

**BOARD OF SELECTMEN MEETING MINUTES  
TOWN OF EPPING, NEW HAMPSHIRE  
March 17, 2020**



**EMERGENCY MEETING OF THE BOARD OF SELECTMEN  
VIA SKYPE FOR BUSINESS**

*Note: This meeting was held under emergency conditions and the declaration of a State of Emergency declared by Governor Chris Sununu and Federal declaration by President Donald Trump. The Board did not meet in person and joined the meeting via Skype for Business. This meeting was conducted during the WHO (World Health Organization) declaration of a World Pandemic regarding the COVID-19 virus.*

*The public may view this meeting on ETV. Though the Town Hall was closed to the public the main door was monitored throughout the meeting and no public was in attendance.*

*RSA 91-A:2 defines an emergency in part "...An emergency shall mean a situation where immediate undelayed action is deemed to be imperative by the chairman or presiding officer of the public board..."*

## **ATTENDANCE**

Chairman Adam Munguia; Selectmen Bob Jordan, Mike Yergeau, Cody Belanger and Joe Trombley. Town Administrator Gregory C. Dodge. Executive Secretary Joyce Blanchard was excused. Fire Chief and EOC Director Don DeAngelis and Health Officer Dennis Pelletier called in for a portion of the meeting.

## **CALL TO ORDER**

Chairman Adam Munguia called the meeting to order at 10:00 AM via Skype for Business with Town Administrator Gregory C. Dodge being physically present at the Epping Town Hall.

## **COVID-19 VIRUS**

Chairman Munguia briefed the Board on the updates as provided by the State EOC (Emergency Operations Center) and the Town's EOC as directed by Chief Donald DeAngelis. Chief DeAngelis has transferred the day to day operations of the Fire Department to Deputy Joe Lombardo as Chief DeAngelis takes over his role as Emergency Management Director. He was given latitude in staffing up to four per shift as needed.

The Town will keep the EOC open in conjunction with the State's EOC operations. The Town of Epping along with the entire nation is undergoing extraordinary times with the spread of COVID-19 cases. As of this writing Rockingham County has the highest number of confirmed cases though there are no known cases in the Town of Epping. Under the Governor's order bars and restaurants are closed to dining indoors and restricted to take out or drive thru only. Many are confined to their homes under doctor's orders for a two week period in cases where individuals may have or have symptoms of the virus. All have been encouraged to stay at home when possible and to practice "social distancing" to no more than six feet apart. The Town of Epping (by and through its Board of Selectmen) is committed to the continued health and optimal safety of our residents and employees and intend to do their part to reduce the risk of the spread of the Covid-19 Pandemic. To that end the Board discussed the closure of Town Hall "Until Further Notice".

**Motion by Selectman Cody Belanger to suspend all public meetings of all Boards and Commissions until the COVID-19 crises subsides. Seconded by Selectman Mike Yergeau with discussion. Discussion: Selectman Yergeau stated that until the virus subsides might be too restricted and suggested that the motion be amended to "until further notice". Selectman Belanger agreed with the amendment and amended his motion as stated. The second, Selectman Yergeau agreed to the amendment.**

**Motion as amended by Cody Belanger to suspend all public meetings of all Boards and Commissions until further notice. Seconded by Selectman Mike Yergeau. Motion carried 5-0. Roll Call Vote: Selectmen Adam Munguia, Bob Jordan, Mike Yergeau, Cody Belanger and Joe Trombley all voting aye.**

Though a vote was not taken the Board of Selectmen unanimously agreed to close the Town Hall to public access until further notice.

#### **KEEPING COMPLIANT WITH RSA 91-A**

The Board entered into a lengthy discussion on how to have the meetings and keep public interaction as presently the Town does not have those capabilities. This meeting was made possible through the efforts of Selectman Joe Trombley. It was decided that the Town Administrator will explore purchasing a program such as Skype for Business or Zoom and to see if that somehow we could integrate that with ETV.

RSA 91-A allows the Chairman of the Board to allow all Board members to participate in a meeting off site in an emergency situation.

As the Board of Selectmen works through this process and these ever changing times they are committed to keeping the public informed at all times.

## **POSTING ON FACEBOOK**

The Board of Selectmen by consensus agreed that Chairman Munguia would write a letter explaining what the Town has done and to have that letter posted on the Town website and on Facebook.

## **SUMMARY**

The Town of Epping Town Hall is closed for an indefinite time period.  
Business that can be conducted on line may be done so through the Town website.  
Staff will be checking their phones messages and emails on a regular basis responded as quickly as possible.  
No more than 2 staff members are allowed per floor at Town Hall at any given time.  
Staff will continue to be paid.  
Use ETV as much as possible and suspend all public meetings until further notice.

## **NEXT MEETING**

The Board of Selectmen will meet in a similar fashion on Wednesday March 18, 2020 at 2:00 PM after the State EOC briefing which begins at 12:00 PM.

## **ADMINISTRATOR'S REPORT**

### **Town Administrator**

Town Administrator Gregory C. Dodge stated that he had returned to Florida recently and developed a slight cough with no other symptoms. He has conferred with his doctor and should self-isolate for a two week period. The doctor further stated that he may work at the Town Hall so long as he can isolate himself in his office and avoid contact with others. The Selectmen are aware of this and felt that so long as he was working under orders of his doctor there were no concerns.

Town Administrator Gregory C. Dodge asked the Board if they wanted to keep the NE Solar PILOT agreement public hearing on for the Monday March 23, 2020 meeting as planned. A final decision was not made.

## INDIVIDUAL SELECTMEN'S REPORTS

### Selectman Cody Belanger

No report.

### Selectman Mike Yergeau

No report.

### Selectman Joe Trombley

No report.

### Selectman Bob Jordan

Selectman Jordan had to be excused from the meeting.

### Selectman Adam Munguia

Nothing further to report.

## ADJOURN

**Motion by Selectman Cody Belanger to adjourn. Seconded by Selectman Joe Trombley. Motion carried 4-0 (Selectman Jordan excused himself). Roll Call Vote: Selectmen Adam Munguia, Mike Yergeau, Cody Belanger and Joe Trombley all voting aye.**

Meeting adjourned at 11:48 AM.

**Respectfully Submitted,**

**Gregory C. Dodge  
Town Administrator**

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**Adam Munguia, Chairman**

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**Bob Jordan, Vice-Chairman**

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**Mike Yergeau, Selectman**

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**Cody Belanger, Selectman**

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**Joe Trombley, Selectman**

**Dated: March 23, 2020**