone** wished everyone a Merry Christmas and Happy New Year.

## PUBLIC HEARINGS/APPOINTMENTS

None

## 10.

## COMMENTS BY VISITORS

**Mr. Bob Bean, Main Street**, requested approval to allow residents to take discarded hardwood from the Stump Dump. He advised that Public Works requested he contact the Board to determine it is was feasible for residents to take the wood vs. burning it. He added that sections could be cut and placed in an area so that chain saws would not be needed to cut the wood at the Transfer Station. Chairman Falcone stated she would review the issue with Public Works.

**Motion by Selectman Gilbert to approve the request to allow residents access to surplus hard wood at the Transfer Station after discussing safety and feasibility with Public Works. Seconded by Selectman Jordan. Motion carried 4-0.**

11. **ADJOURN**

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

**Respectfully submitted,**

**Judith Bielecki  
Administrative Assistant**

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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 \_\_\_\_\_**