

**BOARD OF SELECTMEN MEETING MINUTES  
TOWN OF EPPING, NEW HAMPSHIRE  
August 23, 2021**



**ATTENDANCE**

Chairman Mike Yergeau; Selectmen Bob Jordan, Joe Trombley, Tom Gauthier and John Cody; Town Administrator Gregory C. Dodge; Executive Secretary Joyce Blanchard.

**CALL TO ORDER**

Chairman Mike Yergeau called the public meeting to order at 6:00 PM.

**ENTER IN TO NON-PUBLIC 91-A:3 II. (a) compensation/promotion, (b) hiring, (c) reputation**

**Motion by Selectman Trombley to enter in to Non-Public Session in accordance with 91-A:3 II. (a) compensation/promotion, (b) hiring, (c) reputation. Seconded by Selectman Gauthier. Motion carried 5-0. Roll call vote was taken and carried unanimously.**

**Motion by Selectman Gauthier to exit the Non-Public Session. Seconded by Selectman Trombley. Motion carried 5-0.**

**RECONVENE**

Chairman Mike Yergeau reconvened the public meeting at 7:00 PM in the Town Hall meeting room and via ZOOM.

**CONSENT CALENDAR**

Minutes from the August 9, 2021 Selectmen meeting was submitted for approval.

Payroll Manifest for the pay period ending August 19, 2021 in the amount of \$144,530.21 was submitted for approval.

Accounts payable manifest for the week ending August 19, 2021 in the amount of \$310,396.69, (\$173,911.14 is for the PRB-Water Treatment plan and \$136,485.55 is for the town) were submitted for approval.

Yield Timber Tax for JPAC Builders on St. Laurent Road, map and lot 029-224 in the amount of \$52.32 was submitted for approval.

**Motion by Selectman Gauthier to approve the Consent Calendar items as submitted.**

**Seconded by Selectman Trombley. Motion carried 5-0.** Selectman Trombley would like the receipts to be included with the Accounts Payable manifest.

## **BUSINESS**

### **ADMINISTRATION**

A release deed was submitted for Glen and Maria Cassidy due to the discontinued portion of Old South Side Road. This deed is needed to clear title for their property.

**Motion by Selectman Gauthier to sign the deed on behalf of the town to Glen and Maria Cassidy regarding the discontinued portion of Old South Side Road to obtain a clear title for their property. Seconded by Selectman Cody. Motion carried 5-0.**

### **PARKS & RECREATION**

Requests to hire Nichola Albro as an After-School Program Jr. Staff at \$9.00 an hour and Thomas Ayer II as a Regular Staff Before & After School Program at \$11.00 per hour were submitted for approval.

**Motion by Selectman Gauthier to approve the request to hire Nichola Albro as an After-School Program Jr. Staff at \$9.00 an hour and Thomas Ayer II as a Regular Staff Before & After School Program at \$11.00 per hour pending background checks. Seconded by Selectman Trombley. Motion carried 5-0.**

### **FIRE**

Request to Promote Jessica Janas from a part time Firefighter and EMT to Full time Firefighter and EMT at \$20.58 per hour was submitted for approval.

Request to Hire Todd Dignard as a Part Time Firefighter and EMR at \$9.25 per hour on call and \$15.50 per hour on a duty call and Andrew Munson as an EMT at \$9.25 per hour on call and \$15.50 per hour on a duty call was submitted for approval.

Pay increase for Jacob DiGiaovanni from \$17.00 to \$20.00 per hour as a Firefighter and Paramedic was submitted for approval. He became a licensed paramedic.

**Motion by Selectman Gauthier to approve the promotion for Jessica Janas from a part time Firefighter and EMT to Full time Firefighter and EMT at \$20.58 per hour, the hiring of Todd Dignard as a Part Time Firefighter and EMR at \$9.25 on call per hour and \$15.50 on a duty call per hour and Andrew Munson as an EMT at \$9.25 per hour on call and \$15.50 per hour on a duty call and a pay increase for Jacob DiGiaovanni from \$17.00 to \$20.00 per hour as a Firefighter and Paramedic (he became a licensed paramedic). Seconded by Selectman Trombley. Motion carried 5-0.**

#### **7:15 PUBLIC HEARING**

Chairman Yergeau read the Public Hearing Notice regarding accepting unanticipated revenue under the Federal American Rescue Plan Act in the amount of \$368,298.18. Discussion followed concerning the remaining money and when that would arrive, clarification on what this money can be spent on and making a list of projects for preapproval.

The Public Hearing was open to the public, as there were no questions the Public Hearing was closed.

**Motion by Selectman Gauthier to accept the ARPA (American Rescue Plan Act) Funds in the amount of \$368,298.18. Seconded by Selectman Trombley. Motion carried 5-0.**

#### **FIRE con't**

Purchase Orders to Lakes Region Fire Apparatus for Engine 1 emergency repair in the amount of \$3,000 and to Airgas for a three-year lease agreement for oxygen equipment and refills in the amount of \$898.20 were submitted for approval.

**Motion by Selectman Gauthier to approve the purchase orders to Lakes Region Fire Apparatus for Engine 1 emergency repair in the amount of \$3,000 and to Airgas for a three-year lease agreement for oxygen equipment and refills in the amount of \$898.20. Seconded by Selectman Jordan. Motion carried 5-0.**

#### **7:30 MICHEAL BERGERON**

Mr. Bergeron from Division of Economic Development/Department of Business and Economic Affairs regarding Sig Sauer introduced James Wallace, Executive Director of the NH Business Finance Authority and Steven Shawver, Chief Legal Officer and Executive Vice President of Sig Sauer. Mr. Bergeron is here for 2 reasons: to discuss the Sig Sauer expansion and tax implications and a state tax credit program that retains and attracts companies to Epping.

Mr. Wallace explained the Business Finance Authority (BFA) is a self-funded state agency that provides loans, credit enhancements and other financial services to companies growing and providing jobs in local communities. With large economic developments the BFA can offer longer terms with lower interest while being the owner of the parcel and property. The company then pays in rent what the cost of the financing would be. Part of the state statute when owning parcels and property is a Pilot (payment in lieu of taxes) Agreement. The state is exempt from paying taxes but the renter will pay their "just share of the public expense". Discussion continued. The pilot agreement will be sent to our attorney for review.

Mr. Bergeron described what the Tax Credit Program does to help attract businesses or expand to NH. The top 3 priorities for companies to stay or relocate to NH are Real Estate, the right land or office buildings, town attraction with people to make the companies successful and financial issues with ways to reduce the cost of occupancy. The State Legislature created the Economic Revitalization Zone tax credit for companies that locate to that zone if they create new full-time jobs and create new capital investments. The Town of Epping would need to be interested in creating this new zone with vacant land throughout town to create growth. Discussion followed.

## **ADMINISTRATOR'S REPORT**

### **Town Administrator**

Town Administrator Gregory C. Dodge announced the Garden Club will be selling various sized Mums as a fundraiser. Please check out their web site or pick up the order form at the town hall before September 10, 2021.

Town Administrator Gregory C. Dodge mentioned the next meeting is August 30<sup>th</sup>. The Department Heads for the Police, Fire, Highway, Tax Collector and Clerks Office and Parks and Recreation will present their budgets with year to date number as of July 31<sup>st</sup>. Discussion regarding next year's budgets and projects will continue.

## **INDIVIDUAL SELECTMEN'S REPORTS**

### **Selectman Tom Gauthier**

Selectman Tom Gauthier is still concerned with the cemetery clean up.

### **Selectman Joe Trombley**

No Report

### **Selectman John Cody**

Selectman John Cody reported the Comcast agreement negotiations are under way as a meeting last Friday was scheduled and attended with Town Administrator Gregory C. Dodge.

Selectman John Cody said the library wall has been bricked up with the donation bricks. There have been some brick issues but they will be resolved soon. He was pleasantly surprised at the library usage. The meeting rooms are used all the time.

### **Selectman Bob Jordan**

Selectman Bob Jordan sent his condolences to the family and friends of a former town employee, Trish Walters. She worked at the transfer station and passed away last week.

### **Selectman Mike Yergeau**

Selectmen Mike Yergeau has been in touch with Engineer Dave Mercier regarding the potential cost and a different plan for Shirkin Road. The Railroad Avenue Project has not been sent out to bid yet.

### **Selectman Tom Gauthier con't**

**Motion by Selectman Gauthier to adjust Carmine Federico hourly wage to \$21.98 and Mark Lafond hourly wage to \$20.82 effective next pay period. Seconded by Selectman Trombley. Motion carried 5-0.**

Selectman Trombley added that a tiered system showing a growth matrix using tenure, cost of living and training will be created to help with correcting salaries for staff along with incentives to stay employed.

More data from the Transfer Station had been handed in and the stickers were discussed. More on this issue will still need to be debated.

### **ADJOURN**

**Motion by Selectman Gauthier to adjourn. Seconded by Selectman Trombley. Motion carried 5-0.**

**Meeting adjourned at 8:35 PM**

**Respectfully Submitted,**

**Joyce Blanchard  
Executive Secretary**

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**Mike Yergeau, Chairman**

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**Joe Trombley, Vice Chairman**

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**Bob Jordan, Selectman**

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**John Cody, Selectman**

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**Tom Gauthier, Selectman**

**Date: August 30, 2021**