

**BOARD OF SELECTMEN MEETING MINUTES
TOWN OF EPPING, NEW HAMPSHIRE
August 9, 2021**



ATTENDANCE

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

CALL TO ORDER

Chairman Mike Yergeau called the public meeting to order at 6:15 PM.

ENTER IN TO NON-PUBLIC 91-A:3 II. (a) compensation/promotion, (e) legal

Motion by Selectman Trombley to enter in to Non-Public Session in accordance with 91-A:3 II. (a) compensation/promotion, (e) legal. Seconded by Selectman Gauthier. Motion carried 4-0. Roll call vote was taken and carried unanimously.

Motion by Selectman Gauthier to exit the Non-Public Session. Seconded by Selectman Cody. Motion carried 4-0.

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 July 26, 2021 Selectmen meeting was submitted for approval.

Payroll manifest for the pay period ending August 5, 2021 in the amount of \$152,582.16 was submitted for approval.

Accounts payable manifest for the week ending August 5, 2021 in the amount of \$262,621.70 (\$47,973.37 for the truck leases and \$214,648.33 for the town) were submitted for approval.

Large Assembly Permit application for Highnote Festival, Adam Mcphee Memorial Foundation on September 11, 2021 from 2 PM – 9 PM was submitted for approval.

Motion by Selectman Gauthier to approve the Consent Calendar items as submitted. Seconded by Selectman Cody. Motion carried 4-0.

BUSINESS

PLANNING GRANT (RPC)

Town Planner Kellie Walsh applied for this \$6,000.00 grant with Rockingham Planning Commission on behalf of the Town of Epping. This grant will allow the Rockingham Planning Commission to assistance with updating the Stormwater & Aquifer Protection Regulations. The grant has been obtained through the Piscataqua Region Environment Planning Assessment Fund.

Motion by Selectman Gauthier to have Chairman Yergeau sign the grant on behalf of the Board of Selectmen and accept the \$6,000.00 grant. Seconded by Selectman Trombley. Motion carried 4-0.

WATER DEPARTMENT

Engineering Services request from Underwood Services authorizing them to proceed with the Railroad Avenue/Fremont project due to MtBE contamination. Discussion regarding the State of New Hampshire involvement continued.

Motion by Selectman Gauthier to authorize the Town of Epping to pay \$12,323.32 towards drainage improvements and half of the bidding services \$925.10 (\$462.55) for a total of \$12,785.87, relative to the Railroad Avenue reconstruction cost. Seconded by Selectman Trombley. Motion carried 4-0.

7:15 ERIKA ROBINSON (TC/TX) – DOG LICENSES

Town Clerk and Tax Collector Erika Robinson requested permission to go forward with a final notice for overdue dog licensing resulting in a \$25.00 “civil forfeiture fee of \$25.00”. Mrs. Robinson quoted the State RSA 466:1, all dogs licenses are due to April 30th of every year. This will be new for the Town of Epping but there are over 150 dogs not licensed and it is a state law they should be. The Clerk’s office has been calling owners and sending out e-mail reminders and nothing is working.

Motion by Selectman Trombley to create a warrant to collect the civil forfeiture fee of \$25.00 for unregistered dogs. Seconded by Selectman Cody. Motion carried 4-0.

DPW

Purchase Order to Chappell Tractor to replace the mowing head on the excavator in the amount of \$6,847.79 was submitted for approval.

Motion by Selectman Gauthier to approve the purchase order to Chappell Tractor to replace the mowing head on the excavator in the amount of \$6,847.79. Seconded by Selectman Cody. Motion carried 4-0.

PARKS & RECREATION

Request for promotion and pay rate increase for Jacob Grandmaison from Part Time Before School Supervisor to Full Time Youth Program Coordinator from \$15.00 an hour to \$15.50 an hour effective October 1, 2021 was submitted for approval.

Motion by Selectman Gauthier to approve the request for promotion and pay rate increase for Jacob Grandmaison from Part Time Before School Supervisor to Full Time Youth Program Coordinator from \$15.00 an hour to \$15.50 an hour effective October 1, 2021. Seconded by Selectman Trombley. Motion carried 4-0.

FRIENDS OF THE LIBRARY

Town Administrator Gregory C. Dodge explained the library would like to hold a "Friends of the Library Community Fair". This would be held in back of the library parking lot on September 25, from 10 AM- 4 PM (rain date on Sunday). There will be a book and scarecrow sale, other town groups hosting tables and a food vendor. They would like to promote volunteer services within the town.

Motion by Selectman Gauthier to approve the request for a "Friends of the Library Community Fair" on September 25, from 10 AM- 4 PM (rain date on Sunday) in the back of the library. Seconded by Selectman Trombley. Motion carried 4-0.

ADMINISTRATOR'S REPORT

Town Administrator

Town Administrator Gregory C. Dodge asked the Boards wishes regarding the drafted letter to Fremont cutting ties regarding Shirkin Road discussion. Conversation followed regarding Fremont not lifting the weight restriction, negotiation efforts, number of residents effected and Epping exploring other options.

Motion by Selectman Gauthier to send the letter to the Town of Fremont as is. Seconded by Selectman Trombley. Motion carried 4-0.

Town Administrator Gregory C. Dodge heard from Pam Tibbetts. She would like to hold a block party like last year in October. She is hoping for the support of the Board of Selectmen. The consensus of the board was positive as long as the large assembly permit is filed and she works with the Fire and Police Departments.

Town Administrator Gregory C. Dodge will be meeting with Attorney Miller and Selectman Cody on August 20th regarding the Comcast franchise agreement. If any of the other Selectmen are interested or the ETV crew please let him know. Please note, the mask policy is in effect at the attorney's office.

Town Administrator Gregory C. Dodge announced there will be a Public Hearing at the August 23rd meeting to accept \$368,298.18 from the Federal American Rescue Plan Act (ARPA). Mr. Dodge suggested putting a list together of projects and submit the list for approval. Further discussion on choosing which projects to prioritize is needed.

Town Administrator Gregory C. Dodge said there will be a half hour presentation on August 23rd by Michael Bergeron, Division of Economic Development/ Department of Business and Economic Affairs. Mr. Dodge is sure this will generate questions.

Town Administrator Gregory C. Dodge explained Labor Day is on Monday, September 6th so the Selectmen's meeting will be on Tuesday the 7th. As that is a holiday weekend the agenda should kept short.

Town Administrator Gregory C. Dodge asked for guidance regarding the information the board wanted from Department Heads and their budgets. The Budget worksheets are being formulated to be sent out to the individual departments soon. After a lengthy discussion it was decided to hold a Budget Workshop on August 30th with the Fire, Police, Highway, TC/TX and Parks and Recreation to review year to date expenses and the 2022 budgets.

Town Administrator Gregory C. Dodge had passed out the Transfer Station and Solid Waste permit counts. All the selectmen were pleasantly surprised to see such a high percentage of compliance.

Motion by Selectman Gauthier to continue with the Transfer Station and Solid Waste permit count survey for 2 more weeks. Seconded by Selectman Trombley. Motion carried 3-1-0. Selectman Cody voted nay.

INDIVIDUAL SELECTMEN'S REPORTS

Selectman Tom Gauthier

Selectman Tom Gauthier asked when the solar lights will be installed downtown. Town Administrator Gregory C. Dodge responded the lights are on order.

Selectman Tom Gauthier said the pile of brush is still at the cemetery. Town Administrator Gregory C. Dodge will call Mr. Langdon.

Selectman Joe Trombley

Selectman Joe Trombley announced Conservation Commission is having a clean day at George Fall Forest tomorrow on Jacob Wells Road. The clean-up will be from 12 PM-4 PM. All volunteers are welcome.

Selectman Joe Trombley would like to have a policy written for new hires regarding training. If town monies are spent for their training, they must agree to work for the town a certain amount of time or refund the town. This would be part of the employee agreement. The Police Department is the only department that has a policy. This will need to be revisited at the next meeting.

Selectman Bob Jordan

Excused

Selectman John Cody

Selectman John Cody clarified the library is no longer holding books for 3 days. The Epping Garden Club members and library employees worked together and planted the flower gardens at the library. The library is accepting DVD's and books now.

Selectman John Cody praised the Epping Police Department for an excellent job during a recent police activity. There was a canine on site that helped out.

Selectman John Cody looked into a license plate reader that could be used at the transfer station. The price is \$3,500 - \$10,000 as there are many different kinds.

Selectman Mike Yergeau

Motion by Chairman Yergeau to accept the resignation of DPW employee Jake True with regrets effective Friday, August 13, 2021. Seconded by Selectman Gauthier. Motion carried 4-0.

PUBLIC SESSION

Resident John Scully from 19 Woodlands Drive asked if the bushes out front of the World War II plaque attached to the Town Hall could be cleared. Town Administrator Gregory C. Dodge will make sure it is taken care of.

ADJOURN

Motion by Selectman Gauthier to adjourn. Seconded by Selectman Cody. Motion carried 4-0.

Meeting adjourned at 8:55 PM

Respectfully Submitted,

**Joyce Blanchard
Executive Secretary**

Mike Yergeau, Chairman

Joe Trombley, Vice Chairman

John Cody, Selectman

Tom Gauthier, Selectman

Date: August 23, 2021