

**BOARD OF SELECTMEN MEETING MINUTES  
TOWN OF EPPING, NEW HAMPSHIRE  
September 14, 2020**



**ATTENDANCE**

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

**CALL TO ORDER**

Vice Chairman Jordan called the public session to order at 6:30 pm at the Epping Town Hall.

**ENTER IN TO NON-PUBLIC 91:A II. (b) hire**

**Motion by Vice Chairman Jordan to enter in to Non-Public Session. Seconded by Selectman Trombley. Motion carried 3-0. Roll call vote was taken and carried unanimously.**

**Motion by Selectman Jordan to exit the Non-Public Session. Seconded by Selectman Yergeau. Motion carried 3-0. Chairman Munguia was not present at the non-public session.**

**PUBLIC SESSION**

Chairman Munguia called the public session to reconvene at 7:00 pm at the Epping Town Hall.

**PLEDGE ALLEGIANCE TO THE FLAG**

**MINUTES**

Minutes from September 8, 2020 Selectmen's meetings was submitted for approval.

**Motion by Selectman Yergeau to accept the minutes from the September 8, 2020 Selectmen's meeting. Seconded by Selectman Trombley. Motion carried 3-1. Selectman Jordan abstained.**

## **ACCOUNTS PAYABLE**

Accounts Payable for 9/11/2020 in the amount of \$2,722.63 for the town was submitted for approval.

**Motion by Selectman Yergeau to approve the Accounts Payable for 9/11/2020 in the amount of \$2,722.63 for the town. Seconded by Selectman Jordan. Motion carried 4-0.**

## **EOC DIRECTOR UPDATE**

Emergency Management Director Don DeAngelis reported last week was one of the quietest week in a long time for his department. Numbers in NH for COVID 19 are up due mostly to UNH students and other colleges reopening. There are "0" cases in Epping. The department is watching the schools and will report back to the board.

## **FIRE CHIEF UPDATE**

Fire Chief Joe Lombardo reported the number of calls coming into the Department are higher than last year.

Chief Lombardo thought the election process, screening and wearing masks went smoothly. He didn't hear any complaints and thinks this will work for November.

Chief Lombardo heard from Chief Rodier that the Highnotes was well attended and all the COVOD-19 safety policies were followed.

## **BUSINESS**

### **FIRE**

Purchase Order to Sugarloaf Ambulance for 1 Ford (2021) Econoline ambulance chassis in the amount of \$39,814.00 was submitted for approval. There will be a \$1,000 discount for prepaying for the ambulance chassis.

**Motion by Selectman Jordan to approve the purchase order to Sugarloaf Ambulance for 1 Ford (2021) Econoline ambulance chassis in the amount of \$39,814.00. Seconded by Selectman Trombley. Motion carried 4-0.**

## **DPW**

Purchase Order to Granite State Minerals for 500 tons of road rock sale in the amount of \$23,375.00 was submitted for approval.

**Motion by Selectman Jordan to approve the purchase order to Granite State Minerals for 500 tons of road rock sale in the amount of \$23,375.00. Seconded by Selectman Yergeau. Motion carried 4-0.**

DPW Director Dennis Koch reviewed the road construction balance spending \$153,650 and leaving a balance of \$44,147. He will have a purchase order next week.

## **RAILROAD AVENUE PROJECT**

Road Supervisor David Reinhold discussed using monies from his budget and paying 50% of the engineering fees. He believes this project can be done without engineering plans and would save the town money. Selectman Yergeau spoke in favor of engineering plans as they would eliminate any conflicts. The Water and Sewer Department has approved paying the remaining 50% of the engineering plans. Selectman Trombley explained the importance of having an engineering plan to scope out the project. Discussion continued.

**Motion by Selectman Yergeau to approve the town to fund 50% of the engineering plans and to award the engineering bid to Wright Pierce Engineering for the Railroad Avenue Project. Seconded by Selectman Trombley. Motion carried 4-0.**

## **FINANCE**

State form MS-232, Report of Appropriations Actually Voted on was submitted for approval.

**Motion by Selectman Jordan to approve the State form MS-232. Seconded by Selectman Trombley. Motion carried 4-0.**

Ambulance write offs for residents totaling \$22,391.53, non-residents totaling \$1,106.86, transfers to collections for resident's who receive insurance payments totaling \$7,575.60 and transfers to collections of non-residents totaling \$38,739.96 was submitted for approval.

**Motion by Selectman Jordan to approve ambulance write offs totaling \$69,812.95. Seconded by Selectman Yergeau. Motion carried 4-0.**

## RECREATION

Request to hire Robert Bizzaro for the After School Program Jr. Staff at \$9.00 an hour was submitted for approval.

**Motion by Selectman Trombley approved the hiring of Robert Bizzaro for the After School Program Jr. Staff at \$9.00 an hour with a 45 day test period due to the nepotism policy. Seconded by Selectman Yergeau. Motion carried 3-1. Chairman Munguia abstained. Mr. Bizzaro will be working under the After School Director and Assistant Director. After the 45 days, an update for the Board of Selectmen will be needed.**

Request to hire Aaron Wyatt for the After School Program Jr. Staff at \$9.00 an hour was submitted for approval.

**Motion by Selectman Yergeau to approve the hiring of Aaron Wyatt for the After School Program Jr. Staff at \$9.00 an hour. Seconded by Selectman Trombley. Motion carried 4-0.**

## INTENT TO CUT

Intent to Cut for James Derosier on 78 Jenness Road, map and lot 028-015 was submitted for approval.

**Motion by Selectman Yergeau to approve the Intent to Cut for James Derosier on 78 Jenness Road, map and lot 028-015. Seconded by Selectman Trombley. Motion carried 4-0.**

## ADMINISTRATOR'S REPORT

### Town Administrator

Town Administrator Gregory C. Dodge asked for clarification for Pam Tibbetts and her Halloween Block Party. Will that be affected if the Governor of NH modifies Trick or Treat? It could affect the party although it comes under the large gathering policies. She needs to be aware of the changes that could be made.

Town Administrator Gregory C. Dodge explained the bridge removal on Eunice Millers property missed the fiscal funding this year from USDA. Would the Board of Selectmen agree to amend the application for the next fiscal year?

**Motion by Selectman Jordan to amend the USDA –Natural Resources Conservation Service application regarding the property of Eunice Miller approved on June 22, 2020 by adding the**

following language to section "C" of said application to read, "and associated future EQIP applications" as the fiscal year's funding was not picked up and the language change is needed to qualify for the next fiscal year. Seconded by Selectman Trombley. Motion carried 4-0.

Town Administrator Gregory C. Dodge took a survey of the antique light for downtown. Most Selectmen and town hall staff liked the "Old Town" light style.

Town Administrator Gregory C. Dodge will post the BOS meetings with both ZOOM and live coverage options at the meetings. This week's budget meeting will have both ZOOM and live coverage.

Town Administrator Gregory C. Dodge thanked the Board of Selectmen for the long hours spent at the Election. The day ran smoothly and it was because the 4 Selectman helped.

Town Administrator Gregory C. Dodge passed out the budget worksheets and will start meeting with the department heads.

Town Administrator Gregory C. Dodge explained the NH DOT will be at the September 28<sup>th</sup> Selectmen's meeting to discuss the Route 125 expansion in 2025.

## **INDIVIDUAL SELECTMEN'S REPORTS**

### **Selectman Belanger**

Excused

### **Selectman Yergeau**

Selectman Yergeau thanked the Fire Department for helping his family.

Selectman Yergeau thanked the voters for supporting the Warrant Articles and the Water and Sewer Department.

### **Selectman Trombley**

Selectman Trombley asked for a roof and library steps update. Town Administrator Gregory C. Dodge said the roofers have 2 sides of the steeples to finish. Mr. Reinhold was working on the steps until 9 PM on Friday. Mr. Trombley would like Mr. Dodge to call about the 4 inch over step.

Selectman Jordan

Selectman Jordan thanked the voters for supporting the Warrant Articles, it is a financial win for the town.

**Selectman Munguia**

Selectman Munguia thanked the town for voting and everyone that helped make that day a success.

**ADJOURN**

**Motion by Selectman Jordan to adjourn. Seconded by Selectman Trombley. Motion carried 4-0.**

Meeting adjourned at 8:20 PM.

**Respectfully Submitted,**

**Joyce Blanchard  
Executive Secretary**

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**Adam Munguia, Chairman**

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**Bob Jordan, Selectman**

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**Mike Yergeau, Selectman**

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**Joe Trombley, Selectman**

**Dated: September 21, 2020**

