

**BOARD OF SELECTMEN MEETING MINUTES  
TOWN OF EPPING, NEW HAMPSHIRE  
May 16, 2022**



**ATTENDANCE**

Chairman Joe Trombley; Selectman Mike Yergeau, Tom Gauthier; Bob Jordan and John Cody; Town Administrator Gregory C. Dodge; Executive Secretary Joyce Blanchard. Selectman Mike Yergeau arrived after the non-public.

**CALL TO ORDER**

Chairman Trombley called the public meeting to order at 6:30 PM.

**ENTER IN TO NON-PUBLIC 91-A:3 II. (a) compensation (b) hire**

**Motion by Chairman Trombley to enter in to Non-Public Session in accordance with 91-A:3 II. (a) compensation (b) hire. Seconded by Selectman Gauthier. Motion carried 4-0. Roll call vote was taken and carried unanimously.**

**RECONVENE**

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

**CONSENT CALENDAR**

Minutes from the May 2, 2022 Selectmen meeting were submitted for approval.

Payroll Manifest for the pay period ending May 12, 2022 in the amount of \$141,108.58 was submitted for approval.

Accounts Payable Manifest for the week ending May 12, 2022 in the amount of \$315,886.13 (\$155,614.00 is for WWTF SRF Loan #1, \$160,272.13 for the town) was submitted for approval.

Intent to Cut for Chinburg Development at map and lot 016-029 on North River Road was submitted for approval.

Intent to Cut for Michael Fecteau at map and lots 016-058 + 038 on Route 125 was submitted for approval.

Timber Tax Levy for Centerview Hollow Land Co. in the amount of \$1,818.47 at map and lot 028-038-001 on Pleasant Street was submitted for approval.

Timber Tax Levy for Janice Defilippo in the amount of \$31.87 at map and lot 027-098 on 327 Pleasant Street was submitted for approval.

**Motion by Selectman Gauthier to remove the minutes from the May 2, 2022 Selectmen meeting from the consent calendar. Seconded by Selectman Jordan. Motion carried 5-0.**

**Motion by Selectman Gauthier to approve the consent calendar items as submitted. Seconded by Selectman Jordan. Motion carried 5-0.**

**Motion by Selectman Gauthier to approve the minutes from the May 2, 2022 Selectmen meeting. Seconded by Selectman Jordan. Motion carried 3-2-0. Selectmen Trombley and Yergeau abstained.**

## **BUSINESS**

### **POLICE**

Police Chief Michael Wallace explained damage was done to a police cruiser at a medical aid call. The Fire Department will pay for the damages. No claim to be filed.

**Motion by Selectman Gauthier to approve the cost of repairs of \$1,188.00 for the police cruiser to be paid by the Fire Department. Seconded by Selectman Cody. Motion carried 5-0.**

Purchase Order to All Traffic Solutions for five solar speed radar signs in the amount of \$22,523.00 was submitted for approval. These will be paid from Impact Fees. Police Chief Michael Wallace reported the cost would be \$350.00 additional for a blue strobe light on top of the signs to be installed.

**Motion by Selectman Gauthier to approve the purchase order to All Traffic Solutions for five solar speed radar signs in the amount of \$22,523.00 with an additional \$1,750.00. Seconded by Selectman Cody. Motion carried 5-0.**

## **7:15 APPOINTMENT – Fred Movitz**

Mr. Movitz attended the meeting requesting help regarding the standing water at the end of his driveway. After a lengthy discussion an answer was not reached. Road Supervisor will review the issue with another staff member to discuss installation of a culvert or if anything can be done with the road grade. The cost will be discussed after a solution is presented.

## **7:30 APPOINTMENT – LIGHTING UPGRADE PROJECT**

Steve Lieber and Cassidy Brennan from Affinity LED lighting reviewed the lighting Upgrade Project (See attached). This will be a self-funding project that will last for approximately 20 years. Discussion using ARPA funds to avoid the leasing agreement followed. Town Administrator Gregory C. Dodge will look into the approval of using APRA funds for the lighting project.

## **POLICE**

**Motion by Selectman Jordan to approve the employee contract with Police Chief Michael Wallace that was discussed in non-public. Seconded by Selectman Cody. Motion carried 5-0.**

## **CONSERVATION**

Appointment for John Scully as a Conservation Commission for 3 years was submitted for approval.

**Motion by Selectman Jordan to approve the appointment for John Scully as a Conservation Commission. Seconded by Selectman Cody. Motion carried 5-0.**

## **FIRE**

Request to Hire Jacob Vincent as a Part-Time Firefighter at \$10.25 an hour on call and \$16.00 an hour on a call was submitted for approval pending a background check.

Selectman Yergeau left the meeting.

**Motion by Selectman Jordan to approve the hiring of Jacob Vincent as a Part-Time Firefighter at \$10.25 an hour on call and \$16.00 an hour on a call. Seconded by Selectman Cody. Motion carried 4-0.**

## **DPW**

Permission requested to grant Town Administrator Gregory C. Dodge authority to sign the 2022-2024 Strategic Planning Grant that has already been approved.

**Motion by Selectman Gauthier to approve giving Town Administrator Gregory C. Dodge authority to sign the 2022-2024 Strategic Planning Grant as needed on behalf of the Board of Selectmen. Seconded by Selectman Jordan. Motion carried 4-0.**

Selectman Yergeau rejoined the meeting.

**Motion by Chairman Trombley to approve the Local Source Water Protection Grant, Amendment No. 1 with the New Hampshire Department of Environmental Services in the amount of \$15,000.00 to install fencing and a security system for the Town of Epping Water Treatment Plant and to authorize the Town Administrator Gregory C. Dodge to sign paperwork associated with said grant of behalf of the Town of Epping NH. Seconded by Selectman Gauthier. Motion carried 5-0.**

**Motion by Selectman Jordan to accept \$500,000.00 ARPA Grant and authorize the Town Administrator Gregory C. Dodge to sign paperwork to address the immediate needs pertaining to the operation of the Waste Water Treatment Plant. Seconded by Selectman Cody. Motion carried 5-0.**

Town Administrator Gregory C. Dodge discussed the complaints he received today regarding Red Oak Hill Lane. The material that was spread on the road contained plastics, metals, etc. Road Supervisor David Reinhold stated this has been used in the past prior to grading without an issue. A resident, Donald Madore met with Mr. Dodge to show him his concerns and Mr. Madore will be reporting the material used to the EPA. Mr. Madore would like to see all the material removed.

**Motion by Chairman Trombley to go forward with the project using recycled asphalt pending walking the road and picking up items that can be seen visually and not removing the recycled asphalt. Seconded by Selectman Cody. Motion carried 5-0.**

## **DONATION/LOAN**

Madelyn Williamson would like to loan a 5x5 1857 historic map of Rockingham County to the Epping Town Hall to enjoy. It will still be owned by the family if at anytime they want it back or the town decides not to hang it anymore.

Concerns by the Board of Selectmen were voiced regarding responsibility, liability and protecting the map from the public. The consensus of the board was the map is too “special” to hang without it being saved in a frame. The offer was appreciated but not accepted.

## **ETV**

Purchase Order to Castus Corporation for support, maintenance and hosting services in the amount of \$3,195.00 was submitted for approval.

**Motion by Selectman Gauthier to approve the purchase order to Castus Corporation for support, maintenance and hosting services in the amount of \$3,195.00. Seconded by Selectman Jordan. Motion carried 5-0.**

## **ADMINISTRATOR’S REPORT**

### **Town Administrator**

Town Administrator Gregory C. Dodge said he has had several meetings to update the web site. Assistant Fire Chief Joe Lombardo and he had a design meeting today and a content meeting is scheduled. The Board of Selectmen will be able to proof the site before it goes live. Mr. Dodge is very happy how well the process is going and all he hoped for.

## **INDIVIDUAL SELECTMEN’S REPORTS**

### **Selectman John Cody**

Selectman Cody would like to see another Christmas tree in the DAR park. Recreation Director Nicole Bizzaro has had some history with the Christmas trees and suggests buying one from a nursery and having them plant it.

Recreation Director Nicole Bizzaro reported receiving a private donation for the new playground she is raising money for. The prices have increased and she will need new quotes.

**Motion by Selectman Jordan to accept the donation of \$2,500.00 for the new playground. Seconded by Selectman Cody. Motion carried 5-0.**

### **Selectman Bob Jordan**

Selectman Jordan gave a Planning Board Update. The parking area at Sig Sauer passed and will help the wetland mitigation.

Selectman Jordan understood that using ZOOM at meetings could be decided by individual boards. All individual Boards can decide to use ZOOM for the convenience of the residents watching from home. Mr. Dodge reminded the Board that the Zoom option was important during the Pandemic so that Boards could still meet and though it is not a requirement to continue with Zoom for the audience, it does give the residents of the Town an option to be involved without being in person.

### **Selectman Joe Trombley**

Selectman Trombley is in favor of using ZOOM for the residents, they are paying taxes for this service. He thinks we should use anyway possible to reach as many people as possible. He would like to encourage other boards to use ZOOM. Selectman Cody added this enhances the right to know issue also.

### **Selectman Mike Yergeau**

Selectman Yergeau apologized for his absence.

### **Selectman Tom Gauthier**

Selectman Gauthier welcomed Selectman Yergeau back.

Selectman Gauthier announced the Memorial Day Parade will be on Monday the 30<sup>th</sup>, the Board of Selectmen will meet Tuesday on the May 31<sup>st</sup>.

Selectman Gauthier asked if ARPA money could be used with the donations for the playground funding?

Town Administrator Gregory C. Dodge told the Board of Selectman the workshop with NE Dragway will be on June 20<sup>th</sup> at 6 PM. The Fire and Police Department should attend with the town's legal counsel.

## **NON-PUBLIC SESSION**

**Motion by Chairman Trombley to enter into Non-Public Session in accordance with 91-A:3 II. (a) compensation (b) hire. Seconded by Selectman Gauthier. Motion carried 5-0. Roll call vote was taken and carried unanimously. Selectman Yergeau left the meeting.**

## **PARKS AND RECREATION**

Parks and Recreation Director Nicole Bizzaro recommended the following new hire and several pay adjustments. See the attached highlighted attachment.

**Motion by Selectman Gauthier to approve the recommended new hire of Owen Larsen as a part-time employee with a starting rate of pay of \$12.00 per hour and recommended pay adjustments. Seconded by Selectman Cody. Motion carried 4-0**

## **ADJOURN**

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

Meeting adjourned at 9:45 PM.

Respectfully Submitted,

Joyce Blanchard  
Executive Secretary

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Joe Trombley, Chairman

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Tom Gauthier, Vice Chairman

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Bob Jordan, Selectman

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Mike Yergeau, Selectman

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John Cody, Selectman

Date: May 31, 2022