

**BOARD OF SELECTMEN MEETING MINUTES
TOWN OF EPPING, NEW HAMPSHIRE
August 24, 2020**



**MEETING OF THE BOARD OF SELECTMEN
VIA ZOOM FOR BUSINESS
MEETING ID# 825 8368 6830
PASSWORD: 776133**

ATTENDANCE

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

CALL TO ORDER

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

MINUTES

Minutes from the August 18, 2020 Selectmen's meeting were submitted for approval.

Motion by Selectman Bob Jordan to approve the minutes from the August 18, 2020 Selectmen's meeting. Seconded by Selectman Joe Trombley. Roll Call Vote; Selectmen Bob Jordan, Joe Trombley, Cody Belanger and Chairman Adam Munguia all voting aye. Motion Carried.

PAYROLL MANIFEST

Payroll manifest for the pay period ending August 20, 2020 in the amount of \$148,151.10 was submitted for approval.

Motion by Selectman Bob Jordan to approve the payroll manifest for the pay period ending August 20, 2020 in the amount of \$148,151.10. Seconded by Selectman Joe Trombley. Roll

Call Vote; Selectmen Joe Trombley, Bob Jordan, Cody Belanger and Adam Munguia all voting aye. Motion carried.

ACCOUNTS PAYABLE MANIFEST

Accounts payable manifest for the week ending August 20, 2020 in the amount of \$551,868.34; \$215,100.00 is for the Water Treatment Plant, \$170,685.00 is for the WWTF Membranes and \$166,083.34 is for the Town was submitted for approval.

Motion by Selectman Bob Jordan to approve the accounts payable manifest for the week August 20, 2020 in the amount of \$551,868.34. Seconded by Selectman Joe Trombley. Roll Call Vote; Selectmen Cody Belanger, Joe Trombley, Bob Jordan and Adam Munguia all voting aye. Motion carried.

EOC DIRECTOR DEANGELIS UPDATE

EOC Director Don DeAngelis stated the current cases of COVID-19 in the State of NH is 250. There are only 12 people in the hospital. It is good to see the numbers going down.

EOC Director Don DeAngelis thought the meeting went well in the Middle School for voting regarding the safety plan.

FIRE CHIEF LOMBARDO REPORT

Fire Chief Joe Lombardo said the Truck Committee has been formed and will be meeting with the ambulance company representative on Thursday. There is sufficient money in the revolving fund for the ambulance. When the plan is complete, the proposal will be presented to the Board. The revolving fund will also be needed to refurbish 2 CPR devices at \$10,000.

Fire Chief Joe Lombardo reported his department has responded to 822 calls for assistance this year which is 18% above last year.

Fire Chief Joe Lombardo announced the area of the oil spill on Route 101 has been hydro seeded. Wells are being monitored and blueberry bushes and trees will be planted next.

POLICE CHIEF WALLACE

Police Chief Michael Wallace informed the Board of Selectmen that his 2 academy graduates are in training and will be on duty October 1st. His department is now fully staffed.

BUSINESS

DRIVEWAY WAIVER

Gary and Angela Anderson at 35 Mill Street request moving their driveway to the other side of their house. At present the driveway is right across from Pike Street and has visibility issues during the winter with snow banks. Another safety issue is backing out into the road with Pike Street traffic. The new driveway does not meet the town's requirement of a 10 foot setback. If approved the driveway will only be three feet from the property line. Discussion followed.

Motion by Selectman Bob Jordan to approve the driveway waiver for 35 Mill Street for a new driveway with a 3 ft. setback, with 20 feet paved by July 2021, adheres to town regulations and the other driveway is removed. Seconded by Selectman Joe Trombley. Roll Call Vote; Selectmen Cody Belanger, Joe Trombley, Bob Jordan and Adam Munguia all voting aye. Motion carried.

FIRE

Fire Chief Joe Lombardo requested permission to reinstate Jamiee Dionne at the Fire Department.

Motion by Selectman Bob Jordan to approve the reinstate Jamiee Dionne at the Fire Department. Seconded by Selectman Joe Trombley. Roll Call Vote; Selectmen Joe Trombley, Bob Jordan, Cody Belanger and Adam Munguia all voting aye. Motion carried.

RECREATION

Recreation Director Nicole Bizzaro explained the 2020 Modified Before and After School Plan. The students will be walked to the Elementary School in 2 shifts as there is expected to be more car traffic due to parents dropping their children off. Both programs have been minimized slightly due to social distancing. All the waiting list students have been accepted as of now but in January the list may be change. As COVID-19 regulations keep moving forward Ms. Bizzaro is hoping to be at full capacity. More hiring is needed.

Motion by Selectman Cody Belanger to approve the 2020 Modified Before and After School Plan. Seconded by Selectman Joe Trombley. Roll Call Vote; Selectmen Cody Belanger, Joe Trombley, Bob Jordan and Adam Munguia all voting aye. Motion carried.

NON PUBLIC SEALED MINUTES

There were 2 envelopes of non-public sealed minutes found in a file. Chairman Munguia and Town Administrator Gregory C. Dodge opened the minutes. The board members can review the minutes until Friday as the minutes will stay sealed.

RIVER MANAGEMENT ADVISORY

Local River Management Advisory Committee Reappointment for Joseph Foley was submitted for approval. Town Administrator Gregory C. Dodge mentioned there are 3 other openings if anyone in the public is interested.

Motion by Selectman Bob Jordan to approve the Local River Management Advisory Committee Reappointment for Joseph Foley. Seconded by Selectman Joe Trombley. Roll Call Vote; Selectmen Cody Belanger, Joe Trombley, Bob Jordan and Adam Munguia all voting aye. Motion carried.

INTENT TO CUT

Intent to Cut for Jack O. Lavoie on 21 St. Laurent Street, map and lot 029-022 was submitted for approval.

Motion by Selectman Bob Jordan to approve the Intent to Cut for Jack O. Lavoie on 21 St. Laurent Street, map and lot 029-022. Seconded by Selectman Joe Trombley. Roll Call Vote; Selectmen Cody Belanger, Joe Trombley, Bob Jordan and Adam Munguia all voting aye. Motion carried.

ADMINISTRATORS REPORT

Town Administrator

Town Administrator Gregory C. Dodge explained there was a glitch for the Watson Academy roof last week. Road Supervisor David Reinhold realized the work being performed was not what we thought would be done. Selectman Trombley said the wrong RFP was sent out. The shingles were being put on without sheathing which is very important.

Motion by Selectman Joe Trombley to pay Sentry Roofing an additional \$6,400.00 for the sheathing for Watson Academy. Seconded by Selectman Bob Jordan. Roll Call Vote; Selectmen Cody Belanger, Joe Trombley, Bob Jordan and Adam Munguia all voting aye. Motion carried.

Selectman Trombley described half the roof of Watson Academy needed to be stripped of the new shingles to lay the sheathing. The roof also needed ice and water shield along with fixing any rotten boards. The longevity will be worth the extra time, effort and money.

Motion by Selectman Joe Trombley to pay Sentry Roofing an additional \$6,240.00; which is the cost of allowances necessary for the stripping, replacing the rotten boards and the reworking the shingles for Watson Academy. Seconded by Selectman Bob Jordan. Roll Call Vote; Selectmen Cody Belanger, Joe Trombley, Bob Jordan and Adam Munguia all voting aye. Motion carried.

Selectman Joe Trombley explained the owner of Sentry Roofing was not able to bid on the correct RFP on the town hall so the price he gave was for 1/2 OSB but Selectman Trombley would like to use 5/8 Avantech tongue and groove sheathing.

Motion by Selectman Joe Trombley to add the additional price of \$4,200 to use 5/8 Avantech tongue and groove sheathing instead of 1/2" OSB sheathing on the town hall roof. Seconded by Selectman Bob Jordan. Roll Call Vote; Selectmen Joe Trombley, Bob Jordan, Adam Munguia and Cody Belanger all voting aye. Motion carried.

Selectman Joe Trombley asked the Town Administrator Gregory C. Dodge to make sure the roofers use a magnet every day to pick up nails.

Town Administrator Gregory C. Dodge would like to modify the screening process into the town hall. As of now we are wasting paper and the questions are all similar. Mr. Dodge's thoughts are to ask the 3 main questions, take temperatures and use the mandatory masks. He hopes to eventually move to masks only. Discussion continued.

Motion by Selectman Bob Jordan to modify the town hall screening process by asking for name, phone number, post 3 questions, taking temperatures and wearing mandatory masks. Seconded by Selectman Joe Trombley. Roll Call Vote; Selectmen Cody Belanger, Joe Trombley, Bob Jordan and Adam Munguia all voting aye. Motion carried.

Town Administrator Gregory C. Dodge asked for the selectmen to come and sign meeting documents.

INDIVIDUAL SELECTMEN'S REPORTS

Selectman Cody Belanger

Selectman Belanger apologized for the "remote meeting by remote".

Selectman Joe Trombley

Selectman Joe Trombley asked if Town Administrator Gregory C. Dodge had heard from the construction on the door at the library. Mr. Dodge will call tomorrow. The mason should be starting next Monday.

Selectman Mike Yergeau

Excused

Selectman Bob Jordan

Selectman Bob Jordan was pleased to announce the Safety Complex is all paid for. The revolving fund has served the town well.

EOC Director Don DeAngelis added he agrees with the new town hall screening process.

Selectman Bob Jordan stated the Truck Committee will be meeting with the ambulance company at 1 PM on Thursday to discuss the new ambulance.

Selectman Adam Munguia

Selectman Adam Munguia thanked all those who have taken part of the town finances and have been involved over the years with town funds and management. It is a testament to those people for paying off the Safety Complex.

Motion by Selectman Joe Trombley to table the bid review of the RFP's for the Railroad Avenue project. Seconded by Selectman Cody Belanger. Roll Call Vote; Selectmen Cody Belanger, Joe Trombley, Bob Jordan and Adam Munguia all voting aye. Motion carried.

ADJOURN

Motion by Selectman Joe Trombley to adjourn. Seconded by Selectman Cody Belanger. There was a 45 second pause for any questions from the public.

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

Meeting adjourned at 8:35 PM.

Respectfully Submitted,

Joyce Blanchard
Executive Secretary

Adam Munguia, Chairman

Bob Jordan, Selectman

Cody Belanger, Selectman

Joe Trombley, Selectman

Dated: August 31, 2020