

**BOARD OF SELECTMEN MEETING MINUTES
TOWN OF EPPING, NEW HAMPSHIRE
November 30, 2020**



ATTENDANCE

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

CALL TO ORDER

Chairman Adam Munguia called the public meeting to order at 6:30 PM at the Epping Town Hall.

ENTER IN TO NON-PUBLIC 91:A II. (a) Personnel (b) hiring

Motion by Selectman Yergeau to enter in to Non-Public Session. Seconded by Selectman Trombley. Motion carried 4-0. Roll call vote was taken and carried unanimously.

Motion by Selectman Trombley to exit the Non-Public Session. Seconded by Selectman Yergeau. Motion carried 4-0.

PUBLIC SESSION

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

PLEDGE ALLEGIANCE TO THE FLAG

NON-PUBLIC MINUTES

Motion by Selectman Jordan to seal the non-public meeting minutes in accordance of 91:A from November 30, 2020. Seconded by Selectman Trombley. Motion carried 4-0.

MINUTES

Minutes from the November 16, 2020 Selectmen's meeting were submitted for approval.

Motion by Selectman Yergeau to approve the minutes from the November 16, 2020 Selectmen's meeting. Seconded by Selectman Trombley. Motion carried 3-0-1. Selectman Jordan abstained.

PAYROLL MANIFEST

Payroll manifest for the pay period ending November 24, 2020 in the amount of \$206,731.17 was submitted for approval.

Motion by Selectman Jordan to approve the payroll manifest for the pay period ending November 24, 2020 in the amount of \$206,731.17. Seconded by Selectman Yergeau. Motion carried 4-0.

7:15 CONSERVATION – CLARKE FARM

Conservation Commission members Scott Pim and Sandy Goodspeed came before the Board of Selectman to explain the easement for the Clarke Farm on Camp Lee Road. The Clarke family would be selling a conservation easement to maintain the property as a farm in the future. Jeremy Lougee from SouthEast Land Trust (via phone call) reported he has met with the Town of Newmarket and they are in favor of this easement. Most of the land and easement is in Newmarket. The Conservation Commission is asking for the Board of Selectmen's support and permission to spend \$15,000.00 from their budget on the Clarke Farm Easement project.

Motion by Selectman Jordan, "I move that the Board accepts an Executory Interest in the Clarke Farm Agricultural Land Easement on approximately 25.13 acres of land located along Camp Lee Road (Tax Map 6 Lot 8 and portion of Tax Map 12 Lot 29) subject to legal review and approval by the Town's Attorney. And further, that the Board authorizes Chairman Adam Munguia to sign the easement deed, and authorize the Chairman or Vice Chairman of the Epping Conservation Commission to sign the Baseline Documentation Report on Behalf of the Town." Seconded by Selectman Trombley. Motion carried 4-0.

EOC CHIEF DON DEANGELIS

Chief DeAngelis explained the numbers regarding COVID-19 the Fire Department reports come from the state and may be different than the numbers given on channel 9. The number of

affected New Hampshire residents has reached 20,000 and 4,495 is active cases. The numbers have increased to 2,100 from last Wednesday.

Chief DeAngelis reported all training at the station has been temporarily suspended. All communication will be using the ZOOM process. Town Administrator Gregory C. Dodge asked for guidance regarding town meetings. Chief DeAngelis thinks it would be a good idea for meetings to be held on ZOOM. The potential gathering after meetings can cause a crowding/spreading issue. The Deliberative Meeting is to far away to hazard a guess if holding it in the school gymnasium is a good idea.

FIRE CHIEF LOMBARDO

Chief Lombardo reported as of today there have been 1,173 incidents. He expects the number to increase to 1,400 due to the increase of medical calls. There is an expectation that the COVID surge is going to be worse before it gets better and they may run out of staff. Today they had 3 back to back calls.

Chief Lombardo mentioned the cancellation of all in person training for fire and EMS personnel. There are recertifications that need to be accomplished. Conversation continued regarding the State of Emergency and a vaccination schedule when they are available.

ACCOUNTS PAYABLE MANIFEST

Accounts payable manifest for the week ending November 24, 2020 in the amount of \$1,419,173.68 was submitted for approval. Selectman Trombley requested the credit card payments be broken down for review. Finance Director Lisa Fogg explained there wasn't enough room for that many letters in the software but she would see what she could do.

Motion by Selectman Trombley to approve the accounts payable manifest for the week ending November 24, 2020 in the amount of \$1,419,173.68; \$141,469.31 is for the Water Treatment Plant, \$115,155.00 is for the WWTF Membranes, \$157,321.82 is for Wolcott Paving, \$806,237.00 is for the County Taxes and \$198,990.55 is for the town. Seconded by Selectman Jordan. Motion carried 4-0.

BUSINESS

REVENUE BUDGET

The 2021 General Fund Revenue Budget is \$2,558,320.00 which is an 8% decrease from last year's estimates. Finance Director Lisa Fogg explained she expects decreases in the state portion

of Municipal Aide Revenue and in the State Rooms and Meals Revenue. These numbers are estimates and can be adjusted before the tax rate is set in October of 2021.

DEFAULT BUDGET

The 2021 Default Budget is \$7,370,980.00 which is \$411,360.00 less than the 2021 proposed budget. The Default Budget is \$34,475.00 more than the 2020 approved budget. Selectman Yergeau would like to see the \$600,000 money allocated for the Jenness Road project in the Default Budget. Discussion on both budgets continued.

Motion by Selectman Jordan to send the Budget Committee the Default and Revenue budgets as drafts. Seconded by Selectman Trombley. Motion carried 4-0. After additional conversation, a corrected motion was made.

Motion by Selectman Jordan to send the Budget Committee the Revenue Budget as a final budget. Seconded by Selectman Trombley. Motion carried 4-0.

INTENT TO CUT

Intent to Cuts for Willard McPhee, maps and lots 14-21, 23-1 and map 21-029 and for Joseph Clementi at map and lot 28-13 was submitted for approval.

Motion by Selectman Yergeau to approve the Intent to Cuts for Willard McPhee, maps and lots 14-21, 23-1 and map 21-029 and for Joseph Clementi at map and lot 28-13. Seconded by Selectman Trombley. Motion carried 4-0.

VETERANS CREDIT

Veterans Credit for Valdes Antonio at map and lot 014-014-035 was submitted for approval.

Motion by Selectman Yergeau to approve the Veterans Credit for Valdes Antonio at map and lot 014-014-035. Seconded by Selectman Trombley. Motion carried 4-0.

ADMINISTRATOR'S REPORT

Town Administrator

Town Administrator Gregory C. Dodge asked the Board of Selectmen for a motion to hire and fill the position of Planner.

Motion by Selectman Jordan to hire Kellie Walsh as the Town of Epping's Planner at a salary of \$68,000 annually effective January 2, 2021 and with 3 weeks of vacation. Seconded by Selectman Trombley. Motion carried 4-0.

Town Administrator Gregory C. Dodge discussed Shirking Road. The Town of Fremont changed their road ordinance that effects Epping. Mr. Dodge suggested forming a committee to change the Town of Epping's road ordinance.

Town Administrator Gregory C. Dodge announced the Budget Committee will be meeting this Wednesday at the Town Hall at 7 PM. He has been told that the town budget will be discussed from 9 PM – 10 PM so the meeting won't run as late as last week.

Selectman Trombley said he is disgusted with the Town of Fremont for changing their road ordinance without discussing it with Epping first. The Town of Epping has been willing to work with them and have reached out to them multiple times and is very disappointed in them. Selectmen Jordan added he thought the 2 towns were being very cordial and was just as surprised at the outcome.

INDIVIDUAL SELECTMEN'S REPORTS

Selectman Cody Belanger

Excused

Selectman Bob Jordan

Selectman Jordan declared he was glad to be back and asked for the information regarding the cruiser bids. Town Administrator Gregory C. Dodge said the bid announcement has been sent out with a due date of December 18th.

Selectman Mike Yergeau

Selectman Yergeau is also frustrated with the Town of Fremont. A previous board created that zoning district. The situation is very unfortunate.

Selectman Joe Trombley

Selectman Trombley hoped everyone had a Happy Thanksgiving and asked for a library update. Town Administrator Gregory C. Dodge answered the engraved bricks are completed

and ready Mr. Goodspeed to pick them up. The mason will then be scheduled to put them in the front. This project should be completed in 2 weeks.

Selectman Adam Munguia

Chairman Munguia added the road situations with neighboring towns need to help everyone for the future.

Chairman Munguia hoped everyone had a happy and safe Thanksgiving.

Chairman Munguia would like to discuss having ZOOM meetings next week.

ADJOURN

Motion by Selectman Jordan to adjourn. Seconded by Selectman Trombley.

Selectman Trombley wanted to discuss holding meetings at the Town Hall via ZOOM. Concerns were shared, the danger of post meeting gatherings, the optics of safety and the EOC suggesting the meetings to be held on ZOOM were debated. ETV employee Glen Frederick mentioned he is at risk being here. He thinks there should be a policy written that covers all employees along with screeners for every meeting.

Motion carried 4-0.

Meeting adjourned at 8:40 PM.

Respectfully Submitted,

**Joyce Blanchard
Executive Secretary**

Adam Munguia, Chairman

Bob Jordan, Selectman

Mike Yergeau, Selectman

Joe Trombley, Selectman

Dated: December 7, 2020