

## **ATTENDANCE**

Chairman Tom Gauthier; Selectmen: Karen Sott, James McGeough, Rene Archambault; Town Administrator, Dean Shankle; Administrative Assistant: Judith Bielecki.

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

Chairman Gauthier called the public session to order at 7:00 PM at the Epping Town Hall. The Pledge of Allegiance to the flag followed.

### **2. MINUTES OF FEBRUARY 2, 2010**

Minutes from February 2, 2010 were submitted for approval.

**Motion by Selectman Archambault to approve the minutes of February 3, 2010. Seconded by Selectman Gilbert. Motion carried 5-0.**

### **3. MINUTES OF FEBRUARY 8, 2010**

Minutes from February 8, 2010 were submitted for approval.

**Motion by Selectman Gilbert to approve the minutes of February 8, 2010. Seconded by Selectman Archambault. Motion carried 3-0. Selectman Sott and Chairman Gauthier abstained.**

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

Accounts Payable Manifest for 2010 in the amount of \$567,357.29 for week ending February 19, 2010 was submitted for approval. \$500,000.00 was for the school and \$67,357.29 was the Town.

**Motion by Selectman Archambault to approve the 2010 Manifest in the amount of \$567,357.29. Seconded by Selectman McGeough. Motion carried 5-0.**

### **5. SIGNING OF PAYROLL MANIFEST**

Payroll Manifest in the amount of \$69,646.58 for pay period ending February 18, 2010 was submitted for approval.

**Motion by Selectman Archambault to approve the Payroll Manifest in the amount of \$69,646.58. Seconded by Selectman Sott. Motion carried 5-0.**

### **6. SEALING OF NON-PUBLIC MINUTES**

**Motion by Selectman Sott to seal the Non-Public Minutes of January 22, 2010. Seconded by Selectman Gilbert. Motion carried 5-0.**

## **SIGNING OF DEED FOR GOVERNOR'S GREEN LAND**

Deed to convey land located at Route 27, Map 030, Lot 056 owned by Governor's Green Condominium Association was submitted to approve.

**Motion by Selectman Archambault to approve and sign the deed to convey land on Route 27, Map 030, Lot 056 to Governor's Green Condominium Association. Seconded by Selectman McGeough. Motion carried 5-0.**

### **7. BUSINESS**

#### **7.1 PUBLIC WORKS ISSUES**

**Mr. Dave Reinhold** advised that bids are being collected for the installation of a storage room in the auditorium at the Town Hall. He advised that the room would be alarmed, have a sprinkler, and be utilized by Finance and the Town Clerk.

**Mr. Chris Albert**, Jones & Beach, provided a request to submit an application for preliminary estimate to the Department of Transportation to request enrollment of the Blake Road and Main Street Bridges. He advised that the estimate would be the first step in receiving 80% compensation to replace the bridges. He added that the time frame for this would be a few years as the bridges are not considered high priority but this is the first step for consideration.

**Motion by Selectman McGeough to sign the enrollment in the Bridge Aid Program for the Blake Road and Main Street Bridges. Seconded by Selectman Sott. Motion carried 5-0.**

#### **7.2 HIGH RISK RURAL ROADS PROGRAM**

Mr. Dave Reinhold requested approval of the enrollment in the High Risk Rural Sign Program offered by the Bureau of Highway Design. He advised that this program involves installing signs in areas they feel are dangerous are compiling information of accidents that happened before and after the installation of the signs. Chairman Gauthier asked Chief Dodge if the reports would be available. Chief Dodge advised no that would not be a problem.

**Motion by Selectman Archambault to approve the enrollment in the High Risk Rural Roads Program and request Town Administrator Shankle sign the contract. Seconded by Selectman McGeough. Motion carried 5-0.**

#### **7.3 PURCHASE ORDER – Highway Department**

Purchase order for Donovan Springs in the amount of \$3,000.00 was presented for approval.

**Motion by Selectman McGeough to approve the purchase order for Donovan Spring in the**

**amount of \$3,000.00. Seconded by Selectman Archambault. Motion carried 5-0.**

#### **7.4 APPOINTMENT TO SOUTHEAST WATERSHED ALLIANCE**

**Mr. Chris Albert**, Jones & Beach, requested he be appointed to the Southeast Watershed Alliance to represent Epping. Chairman Gauthier requested that an appointment slip be prepared for this request.

**Motion by Selectman Archambault to appoint Mr. Chris Albert to the Southeast Watershed Alliance for a term of two years. Seconded by Selectman Sott. Motion carried 5-0.**

#### **7.5 SICK LEAVE/DRESS CODE POLICY**

Chief Greg Dodge presented revisions to the sick leave and dress code policy as a result of a committee consisting of myself, Joyce Blanchard, and Lisa Fogg. He read a letter in regard to the changes and requested consideration of the revisions. He added that the dress code is also included and this is a new policy.

Selectman McGeough requested consideration to include; an exit interview; a revision to the term for probation to six months for part-time and a year for full-time; include a time limit on disciplinary actions maintained in the personnel files. He requested that no athletic wear be included in the dress code policy in section for Friday dress-down.

Selectman Archambault advised that earned sick time be banked. Selectman Gilbert requested that this policy should be reviewed with current industry policies. She requested that the sign off for bereavement be revised to include the Town Administrator or the Board of Selectmen instead of department heads. Chairman Gauthier requested that the dress code for the Building Inspector be revised to allow for him wearing appropriate clothing for the duties of his position. Chief Dodge advised he would revise the policy accordingly and resubmit for approval.

#### **7.6 FIRE DEPARTMENT REQUEST – Foley**

Request from Fire Chief LeDuc to allow the Fire Department to utilize property that is scheduled for demolition for training. He advised that this property is owned by Joseph and Linda Foley at 88 Hedding Road. Fire Chief LeDuc stated that he wanted to do training in the month of April and that would require an abatement as the cut off for taxes is April 1. Judith Bielecki advised that the assessor would have to value the property after it is abandoned and the abatement could be granted after the second issue tax bill in 2010. Chairman Gauthier requested the property be demolished no later than May 1, 2010.

**Motion by Selectman Archambault to approve the request to allow the Fire Department to utilize the abandoned home scheduled for demolition at 88 Hedding Road and abate the taxes for good cause from April 2, 2010 – through April 30, 2010. Seconded by Selectman**

**McGeough. Motion carried 5-0.**

**7.7 VETERAN'S EXEMPTION - SHORTRIDGE**

Veteran's Exemption request for Mr. David Shortridge, 23 Plumer Road, #32, Map 022, Lot 076, 032 was submitted for approval.

**Motion by Selectman McGeough to approve the Veteran's Exemption for Mr. David Shortridge, 23 Plumer Road. Seconded by Selectman Gilbert. Motion carried 5-0.**

**7.8 INTENT TO CUT - Primack**

Intent to Cut for property owned by Mr. Philip Primack, 365 Pleasant St., Map 020, Lot 003, was presented for approval.

**Motion by Selectman Sott to approve the Intent to Cut for Mr. Philip Primack, 365 Pleasant Street. Seconded by Selectman Archambault. Motion carried 5-0.**

**7.9 ELDERLY EXEMPTION – McWilliams**

Elderly exemption for Mr. and Mrs. Palmer McWilliams, 290 Calef Highway, Map 023, Lot 039-24D was submitted for approval.

**Motion by Selectman Gilbert to approve the Elderly Exemption for Mr. and Mrs. Palmer McWilliams, 290 Calef Highway, Map 023, Lot 039-24D. Seconded by Selectman Archambault. Motion carried 5-0.**

**7.10 ELDERLY EXEMPTION – Locke**

Elderly exemption for Mrs. Brenda Locke, 11 Center Court, Map 022 , Lot 132 was submitted for approval.

**Motion by Selectman Gilbert to approve the Elderly Exemption for Mrs. Brenda Locke, 11 Center Court, Map 022, Lot 132. Seconded by Selectman Archambault. Motion carried 5-0.**

**7.11 ELDERLY EXEMPTION – Forster**

Elderly exemption for Mr. and Mrs. Arthur Forster, 2 Amber Way, Map 030, Lot 032 was submitted for approval.

**Motion by Selectman Gilbert to approve the Elderly Exemption for Mr. and Mrs. Arthur Forster, 2 Amber Way, Map 030, Lot 032. Seconded by Selectman Archambault. Motion carried 5-0.**

## **7.12 DRA Equalization Survey**

Department of Revenue analysis of the sale data for 2009 provides a overall median ratio of 104.1% with the overall weighted rate assessment being 108%. Mr. Scott Marsh advised that the equity in assessment to sale price ratios remain good with the mobile home without land strata being out of line.

## **8. CORRESPONDENCE & REPORTS**

### **8.1 TOWN ADMINISTRATOR REPORT**

#### **Town Administrator Shankle**

**Town Administrator Shankle** advised that he would be doing additional shows with department heads in Town to discuss the budget. He added that these shows would be broadcast on Channel 22.

### **8.2 INDIVIDUAL SELECTMEN'S REPORTS**

#### **Selectman Gilbert**

No issues.

#### **Selectman Sott**

**Selectman Sott** stated that All-Star Speedway would be coming before the Board and wanted clarification of the by-laws in regard to approval of schedules. She requested that the amount currently owed of \$2,200.00 be paid and that the \$25.00 per day fine be included and not waived. She added that a bond should be imposed and would like other Police Departments contacted to see if they are comfortable working with them this year. Town Administrator Shankle advised that he wasn't sure that all fees were paid per the agreement.

**Motion by Selectman Archambault to impose the penalty of \$25.00 per day for details owed, and impose a bond of \$15,000.00 on All-Star Speedway. Seconded by Selectman Sott. Motion carried 5-0.**

#### **Selectman Archambault**

**Selectman Archambault** advised that the Town will not be subsidizing All-Star Speedways business. He stated that last year his treatment of the Board was poor. He requested the Board work together to see that what happened last year is not repeated. Selectman Sott stated that the way Mr. MacArthur treated this Board with appalling and wants to impose a week-to-week license and if the bill is paid the license is granted for that period.

#### **Selectman McGeough**

**Selectman McGeough** advised that the Board collected \$9,000.00 from All-Star and they treated Mr. MacArthur fairly.

**Selectman McGeough** reminded everyone that Candidates Night is Wednesday at 7:00 PM.

**Selectman McGeough** stated that the Town Administrator moved his office upstairs and will be utilizing the downstairs office for meetings and as a studio.

**Chairman Gauthier**

No issues.

## **9. COMMENTS BY VISITORS**

**None.**

## **PUBLIC HEARINGS/APPOINTMENTS**

**7:45 PM**

### **Third Ambulance – C. Goodspeed**

**Mr. Charlie Goodspeed, Fire Wards** requested approval to remove the third ambulance from service and trade it for a vehicle for the use of the Fire Department. He stated that this ambulance being a 1997 model has not been utilized frequently and the purchase of a vehicle for use by the Fire Department would reduce wear and tear on the other Fire Departments truck. Fire Chief LeDuc stated a quotation for trading the ambulance for a Ford Fusion with a price of \$14,300.00 and with the trade it would be \$6,400.00. He advised that the funds could be obtained from impact fees. Selectman Gilbert questioned whether impact fees could be utilized for a vehicle. Fire Chief LeDuc stated yes. Selectman McGeough asked if the vehicle would be at the Safety Complex at night and would it have Fire Department markings. Chief LeDuc stated it would have limited markings on it, possibly a magnetic sign would be utilized to avoid having residents alarmed when inspections are being conducted. He added that it would be parked at the Safety Complex overnight. Selectman Gilbert asked if any of the equipment on the ambulance would be removed. Chief LeDuc stated yes everything would be removed out of the ambulance it is strictly a vehicle trade. Chairman Gauthier stated that he did not think a vehicle should be purchased with impact fees and thought a vehicle purchase should be submitted to the voters. Selectman Sott stated that it should be put before the voters.

**Motion by Selectman Archambault to trade the third ambulance for a Ford Fusion at a fee not to exceed \$6,400.00 and fund with impact fees. Seconded by Selectman McGeough. Motion carried 3-1. Chairman Gauthier voted nay. Selectman Sott abstained.**

**8:00 PM**

### **FISH AND GAME – Gates on Birch Road**

**Mr. Jerry Langdon** addressed the request on Birch Road and advised that he had proposed the warrant article in 2007 to change that road and Dimond Hill to a Class A. Trail. He stated that ATV's were allowed on the trails and the sign was posted to limit vehicles under 1,000 lbs. Ms.

Betsy McNaughten, Fish and Game, requested that the three gates with an opening of 54 inches requested be approved as previously submitted to the Board. Mr. Bill Gagas, NH Bureau of Trails, stated that the 54 inch gate is standard and would restrict UTV's from access but would allow ATV's access. Chairman Gauthier advised that previously the installation of the gates were approved so an additional vote would not be required.

**8:30 PM**

**BUILDING PERMIT – Class VI Road – Fisher**

**Mr. Richard Fisher** submitted a plan and permit request for approval to build a home on a Class VI Road, Map 034, Lot 044. He stated that he had applied to the State for a wetland permit, would not be taking any water from that area, and planned on utilizing the area for coy fish ponds. He added that the second entrance to this land would be Witham Road. Selectman McGeough advised that the plan submitted does not have a surveyor stamp and has writing all over it. He requested a completed plan be provided in that regard. Mr. Fisher advised that he would provide the copy and resubmit at a later meeting.

**Motion by Selectman McGeough to table the request for a building permit on a Class VI Road by Mr. Richard Fisher until proper documentation is submitted. Seconded by Selectman Archambault. Motion carried 5-0.**

**9:00 PM**

**K. Sullivan**

**Mr. Kim Sullivan** requested to be put on the agenda and asked that the Deliberative Sessions be broadcast several times before election. He stated that the e-mail was forwarded to the ETV Staff and other staff members. Selectmen McGeough advised that the sessions were broadcast about eighteen times and the schedule is available on the Town's Website.

Mr. Sullivan stated the cost of revaluation and advised that it was not presented clearly at the Deliberative Session. Chairman Gauthier advised that the cost would be around \$70,000.00 for revaluation. Mr. Sullivan advised that with the amount of sales it will not be an adequate sample to revalue properties. Selectman Gilbert advised that it is another example of Government imposing a mandate and until residents spend time asking legislatures to stop spending this type of thing will continue happening. Mr. Sullivan stated that the Board of Selectmen has authority as assessors. Town Administrator Shankle advised that this process is wrong, but a letter has been submitted to the legislature and a meeting was held with DRA. He stated that he made the point that after this process the median ratio could be worse, but DRA advised on several occasions that it is mandated by the constitution. Selectman Sott suggested Mr. Sullivan take this to Concord.

**8.**

**ADJOURN**

**Motion by Selectman Gilbert to adjourn. Seconded by Selectman Sott. Motion carried 5-0.**

**Meeting was adjourned at 9:26 PM.**

**Respectfully submitted,**

**Judith Bielecki**  
**Administrative Assistant**

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**Tom Gauthier, Chairman**

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**Dianne Gilbert, Selectman**

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**Karen Sott, Selectman**

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**James McGeough, Selectman**

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**Rene Archambault, Selectman**

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