

**BOARD OF SELECTMEN MEETING MINUTES  
TOWN OF EPPING, NEW HAMPSHIRE  
February 8, 2021**



**ATTENDANCE**

Chairman Adam Munguia; Selectmen Bob Jordan, Cody Belanger and Joe Trombley; Town Administrator Gregory C. Dodge; Executive Secretary Joyce Blanchard. Mike Yergeau signed on shortly after the meeting began

**CALL TO ORDER**

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

**MINUTES**

Minutes from the January 25 and February 2, 2021 selectmen's meetings were submitted for approval.

**Motion by Selectman Cody Belanger to approve the minutes from the January 25 and February 2, 2021 Selectmen's meetings. Seconded by Selectman Joe Trombley. Roll Call Vote; Selectmen Cody Belanger, Bob Jordan, Joe Trombley and Chairman Adam Munguia all voting aye. Motion carried 4-0.**

**PAYROLL MANIFEST**

Payroll manifest for the pay period ending February 4, 2021 in the amount of \$137,803.41 was submitted for approval.

**Motion by Selectman Joe Trombley to approve the payroll manifest for the pay period ending February 4, 2021 in the amount of \$137,803.41. Seconded by Selectman Bob Jordan. Selectmen Cody Belanger, Bob Jordan, Joe Trombley and Chairman Adam Munguia all voting aye. Motion carried 4-0.**

## **ACCOUNTS PAYABLE MANIFEST**

Accounts payable manifests for the week ending February 4, 2021 in the amount of \$1,255,740.42 was submitted for approval.

**Motion by Selectman Bob Jordan to approve the accounts payable manifest for the week ending February 4, 2021 in the amount of \$1,255,740.42; \$1,000,000 for the school and \$255,740.42 for the town. Seconded by Selectman Cody Belanger. Roll Call Vote; Selectmen Cody Belanger, Joe Trombley, Bob Jordan and Chairman Adam Munguia all voting aye. Motion carried 4-0.**

Selectman Yergeau joined the meeting.

## **EOC CHIEF DON DEANGELIS**

Chief Don DeAngelis reported the state numbers of COVID cases are going down in NH. The state reports 23 cases active in town but Mr. DeAngelis believes there are more. There are 3,245 active cases statewide, mostly in Rockingham and Hillsborough Counties and 121 are new positive cases reported statewide. The total official COVID numbers reported in Epping from the state is 350 cases, but the department is still going out on COVID calls. The number of COVID cases in hospitals has increased to 179.

The state has contacted O'Neil Cinemas for the possible use of their facilities to increase the vaccine program. The state is contacting local facilities to try and double up the vaccine process.

## **FIRE CHIEF LOMBARDO**

Chief Lombardo agreed the state is contacting local facilities to try and double up the vaccine process. The state is expanding the level of EMTs that can administer vaccinations as long as the state protocols are followed. Brenda Silva is an advanced EMT and is helping Exeter with giving vaccinations. Stephanie Lizotte works for 2 Fire Departments and is helping her town with vaccinations.

Calls are still coming in from COVID patients. Usually from households that are infected with multiple family members. There is a surge expected from Super Bowl parties over the weekend in the southern states, hopefully not here.

## **POLICE CHIEF MICHAEL WALLACE**

Police Chief Wallace announced a new cruiser arrived today. It's not in service yet as it needs a couple more items added.

## **BUSINESS**

### **FIRE**

Request to Hire Jesse Daniels for a part-time Firefighter at \$8.25 on call and \$14.00 on a call pending background checks was submitted for approval.

**Motion by Selectman Bob Jordan to approve the Request to Hire Jesse Daniels for a part-time Firefighter at \$8.25 on call and \$14.00 on a call pending background checks. Seconded by Selectman Joe Trombley. Roll Call Vote; Selectmen Cody Belanger, Mike Yergeau, Joe Trombley, Bob Jordan and Chairman Adam Munguia all voting aye. Motion carried 5-0.**

### **SOP ON CDL LICENSE**

Fire Chief Joe Lombardo is requesting to change the towns rule of requiring fire personnel to have a CDL to drive a fire apparatus. The State of New Hampshire Saf-C 1801.02 has an exemption for Commercial Drive License Requirements, "Fire service personnel driving emergency vehicles assigned or registered to a department or fire service organization in pursuit of fire service purposes" are not required to possess a Commercial Driver License. The Epping Fire Department has a comprehensive in-house training program for apparatus operators which includes 4 hours of driving with an evaluator with a checklist in place and a training curriculum. Having a CDL license effects the employees time and is a financial burden to the employee as the town does not pay for them. The towns insurance agent has been contacted and they reported it is up to the municipalities regarding CDL licenses.

Town Administrator Gregory C. Dodge advised the Board of Selectmen to reject changing the policy. Employees should not be allowed to drive these vehicles without a CDL license. Mr. Dodge is encouraging the board not to pass this policy.

Discussion followed including; 90% of Fire Departments don't require a CDL license to drive to a fire scene, the response time will be slower waiting for a CDL driver to come in, and the comparison of the state training program versus the Town of Epping's. Fire Chief Don DeAngelis asked to eliminate the rule, asking the board to listen to Primex so the Fire Department can continue training.

Selectman Cody Belanger stated this is an on-going issue throughout the state and there is nothing at the state level that says you have to have a CDL license.

**Motion by Selectmen Cody Belanger to accept the new policy provided. As there was not a second, this motion was not acted on.** Further discussion continued. Selectman Trombley would like to see an incentive program to encourage employees to get a CDL license.

**Motion by Selectman Trombley to approve the rule change (State of New Hampshire Saf-C 1801.02 is an exemption from the Commercial Drive License Requirements). Seconded by Bob Jordan. Roll Call Vote; Selectmen Mike Yergeau, Cody Belanger, Joe Trombley, Bob Jordan and Chairman Adam Munguia all voting aye. Motion carried 5-0.**

## **COVID TRAVELING POLICY**

Chief Don DeAngelis reported the state is very clear that after testing positive for COVID, within 90 days of the first symptom or 14 days past the second vaccination you may travel outside the the New England states without having to quarantine. What is not clear is the possibility of having COVID again or being able to transmit the virus. The CDC information is, "continue to discourage any non-essential travel, even for people fully vaccinated or previously infected because protection is not 100%, durability of immunity is still unknown".

The consensus of the Board of Selectmen was to continue with the Towns SOP and the board will reconsider travel policies bi-weekly. Selectman Trombley wants to make sure the employees and residents are protected until further data is provided. Chairman Munguia added wearing masks, social distancing and vaccines should continue.

## **RECREATION**

Request to transfer a Scholarship Award of \$200.00 from the Financial Assistance Scholarship Funds to the Recreation Revolving Account for Summer Camp of 2020 was submitted for approval.

**Motion by Selectman Trombley to approve the transferring of \$200.00 from the Financial Assistance Scholarship Funds to the Recreation Revolving Account for Summer Camp of 2020. Seconded by Mike Yergeau. Roll Call Vote; Selectmen Joe Trombley, Mike Yergeau, Cody Belanger, Bob Jordan and Chairman Adam Munguia all voting aye. Motion carried 5-0.**

## SHIRKIN ROAD

Town Administrator Gregory C. Dodge asked the Board of Selectmen if they thought they should form a "Shirkin Road Committee". He requested the Board read RSA 231:13 & 14 and RSA 231:74 regarding roads. Comments and ideas were made on how best to resolve the issue with Fremont and the use of Shirkin Road. Epping has reached out to work with Fremont but Fremont went ahead and made their own plans. Selectman Trombley shared his ideas who should be on the committee and how many people. Residents and businesses on Church Street, St. Laurent Street, Jenness Road and Shirkin Road should be sent a letter asking if they are interested in volunteering to be on the committee.

**Motion by Selectman Trombley to establish a "Shirkin Road Committee" comprising of representative of; town officials, business and town residents. Seconded by Cody Belanger. Roll Call Vote; Selectmen Joe Trombley, Cody Belanger, Mike Yergeau, Bob Jordan and Chairman Adam Munguia all voting aye. Motion carried 5-0.**

## CONSENT CALENDAR

Town Administrator Gregory C. Dodge brought forward a sample of a consent calendar to see if the Board of Selectmen would like to try it. The minutes, payroll manifest and accounts payable will be with the call to order items. The Consent Calendar will have the rest of the items listed that need the selectmen's vote. The other business and correspondence and reports will be last.

## VETERANS CREDIT

Veterans Tax Credit for James Stone at map and lot 016-061-012 was submitted for approval

**Motion by Selectman Cody Belanger to approve the Veterans Credit for James Stone at map and lot 016-061-012. Seconded by Bob Jordan. Roll Call Vote; Selectmen Joe Trombley, Mike Yergeau, Cody Belanger, Bob Jordan and Chairman Adam Munguia all voting aye. Motion carried 5-0.**

Veterans Tax Credits for Matthew Prairie at map and lot 033-001 were submitted for approval.

**Motion by Selectman Mike Yergeau to approve the Veterans Credit for Matthew Prairie at map and lot 033-001. Seconded by Selectman Joe Trombley. Roll Call Vote; Selectmen Joe Trombley, Mike Yergeau, Cody Belanger, Bob Jordan and Chairman Adam Munguia all voting aye. Motion carried 5-0.**

## DPW

Town Administrator Gregory C. Dodge brought forward a purchase order to Granite State Minerals for 500 tons of rock salt in the amount of \$23,375.00 to be approved.

**Motion by Selectman Mike Yergeau to approve the purchase order to Granite State Minerals for 500 tons of rock salt in the amount of \$23,375.00. Seconded by Selectman Bob Jordan. Roll Call Vote; Selectmen Mike Yergeau, Joe Trombley, Cody Belanger, Bob Jordan and Chairman Adam Munguia all voting aye. Motion carried 5-0.**

## AFTER ACTION REVIEW

Chairman Munguia would like to have an After-Action Review regarding the recent outbreak of COVID at the town hall. Mr. Munguia would like to talk to the town hall staff and ask the following question, what happened, what action was taken and was it the appropriate action.

**Motion made by Chairman Munguia to have an After-Action Review. Seconded by Selectman Bob Jordan. Roll Call Vote; Selectmen Cody Belanger, Joe Trombley, Mike Yergeau, Bob Jordan and Chairman Adam Munguia all voting aye. Motion carried 5-0.**

Chairman Munguia will send the board members 6 questions to review. He would like to have a casual conversation and meeting with each employee. Selectman Trombley suggested Vice Chairman Bob Jordan be involved with the meetings.

## ADMINISTRATOR'S REPORT

### Town Administrator

Town Administrator Gregory C. Dodge announced there will not be a Board of Selectmen Meeting next week. Monday is a holiday and the town hall will be closed.

Town Administrator Gregory C. Dodge reminded the board that at the next meeting on February 22 there will be a public hearing on the solar project at New England Dragway.

Town Administrator Gregory C. Dodge thanked the Board of Selectmen for all their participation, work and indulgence during this grueling year especially regarding the budget season and dealing with COVID.

Town Administrator Gregory C. Dodge asked the board if they would like to post the town treasurer position to solicit others that might be interested in being appointed. The present

town treasurer is interested in being reappointed. The treasurer would need to be re-appointed by March 8<sup>th</sup>.

Town Administrator Gregory C. Dodge announced Candidates Night will be on February 17<sup>th</sup> via ZOOM with Katherine Cooper as the moderator.

## **INDIVIDUAL SELECTMEN'S REPORTS**

### **Selectman Joe Trombley**

No Report

### **Selectman Cody Belanger**

Selectman Cody Belanger has already heard from a resident offering to volunteer on the Shirkin Road Committee.

Selectman Cody Belanger suggested Chief Don Deangelis join the Chairman of the Selectmen to be part of the After-Action Review.

### **Selectman Mike Yergeau**

Selectman Mike Yergeau thanked longtime Epping resident Joe Foley for being the Chairman on the Planning Board. His last meeting will be Thursday. Mr. Foley has sat on a lot of different boards and has been a great volunteer for Epping.

### **Selectman Bob Jordan**

Selectman Jordan reported the Fire Department has been busy with a chimney fire on Church Street and a responding to a fire in Raymond. Mr. Jordan asked Joe Lombardo to report on the Raymond Fire. Mr. Lombardo told the board that Epping responded to Raymond for a 24-unit apartment fire. All those families have been displaced and many have volunteered to help them. The Red Cross had organized hotels in Exeter. The Epping Fire Fighters were complimented on their hard work and being first and last on the scene. Thankfully no one was injured.

### **Selectman Adam Munguia**

Chairman Munguia spoke of his own devastating fire at his house and sent thoughts and prayers to all those involved in Raymond.

Chairman Munguia thanked the board for their support all year.

Chairman Munguia apologized to the Town Clerk Erika Robinson, Town Administrator Gregory C. Dodge and Finance Director Lisa Fogg for failing to introduce them at the Deliberative Session.

**ADJOURN**

**Motion by Selectman Cody Belanger to adjourn after 45 seconds. Seconded by Selectman Joe Trombley. Motion carried 5-0. Roll Call Vote; Selectmen Cody Belanger, Joe Trombley, Mike Yergeau, Bob Jordan and Chairman Adam Munguia all voting aye. Motion carried 5-0.**

**Meeting adjourned at 8:55 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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**Cody Belanger, Selectman**

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**Joe Trombley, Selectman**

**Dated: February 22, 2021**