

ATTENDANCE

Selectmen: Dianne Gilbert, James McGeough, Rene Archambault; Town Administrator Dean Shank
Administrative Assistant: Judith Bielecki. Chairman Tom Gauthier and Selectman Karen Sott were
absent.

1. CALL TO ORDER

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

**Motion by Selectman Archambault to appoint Selectman McGeough as acting Chairman. Motion
not acted on.**

2. MINUTES OF JANUARY 25, 2010

Minutes from January 25, 2010 were submitted for approval.

**Motion by Selectman Archambault to approve the minutes of January 11, 2010. Seconded by
Selectman McGeough. Motion carried 3-0.**

3. SIGNING OF ACCOUNTS PAYABLE MANIFEST

Accounts Payable Manifest for week ending February 5, 2010 in the amount of \$679,666.67 was
submitted for approval. \$500,000.00 was for the school and \$179,666.67 was the Town.

**Motion by Selectman Archambault to approve the Accounts Payable Manifest in the amount
\$679,666.67. Seconded by Selectman McGeough. Motion carried 3-0.**

4. PAYROLL MANIFEST

Payroll Manifest in the amount of \$70,827.09 for pay period ending February 4, 2010 was submitted
for approval.

**Motion by Selectman Archambault to approve the Payroll Manifest in the amount of \$70,827.09
Seconded by Selectman McGeough. Motion carried 3-0.**

5. SEALING OF NON-PUBLIC MINUTES – February 8, 2010 Meeting rescheduled to February 22, 2010.

6. BUSINESS

6.1 PARAMEDIC REIMBURSEMENT REQUEST – Fire Department

Request from the Fire Department to implement a policy to compensate full-time employees who hold an active State of New Hampshire certification of paramedic. The request is for yearly compensation of \$2,000.00. Chief LeDuc advised that the policy has been approved by the Fire Wards. He added that this compensation is to defray some of the cost associated with becoming a paramedic.

Motion by Selectman Archambault to accept the policy to compensate full-time employees who hold an active State of New Hampshire paramedic certification in the amount of \$2,000.00 yearly. Seconded by Selectman McGeough. Motion carried 3-0.

6.2 COMSTAR/ANTHEM AGREEMENT – Fire Department

Chief LeDuc submitted the COMSTAR/ ANTHEM Agreement for approval. He advised that the Fire Wards had approved the agreement and enrollment would improve our compensation.

Motion by Selectman Archambault to approve the COMSTAR/ANTHEM Agreement. Seconded by Selectman McGeough. Motion carried 3-0.

Motion by Selectman McGeough to request that Town Administrator Shankle or Chief LeDuc sign the Comstar Agreement. Seconded by Selectman Archambault. Motion carried 3-0.

6.3 PURCHASE ORDER – Safety Complex

Chief LeDuc presented a purchase order from Difeo Oil in the amount of \$4,553.61 for installing a new circulator, tank, and pumps for the Safety Complex heating system.

Motion by Selectman Archambault to approve the purchase order for Difeo Oil in the amount of \$4,533.61. Seconded by Selectman McGeough. Motion carried 3-0.

6.4 PURCHASE ORDER – Ambulance

Chief LeDuc presented a purchase order from Mr. Richard Murphy in the amount of \$2,250.00 for EMT Training.

Motion by Selectman Archambault to approve the purchase order for Mr. Richard Murphy in the amount of \$2,250.00. Seconded by Selectman McGeough. Motion carried 3-0.

6.5 SICK LEAVE & DRESS CODE POLICY **Tabled.**

6.6 PURCHASE ORDER – Police Department

Chief Dodge presented a purchase order from Audio-Video Experience in the amount of \$1,863.95 for

installing digital camera enhancements in the Police Department.

Motion by Selectman McGeough to approve the purchase order for Audio-Video Experience in the amount of \$1,863.95. Seconded by Selectman Archambault. Motion carried 3-0.

Chief Dodge requested approval of the installation of a 25 mph. sign on Birch Hill Road as requested by a resident. He advised that a traffic study was completed in this regard, and this sign would be consistent with the Town of Lee on Birch Hill Road.

Motion by Selectman McGeough to approve the installation of a 25 mph. sign on Birch Hill Road. Seconded by Selectman Archambault. Motion carried 3-0.

6.7 PURCHASE ORDER – Highway Department

Public Works presented a purchase order from Accucut Tree Service in the amount of \$4,000.00 for tree trimming.

Motion by Selectman Archambault to approve the purchase order for Accucut Tree Service in the amount of \$4,000.00. Seconded by Selectman McGeough. Motion carried 3-0.

6.8 PUBLIC WORKS ISSUES

Tabled

6.9 PURCHASE ORDER – Highway

Public Works presented a request to hire a contractor for snow removal. Request to hire Mr. Mark Pinkham at the rate of \$50.00 per hour.

Motion by Selectman McGeough to hire Mr. Mark Pinkham as a snow removal contractor at a rate of \$50.00 per hour. Seconded by Selectman Archambault. Motion carried 3-0.

6.10 RURAL ROADS SIGNING PROGRAM

Tabled

6.11 APPOINTMENT – Health Officer/Deputy Health Officer

Request to appoint the Health Officer and Deputy Health Officer. Town Administrator Shank requested the appointment for Deputy Health Officer be approved and asked that the Health Officer be appointed at a later date. He requested Mr. Dennis Koch be appointed to the office of Deputy Health Officer.

Motion by Selectman McGeough to appoint Mr. Dennis Koch as Deputy Health Officer for the Town of Epping. Seconded by Selectman Archambault. Motion carried 3-0.

6.12 VETERAN'S EXEMPTION – Poliquin

Veteran's Exemption request for Mrs. Yvonne Poliquin for Mr. Albert Poliquin, 102 Old Nottingham Road, Map 010, Lot 061, was submitted for approval.

Motion by Selectman Archambault to approve the Veteran's Exemption for Mrs. Yvonne Poliquin 102 Old Nottingham Road. Seconded by Selectman McGeough. Motion carried 3-0.

6.13 LRAC LETTER OF SUPPORT

Tabled

7. CORRESPONDENCE & REPORTS

7.1 TOWN ADMINISTRATOR REPORT

Town Administrator Shankle introduced a new employee, Mrs. Brittany Howard who will fill the position of Planner/Code Enforcement Officer for the Town. He advised that the salary for the position is \$50,000.00 and Mrs. Howard would be starting February 9, 2010. He introduced Mrs. Howard. Mrs. Howard thanked the Board for the opportunity and stated that she would be working from 8:00 AM to 4:00 PM – Monday through Friday.

7.2 INDIVIDUAL SELECTMEN'S REPORTS

Selectman McGeough

No issues.

Selectman Archambault

No issues.

Selectman Gilbert

No issues.

8. COMMENTS BY VISITORS

Ms. Grace Lavoie, Supervisor of the Checklist, requested clarification of her being able to use of the office at Town Hall. Town Administrator Shankle advised that he would look into the request there are some issues with availability and access to the offices.

PUBLIC HEARINGS/APPOINTMENTS

7:45 PM

PUBLIC HEARING – Ambulance Revolving Fund

Selectman Gilbert opened the Public Hearing and read the notice. Mrs. Lisa Fogg, Finance stated that the establishment of the Ambulance Revolving Fund is a better fit for the bond payment and would eliminate the Special Revenue Fund. She advised that if this article passes it would eliminate having to put a warrant article on every year to be able to fund the bond payment for the Safety Committee. Selectman Gilbert asked what the excess funds would be utilized for. Mrs. Fogg advised that any excess would be utilized for Fire Department and safety equipment.

No residents were present to discuss the Ambulance Revolving Fund. The Public Hearing was closed.

8:00 PM PROPOSED SUBDIVISION – Thayer
Tabled

8:30 PM BUILDING PERMIT – CLASS VI ROAD – Fisher
Tabled

9. ADJOURN

Motion by Selectman McGeough to adjourn. Seconded by Selectman Archambault. Motion carried 3-0.

Meeting was adjourned at 8:12 PM.

Respectfully submitted,

Judith Bielecki
Administrative Assistant

Dianne Gilbert, Selectman

James McGeough, Selectman

Rene Archambault, Selectman