

**BOARD OF SELECTMEN MEETING MINUTES
TOWN OF EPPING, NEW HAMPSHIRE
June 1, 2020**



**MEETING OF THE BOARD OF SELECTMEN
VIA ZOOM FOR BUSINESS
MEETING ID #81051057452
PASSWORD 527045**

ATTENDANCE

Chairman Adam Munguia; Selectmen Bob Jordan, Cody Belanger and Joe Trombley. Town Administrator Gregory C. Dodge. Executive Secretary Joyce Blanchard. Mike Yergeau was excused.

CALL TO ORDER

Chairman Adam Munguia called the public meeting to order at 7:00 PM via Zoom.

MINUTES

Minutes from the May 26, 2020 Selectmen's meeting were submitted for approval.

Motion by Selectman Cody Belanger to approve the minutes from the May 26, 2020 Selectmen's meeting. Seconded by Selectman Bob Jordan. Roll Call Vote; Selectmen Bob Jordan, Joe Trombley, Cody Belanger and Chairman Adam Munguia all voting aye.

PAYROLL MANIFEST

Payroll manifest for the pay period ending May 28, 2020 in the amount of \$160,481.65 was submitted for approval.

Motion by Selectman Joe Trombley to approve the payroll manifest for the pay period ending May 28, 2020 in the amount of \$160,481.65. Seconded by Selectman Bob Jordan. Roll Call Vote; Selectmen Bob Jordan, Joe Trombley, Cody Belanger and Chairman Adam Munguia all voting aye.

ACCOUNTS PAYABLE MANIFEST

Accounts payable manifest for the week ending May 28, 2020 in the amount of \$501,877.50 \$90,000.00 is for the 2019-2020 School Impact Fee, \$185,664.23 is for the Water Treatment Warrant Article, \$5,102.00 for Recreation Summer & Theater Program refunds and \$221,111.27 is for the town was submitted for approval.

Motion by Selectman Bob Jordan to approve the accounts payable manifest for the week ending May 28, 2020 in the amount of \$501,877.50. Seconded by Selectman Cody Belanger. Roll Call Vote; Selectmen Joe Trombley, Cody Belanger, Bob Jordan, and Chairman Adam Munguia all voting aye.

BUSINESS

RECREATION

Request for approvals to hire Caroline Fuller as Summer Camp Staff at \$11.00 an hour and Olga Purington as a Camp Director at \$15.00 an hour was submitted for approval.

Motion by Selectman Cody Belanger to approve the hiring of Caroline Fuller as Summer Camp Staff at \$11.00 an hour and Olga Purington as a Camp Director at \$15.00 an hour pending background checks. Seconded by Selectman Bob Jordan. Roll Call Vote; Selectmen Bob Jordan, Joe Trombley, Cody Belanger and Chairman Adam Munguia all voting aye.

Recreation Director Nicole Bizzaro explained the Modified Summer Camp Plan for 2020. These plans have been drafted using the guidelines from the Governor's Task Force and NH Camping Association. Camp opens July 6th for 6 weeks with staff training starting June 22 for a week.

She is working with the school administration regarding using the school facilities and is on the agenda for Thursday to discuss school grounds. Following the guidelines she will need more school space for smaller groups. Ms. Bizzaro requested a motion to approve the guidelines before she goes to the school board meeting.

Motion by Selectman Bob Jordan to go forward with complete approval on the Modified Summer Camp Plan for 2020. Seconded by Selectman Joe Trombley. Roll Call Vote; Selectmen Bob Jordan, Joe Trombley, Cody Belanger and Chairman Adam Munguia all voting aye. Chairman Munguia would like to be part of the school board meeting on Thursday. Selectman Trombley will be there also for the boiler project.

INTENT TO CUT

Intent to Cut for Charles Goodspeed on Randall Way at map and lot 022-014-003 was submitted for approval.

Motion by Selectman Cody Belanger to approve the Intent to Cut for Charles Goodspeed on Randall Way at map and lot 022-014-003. Seconded by Selectman Bob Jordan. Roll Call Vote; Selectmen Joe Trombley, Bob Jordan, Cody Belanger and Chairman Adam Munguia all voting aye.

VETERAN CREDIT

Veteran Credit for Paul King at map and lot 024-031 was submitted for approval.

Motion by Selectman Bob Jordan to approve the Veteran Credit for Paul King at map and lot 024-031. Seconded by Selectman Cody Belanger. Roll Call Vote; Selectmen Joe Trombley, Cody Belanger, Bob Jordan, and Chairman Adam Munguia all voting aye.

ADMINISTRATOR'S REPORT

Town Administrator

No Report

A phone call from Michele Picott on 78 Coffin Road was answered. She is having an issue with the abutting gravel pit. The driveway has been widened into a 2 lane driveway. Did the property owner get permission for this? There is a lot of dust that is affecting their lives. The gravel pit is effecting the stream off of Route 87 also. Building Inspector Dennis Pelletier will talk to the town planner regarding the land use issue and will contact Mrs. Picott with the results.

INDIVIDUAL SELECTMEN'S REPORTS

Selectman Adam Munguia

Chairman Munguia had a brief discussion regarding opening the town hall to the public. A plan is needed to keep the residents and staff as safe as possible with these protocols. He would like to have the Emergency Management Director Don DeAngelis, Health Inspector Dennis Pelletier and the Town Administrator to come up with a plan. They can meet from a 6 foot distance or via ZOOM meeting. He would like to see the plan at the next board meeting.

Mr. Trombley agrees to open the town hall with conditions and proper guidelines. The Town Clerks office is safe. Glass still needs to be installed in other offices. Proper safety measures need to be met before opening. Mr. Trombley questioned the flow of traffic as the hallway is only 6 feet wide. Chairman Munguia wondered if the back staircase could be used for exiting. Selectman Jordan pointed out downstairs only has one entrance so those issues might need to be handled by appointment only.

Board of Selectmen meetings will probably continue to be via ZOOM for now. If a non-public meeting is necessary a separate meeting can be set up.

Emergency Management Director Don DeAngelis agreed a plan is needed with phase in dates. Mr. Dodge would like to “get the ball rolling” with the plan first and work on the dates later. Selectman Belanger asked if the department heads have been spoken to regarding how best to open their departments. Mr. Dodge would like to discuss plans with Mr. DeAngelis and Mr. Pelletier first then move forward with the department heads.

Selectman Jordan has spoken to Epping’s sister city in Presque Isle and as they just recently remodeled their town hall so our issues don’t apply.

EMERGENCY MANAGEMENT UPDATE - COVID 19

Emergency Management Director Don DeAngelis reported 1,458 active COVID cases in the state which is 105 less than last week. This represents the first decrease seen which is good news.

Mr. DeAngelis reported 68 Hours of Hunger have a month supply of foods, the senior food drop offs and the food kitchen is full. The donation fire truck at Market Basket has been really working. Rick at Market Basket has been a tremendous help.

Selectman Cody Belanger

Selectman Belanger thanked the fire department for assisting a barn fire in Greenland. That barn happened to be owned by a family friend. Mr. Belanger really appreciated the lunch Epping Fire Department provided.

Selectman Belanger spoke with ETV employee Joe Denoncour regarding ETV Castus. They are offering a one-time payment of \$2,500 that would subscribe to ROKU for town residents. The live streaming would be piggy backing over to ROKU channels. Mr. Belanger will investigate this more.

Selectman Joe Trombley

Selectman Trombley spoke about the library landscaping. There is also a punch list that needs to be completed. The Library Trustees have posted a ZOOM meeting and will need to present a landscaping plan. Their next meeting is June 16th.

Selectman Mike Yergeau

Excused

Selectman Bob Jordan

Selectman Jordan wished a part-time member of the Fire Department a speedy recovery. This employee was working for another town at the time when he had a sudden illness. He is having a corrective procedure and Mr. Jordan hopes he gets better soon.

ADJOURN

Motion by Selectman Cody Belanger to adjourn. Seconded by Selectman Bob Jordan. There was a 30 seconds pause in case a resident wanted to call in. **Roll Call Vote; Selectmen Joe Trombley, Cody Belanger, Bob Jordan and Chairman Adam Munguia all voting aye.**

Meeting adjourned at 8:05 PM.

Respectfully Submitted,

**Joyce Blanchard
Executive Secretary**

Adam Munguia, Chairman

Bob Jordan, Vice-Chairman

Cody Belanger, Selectman

Joe Trombley, Selectman

Dated: June 8, 2020