

**BOARD OF SELECTMEN MEETING MINUTES
TOWN OF EPPING, NEW HAMPSHIRE
March 23, 2020**



**EMERGENCY MEETING OF THE BOARD OF SELECTMEN
VIA ZOOM FOR BUSINESS**

RSA 91-A:2 defines an emergency in part "...An emergency shall mean a situation where immediate undelayed action is deemed to be imperative by the chairman or presiding officer of the public board..."

ATTENDANCE

Chairman Adam Munguia; Selectmen Bob Jordan, Mike Yergeau, Cody Belanger and Joe Trombley; Town Administrator Gregory C. Dodge; Executive Secretary Joyce Blanchard; Acting Fire Chief Joe Lombardo, EOC Director Don DeAngelis and Police Chief Michael Wallace called in for a portion of the meeting.

CALL TO ORDER

Chairman Munguia called the public session to order at 7:00 pm via Zoom.

ANNOUNCEMENTS

Vice Chairman Bob Jordan asked the public to follow the guidelines that the president and governor have addressed, we know what to do.

Chairman Munguia explained the Emergency Center is active with Fire Chief Don DeAngelis as the Emergency Director. Mr. DeAngelis explained Joe Lombardo is now the Acting Fire Chief as they prepare for anything coming Epping's way. Police Chief Michael Wallace asked the residents to call for assistance if needed and listen to the president and governor on proper actions. The police department is ready to support Epping residents.

MINUTES

Minutes from March 9, 2020 Selectmen's meetings were submitted for approval.

Motion by Selectman Jordan to accept the minutes from the March 9, 2020 Selectmen's meeting. Seconded by Selectman Yergeau. Motion carried 4-1. Selectman Belanger abstained. Roll Call Vote; Selectmen Joe Trombley, Mike Yergeau, Bob Jordan and Chairman Adam Munguia all voting aye. Selectman Cody Belanger abstained.

Minutes from March 17, 2020 selectmen's emergency meeting held via skype was submitted for approval.

Motion by Selectman Belanger to accept the minutes from March 17, 2020 selectmen's emergency meeting held via skype. Seconded by Selectman Trombley. Motion carried 5-0. Roll Call Vote; Selectmen Joe Trombley, Mike Yergeau, Bob Jordan, Cody Belanger and Chairman Adam Munguia all voting aye.

Minutes from March 18, 2020 selectmen's emergency meeting held via skype was submitted for approval.

Motion by Selectman Yergeau to accept the minutes from March 18, 2020 selectmen's emergency meeting held via skype. Seconded by Selectman Belanger. Motion carried 4-1. Selectman Jordan abstained. Roll Call Vote; Selectmen Joe Trombley, Mike Yergeau, Cody Belanger and Chairman Adam Munguia all voting aye. Selectman Bob Jordan abstained.

PAYROLL MANIFEST

Payroll manifest for the pay period ending March 19, 2020 in the amount of \$137,186.09 was submitted for approval.

Motion by Selectman Jordan to approve the payroll manifest for the pay period ending March 19, 2020 in the amount of \$137,186.09. Seconded by Selectman Belanger. Motion carried 5-0. Roll Call Vote; Selectmen Joe Trombley, Mike Yergeau, Bob Jordan, Cody Belanger and Chairman Adam Munguia all voting aye.

ACCOUNTS PAYABLE MANIFEST

Accounts payable manifest for the week ending March 19, 2020 in the amount of \$1,126,814.14 \$1,000,000 is payment to the school and \$126,814.14 is for the town was submitted for approval.

Motion by Selectman Jordan to approve the accounts payable manifest for the week ending March 19, 2020 in the amount of \$1,126,814.14. Seconded by Selectman Belanger. Motion

carried 5-0. Roll Call Vote; Selectmen Joe Trombley, Mike Yergeau, Bob Jordan, Cody Belanger and Chairman Adam Munguia all voting aye.

W&S LOAN AND GRANT DOCUMENTS

Motion by Selectman Jordan of the signing of the Water and Sewer loan and grant documents with Town Administrator Gregory C. Dodge having permission to sign documents going forward. Seconded by Selectman Belanger. Motion carried 5-0. Roll Call Vote; Selectmen Joe Trombley, Mike Yergeau, Bob Jordan, Cody Belanger and Chairman Adam Munguia all voting aye.

MS-232

Report of Appropriations state form MS-232 for period beginning January 1, 2020 thru December 31, 2020 was submitted for approval.

Motion by Selectman Yergeau to approve the Report of Appropriations state form MS-232 for period beginning January 1, 2020 thru December 31, 2020. Seconded by Selectman Belanger. Motion carried 5-0. Roll Call Vote; Selectmen Cody Belanger, Bob Jordan, Mike Yergeau Joe Trombley and Chairman Adam Munguia all voting aye.

ASSEMBLY PERMITS

Large Assembly Permits for Sig Sauer Academy Open House on June 6, 2020 8 AM – 4 PM and Southeast Land Trust Annual Meeting and BBQ on June 13, 2020 for 3 PM – 6 PM were submitted for approval.

Motion by Selectman Jordan to approve the Large Assembly Permits for Sig Sauer Academy Open House on June 6, 2020 8 AM – 4 PM and Southeast Land Trust Annual Meeting and BBQ on June 13, 2020 for 3 PM – 6 PM. Seconded by Selectman Trombley. Motion carried 5-0. Motion carried 5-0. Roll Call Vote; Selectmen Joe Trombley, Mike Yergeau, Bob Jordan, Cody Belanger and Chairman Adam Munguia all voting aye.

REPORT OF TIMBER

Report of Timber Tax Levy for Farmsteads of NE, map and lot 022-071 on Plumer Road in the amount of \$3,515.73 was submitted for approval.

Motion by Selectman Belanger to approve the Report of Timber Tax Levy for Farmsteads of NE, map and lot 022-071 on Plumer Road in the amount of \$3,515.73 with Town

Administrator Gregory C. Dodge having permission to sign the document. Seconded by Selectman Jordan. Motion carried 5-0. Roll Call Vote; Selectmen Joe Trombley, Mike Yergeau, Bob Jordan, Cody Belanger and Chairman Adam Munguia all voting aye.

INTENT TO CUT

Intent to Cut for Applehurst Farm, map and lot 015-014 on Red Oak Hill Road was submitted for approval.

Motion by Selectman Belanger to approve the Intent to Cut for Applehurst Farm, map and lot 015-014 on Red Oak Hill Road with Town Administrator Gregory C. Dodge having permission to sign the document. Seconded by Selectman Jordan. Motion carried 5-0. Roll Call Vote; Selectmen Joe Trombley, Mike Yergeau, Bob Jordan, Cody Belanger and Chairman Adam Munguia all voting aye.

LAND USE CHANGE TAX

Land Use Change Tax for map and lot 014-014-068, 12 Apple Way in the amount of \$8,000 was submitted for approval.

Motion by Selectman Trombley to approve the Land Use Change Tax for map and lot 014-014-068, 12 Apple Way in the amount of \$8,000. Seconded by Selectman Belanger. Motion carried 5-0. Roll Call Vote; Selectmen Joe Trombley, Mike Yergeau, Bob Jordan, Cody Belanger and Chairman Adam Munguia all voting aye.

EPPING AUTO SALVAGE

Application for automotive recycling and dealer registration for Epping Auto Salvage and Epping Auto Sales LLC on 47 Jenness Road was submitted for approval.

Motion by Selectman Jordan to approve the application for automotive recycling and dealer registration for Epping Auto Salvage and Epping Auto Sales LLC on 47 Jenness Road. Seconded by Selectman Belanger. Motion carried 5-0. Roll Call Vote; Selectmen Joe Trombley, Mike Yergeau, Bob Jordan, Cody Belanger and Chairman Adam Munguia all voting aye.

Motion by Selectman Jordan to amend the motion to read approval of the application for automotive recycling and dealer registration for Epping Auto Salvage and Epping Auto Sales LLC on 47 Jenness Road giving Chairman Munguia permission to sign the document on behalf of the Board of Selectmen. Seconded by Selectman Belanger. Motion carried 5-0.

Roll Call Vote; Selectmen Joe Trombley, Mike Yergeau, Bob Jordan, Cody Belanger and Chairman Adam Munguia all voting aye.

POLICE

Purchase Order to IDVille for an ID Maker Edge System in the amount of \$3,087.86 was submitted for approval. Police Chief Michael Wallace explained the need for the ID Maker. This will be faster than ordering them and other town department ID's can be made also. This will be paid for with impact fees.

Motion by Selectman Jordan to approve the purchase order to IDVille for an ID Maker Edge System in the amount of \$3,087.86. Seconded by Selectman Belanger. Motion carried 5-0. Roll Call Vote; Selectmen Joe Trombley, Mike Yergeau, Bob Jordan, Cody Belanger and Chairman Adam Munguia all voting aye.

Motion by Selectman Jordan to amend the motion to read approval of the purchase order to IDVille for an ID Maker Edge System in the amount of \$3,087.86 giving Town Administrator permission to sign the document on behalf of the Board of Selectmen. Seconded by Selectman Belanger. Motion carried 5-0. Roll Call Vote; Selectmen Joe Trombley, Mike Yergeau, Bob Jordan, Cody Belanger and Chairman Adam Munguia all voting aye.

SELECTMEN ASSIGNMENTS

Chairman

Motion by Selectman Jordan to nominate and approve Selectman Munguia as Chairman to the Board of Selectmen. Seconded by Selectman Belanger. Motion carried 5-0.

Vice-Chairman

Motion by Selectman Munguia to nominate and approve Selectman Jordan as Vice-Chairman of the Board of Selectmen. Seconded by Selectman Belanger. Motion carried 5-0.

After a brief discussion regarding the assignments and for the Police Negotiation Team it was decided to adjourn into a non-public meeting after the public meeting for further discussion regarding the Police Negotiation Team.

Motion by Selectman Jordan to keep the same assignments for selectmen representatives and oversight assignments as last year unless someone wants to change at later date if needed. Seconded by Selectman Belanger. Motion carried 5-0. Roll Call Vote; Selectmen Joe Trombley, Mike Yergeau, Bob Jordan, Cody Belanger and Chairman Adam Munguia all voting aye.

Year 2020 Assignments of Selectmen Representatives

Chairperson – Adam Munguia

Vice Chairperson – Bob Jordan

Lamprey Regional Cooperative – Dennis Koch

Alternate Lamprey Regional Cooperative – David Reinhold

Conservation Commission – Joe Trombley

Planning Board – Mike Yergeau

Alternate Planning Board – Joe Trombley

Budget Committee – Adam Munguia

Alternate Budget Committee – Cody Belanger

Recreation Committee – Adam Munguia

Historical Commission – Bob Jordan

Cable TV Representative – Cody Belanger

Police – Bob Jordan

Fire – Bob Jordan

OVERSIGHT ASSIGNMENTS

Library Representative – Joe Trombley

Water & Sewer Oversight – Mike Yergeau

Highway, Stump Dump, Recycling & Transfer Station Oversight – Cody Belanger

Alternate Highway Stump Dump, Recycling & Transfer Station Oversight – Joe Trombley

ADMINISTRATOR'S REPORT

Town Administrator

Town Administrator Gregory C. Dodge reported the new treasurer will be in tomorrow to sign checks.

Town Administrator Gregory C. Dodge asked if there were further discussion regarding Town Hall closure? Selectman Trombley responded the Town Hall will be closed next week and until further notice.

Town Administrator Gregory C. Dodge explained the Transfer Station closure confusion. The household trash will remain open the regular hours and the solid waste across the street is closed until further notice.

Town Administrator Gregory C. Dodge said the plows are out for the storm.

Town Administrator Gregory C. Dodge announced the new TC/TX locked drop box in the vestibule for paperwork. If you would like a receipt please enclose a stamped return envelope. We are encouraging everyone to register your vehicles or pay taxes on line or through the mail.

Town Administrator Gregory C. Dodge will be returning to the office on Thursday at the Town Hall per his doctor's orders.

INDIVIDUAL SELECTMEN'S REPORTS

Selectman Munguia thanked the board for voting him in as Chairman of the Board for another year, he appreciates the support.

Selectman Yergeau

Selectman Yergeau is asking residents to heed all advice regarding this virus, these are trying times but we will all get through it. If anyone needs anything please reach out to us.

Selectman Belanger

Selectman Belanger agrees with Selectman Yergeau. Please listen to the Governor and follow his directions. Day cares are being shut down and we need to maintain social distances. This virus is a real threat. Please reach out for any help needed.

Selectman Trombley

Selectman Trombley explained the overall format for the meeting held on Zoom. He would like to have a 5 minute window for anyone to call in or email if there are any questions.

Selectman Trombley feels sorry for the people who cannot work from home. Please take this situation seriously with good hygiene and social distancing. There are many ways to engage on social media to stay active with friends and family.

Selectman Jordan

Selectman Jordan thanked the board for the support he has been given as Vice Chairman of the Board of Selectmen.

Selectman Jordan would like to thank a few people for all their hard work, the Fire Chief and the EOC Director for all his guidance and leadership, Joe Lombardo for taking the Fire Chiefs position, the Deputy Fire Chief for his assistance to Mr. Lombardo and the Police Department who are excellent and are working seamlessly. This shows the quality of the town employees who are pulling together to make this work, such as the ETV team helping with tonight's meeting. Thank you to the Town Administrator for his guidance and organizing the town hall and staff. We will make it through this invisible foe working together as a community.

Selectman Trombley added that Zoom is a platform used for communication. Hopefully in the future this can be used for a live based application and interaction during meetings.

Town Administrator Gregory C. Dodge thanked the Fire Chief Don DeAngelis working while suffering such an important loss to him and his family.

Selectman Munguia

Selectman Munguia thanked all the employees for running the town so smoothly and showing such character at such extraordinary times.

Selectman Munguia explained that Nicole Bizzaro and her employees are under the EMD directions as of now to service any elderly in need.

5 MINUTE PUBLIC COMMUNICATION

Naomi Andrews via telephone thanked the Board of Selectmen for all there service during this terrible time. We must protect the most vulnerable and she is available for service if needed. She would like to reiterate the surgeon general with the "stay at home" rule. People should know about the 6 ft. distance suggestion. All non-essential residents should be at home with their families. The governor is stating over 60 is the most vulnerable and we need to take care of those people. They should be using the delivery service from Market Basket and or curbside delivery. Education to this virus is the key.

Safety discussion and reviewing the Emergency Plan continued.

ADJOURN

Motion by Selectman Jordan to adjourn to a non-meeting under 91-A:2: 1(a) to discuss collective bargaining strategies. Seconded by Selectman Belanger. Motion carried 5-0. Roll Call Vote; Selectmen Joe Trombley, Mike Yergeau, Bob Jordan, Cody Belanger and Chairman Adam Munguia all voting aye.

Meeting adjourned at 8:20 PM.

Respectfully Submitted,



**Joyce Blanchard
Executive Secretary**

Adam Munguia, Chairman

Bob Jordan, Selectman

Joe Trombley, Selectman

Mike Yergeau, Selectman

Cody Belanger, Selectman

Dated: March 30, 2020

