

**BOARD OF SELECTMEN MEETING MINUTES  
TOWN OF EPPING, NEW HAMPSHIRE  
June 15, 2020**



**MEETING OF THE BOARD OF SELECTMEN  
VIA ZOOM FOR BUSINESS  
MEETING ID #870 2717 3074  
PASSWORD 559044**

**ATTENDANCE**

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

**CALL TO ORDER**

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

**MINUTES**

Minutes from the June 8, 2020 Selectmen's meeting were submitted for approval.

**Motion by Selectman Joe Trombley to approve the minutes from the June 8, 2020 Selectmen's meeting. Seconded by Selectman Mike Yergeau. Roll Call Vote; Selectmen Mike Yergeau, Joe Trombley and Chairman Adam Munguia all voting aye.**

**PAYROLL MANIFEST**

Payroll manifest for the pay period ending June 11, 2020 in the amount of \$153,903.30 was submitted for approval.

**Motion by Selectman Joe Trombley to approve the payroll manifest for the pay period ending June 11, 2020 in the amount of \$153,903.30. Seconded by Selectman Mike Yergeau. Roll Call Vote; Selectmen Joe Trombley, Mike Yergeau and Chairman Adam Munguia all voting aye.**

## ACCOUNTS PAYABLE MANIFEST

Accounts payable manifest for the week ending June 11, 2020 in the amount of \$325,446.02; \$148,347.50 is for the NH Municipal Bond Bank regarding the land/wells bond, \$60,900 is for the NH Municipal Bond Bank regarding the safety facility bond and \$116,198.52 is for the town was submitted for approval. Selectman Cody Belanger joined the ZOOM meeting via phone.

**Motion by Selectman Cody Belanger to approve the accounts payable manifest for the week ending June 11, 2020 in the amount of \$325,446.02. Seconded by Selectman Joe Trombley. Roll Call Vote; Selectmen Cody Belanger, Joe Trombley, Mike Yergeau, and Chairman Adam Munguia all voting aye.**

## BUSINESS

### RECREATION

Recreation pay increases for Morgan Shanley promotion from Jr. staff to regular staff and summer camp staff from \$9.00 to \$11.00. Yearly increases for Sarah Kirby, lead staff, summer camp staff and before and after school program from \$12.00 to \$12.50 and Rebecca Gagnon, Director Summer Camp from \$16.50 to \$17.00. Yearly increase and promotion for Elizabeth Koutroubas, lead summer camp staff and before and after school from \$11.00 to \$12.50 were all submitted for approval.

**Motion by Selectman Cody Belanger to approve the Recreation pay increases for Morgan Shanley's promotion from Jr. staff to regular staff and summer camp staff from \$9.00 to \$11.00. Yearly increases for Sarah Kirby, lead staff, summer camp staff and before and after school program from \$12.00 to \$12.50 and Rebecca Gagnon, Director Summer Camp from \$16.50 to \$17.00. Yearly increase and promotion for Elizabeth Koutroubas, lead summer camp staff and before and after school from \$11.00 to \$12.50. Seconded by Selectman Mike Yergeau. Roll Call Vote; Selectmen Cody Belanger, Joe Trombley, Mike Yergeau, and Chairman Adam Munguia all voting aye.**

## POLICE

Police resignation from Calley Bortz was submitted for approval. Her last day will be June 26, 2020. Police Chief Mike Wallace explained that Officer Bortz accepted a job with the Town of Plaistow. Selectman Bob Jordan joined the ZOOM meeting.

**Motion by Selectman Cody Belanger to accept with regret the police resignation from Calley Bortz. Seconded by Selectman Bob Jordan. Roll Call Vote; Selectmen Joe Trombley, Mike Yergeau, Bob Jordan, Cody Belanger and Chairman Adam Munguia all voting aye.**

Police Chief Mike Wallace has interviews for 2 positions and will decide within a month on new hires.

## **STATE OF NEW HAMPSHIRE**

CRF 1<sup>st</sup> Responder Stipends (GOFER Funds) for the Police Department in the amount of \$37,285.66 and the Fire Department \$57,171.40 was submitted for approval. Town Administrator Gregory C. Dodge explained that a Public Hearing was not necessary to accept these funds.

**Motion by Selectman Bob Jordan to accept the CRF 1<sup>st</sup> Responder Stipends (GOFER Funds) for the Police Department in the amount of \$37,285.66 and the Fire Department \$57,171.40. Seconded by Selectman Cody Belanger. Roll Call Vote; Selectmen Joe Trombley, Mike Yergeau, Cody Belanger, Bob Jordan and Chairman Adam Munguia all voting aye.**

## **GIFT ACCEPTANCE**

Town Administrator Gregory C. Dodge explained the Keefe Superfund Site found a brand new compressor in their building when they were cleaning their building. They would like to give this to the town. The Highway Department needs a new one as theirs is unserviceable.

**Motion by Selectman Bob Jordan to accept the compressor from the Keefe Superfund Site for the Highway Department. Seconded by Selectman Joe Trombley. Roll Call Vote; Selectmen Joe Trombley, Mike Yergeau, Bob Jordan and Chairman Adam Munguia all voting aye.** Selectman Belanger was unable to vote due to a dropped phone call.

## **BRIDGE ABUTMENT REMOVAL**

Town Administrator Gregory C. Dodge described the bridge abutments on Folsom Mill Lane. Representative Vallone and abutter Eunice Miller have been working with the USDA on the town owned abutments and their removals. The removal would help the river flow naturally and not flood Ms. Miller's property. Representative Vallone explained how USDA would fund and remove the abutments. The agreement is the town giving up control of the abutments while the USDA removed them. Eunice Miller has a plan from NRCS regarding taking down one abutment on her side of the river. A lengthy conversation continued regarding contacting SELT and the Epping Conservation Commission. The consensus of the board was agreeing to

the removal of the abutment but they would like to review the NRCS plans and notify the Epping Conservation Commission.

**Motion by Selectman Cody Belanger to move forward on the removal of the abutment. Seconded by Selectman Bob Jordan. Roll Call Vote; Selectmen Joe Trombley, Mike Yergeau voting nay. Selectmen Bob Jordan and Cody Belanger voting yea and Chairman Adam Munguia voting nay.**

**Motion by Chairman Adam Munguia to reach out to the Conservation Commission and take this up again next week. Seconded by Selectman Joe Trombley. Roll Call Vote; Selectmen Joe Trombley, Mike Yergeau, Cody Belanger, Bob Jordan and Chairman Adam Munguia all voting aye.**

## **PEDDLER PERMIT**

Peddlers Permit for Jeffrey LeDuc on 55 Dorothy Drive and 427 Calef Highway to sell hot dogs and drinks was submitted for approval.

**Motion by Selectman Cody Belanger to approve the Peddlers Permit for Jeffrey LeDuc on 55 Dorothy Drive and 427 Calef Highway to sell hot dogs and drinks. Seconded by Selectman Mike Yergeau. Roll Call Vote; Selectmen Cody Belanger, Joe Trombley, Mike Yergeau, Bob Jordan and Chairman Adam Munguia all voting aye.**

## **ADMINISTRATOR'S REPORT**

### **Town Administrator**

Town Administrator Gregory C. Dodge asked Building Inspector Dennis Pelletier to describe the windows that were built in the Planning Department. Mr. Dodge wanted to make sure the Board of Selectmen were happy with the windows and if they wanted the same kind of window built in the Selectmen's Office. After a brief discussion and study of a picture of the windows various comments were made.

**Motion by Selectman Bob Jordan to move forward with Mr. Pelletier's plan regarding building the window in the Selectmen's office. Seconded by Selectman Cody Belanger. Roll Call Vote; Selectmen Bob Jordan, Cody Belanger, Mike Yergeau, Joe Trombley and Chairman Adam Munguia all voting aye.**

## **COVID UPDATE**

Emergency Management Director Don DeAngelis had good news, the active cases in New Hampshire have dropped below 1,000. The rest of the country is going up and CT, MA and RI is higher.

He has been working with Recreation Director Nicole Bizzaro organizing safety plans for summer day camp and making sure all the mandates will be followed.

There are expectations for a second wave of COVID with all the companies opening up.

Fire Chief Joe Lombardo reported 27 calls for service. So far this year the number of calls have increased 3%. Chief Lombardo reviewed the procedure for 1<sup>st</sup> responders to stay safe during potential exposure.

Police Chief Mike Wallace discussed the different types of calls for his department. Many more alcohol related complaints and motor vehicle violations.

## **INDIVIDUAL SELECTMEN'S REPORTS**

### **Selectman Mike Yergeau**

No Report. He missed the Great Bay Permit call do to work and would like an update from W&S.

### **Selectman Cody Belanger**

Selectman Belanger apologized for being on the phone during the meeting.

Selectman Belanger thanked the Police and Fire Chiefs and their departments for all they are doing and their hard work, stay safe!

### **Selectman Bob Jordan**

Selectman Jordan thanked all the 1<sup>st</sup> responders in the Police and Fire Department. He "Backs the Blue" who looks out for the health and welfare of the entire town. Both departments run in when people run out. God Bless you all.

**Selectman Joe Trombley**

Selectman Trombley will come into the town hall tomorrow to look at the windows.

Selectman Trombley asked Mr. Dodge for an update on the bids regarding the library steps and the roofs. Mr. Dodge has received 3 bids on the town hall roof and one interested pending. The library stairs has 2 bids with 1 pending and Watson Academy has 1 bid.

**Selectman Adam Munguia**

Chairman Munguia thanked the all the members of the ZOOM meeting for attending and all they do. The extra effort and time is appreciated and that includes the ETV crew.

**ADJOURN**

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

**Meeting adjourned at 9:10 PM.**

**Respectfully Submitted,**

**Joyce Blanchard  
Executive Secretary**

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**Adam Munguia, Chairman**

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**Bob Jordan, Vice-Chairman**

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**Mike Yergeau, Selectman**

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**Cody Belanger, Selectman**

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**Joe Trombley, Selectman**

**Dated: June 22, 2020**