

**BOARD OF SELECTMEN MEETING MINUTES
TOWN OF EPPING, NEW HAMPSHIRE
August 31, 2020**



**MEETING OF THE BOARD OF SELECTMEN
VIA ZOOM FOR BUSINESS
Meeting ID: 881 0519 9867
Passcode: 216384**

ATTENDANCE

Chairman Adam Munguia; Selectmen Mike Yergeau, Cody Belanger and Joe Trombley. Town Administrator Gregory C. Dodge. Executive Secretary Joyce Blanchard. Selectmen Bob Jordan joined the meeting via cell phone.

CALL TO ORDER

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

MINUTES

Minutes from the August 24, 2020 Selectmen's meeting were submitted for approval.

Motion by Selectman Joe Trombley to approve the minutes from the August 24, 2020 Selectmen's meeting. Seconded by Selectman Cody Belanger. Roll Call Vote; Selectmen Cody Belanger, Joe Trombley, Bob Jordan and Chairman Adam Munguia all voting aye. Selectman Mike Yergeau abstained. Motion Carried.

EOC UPDATE

EOC Director Don DeAngelis reported the state numbers for positive COVID-19 patients are 222. The numbers continue to drop. Maine, New York and New Hampshire are all doing better although there are hot spots.

FIRE CHIEF LOMBARDO REPORT

Fire Chief Joe Lombardo said there are 2 new cases in the Town of Epping but they are in the same household. That brings the total to 28 cases in Epping.

POLICE CHIEF WALLACE

Police Chief Michael Wallace reported he has 2 police academy graduates' officers in training. They will be on the job in October. There is one detective position that needs to be filled.

BUSINESS

FIRE

Purchase Order to Master Medical Equipment for 2 CPR systems and 2 power supplies in the amount of \$20,740.00 was submitted for approval. Fire Chief Joe Lombardo explained these have a one year warranty and are listed in the master plan. The money to pay for these will come from the revolving fund.

Motion by Selectman Joe Trombley to approve the purchase order # 0284 to Master Medical Equipment for 2 CPR systems and 2 power supplies in the amount of \$20,740.00. Seconded by Selectman Bob Jordan. Roll Call Vote; Selectmen Bob Jordan, Joe Trombley, Mike Yergeau, Cody Belanger, and Chairman Adam Munguia all voting aye. Motion Carried.

Pay Increases for Joseph Lombardo promoted from Deputy Chief to Assistant Fire Chief and Mark Proulx promoted from Captain to Deputy Chief both at \$17.00 to \$17.50 effective 4/1/2020 was submitted for approval.

Motion by Selectman Bob Jordan to approve the pay increases for Joseph Lombardo promoted from Deputy Chief to Assistant Fire Chief and Mark Proulx promoted from Captain to Deputy Chief both at \$17.00 to \$17.50 effective 4/1/2020. Seconded by Selectman Cody Belanger. Roll Call Vote; Selectmen Cody Belanger, Joe Trombley, Mike Yergeau, Bob Jordan and Chairman Adam Munguia all voting aye. Motion Carried.

7:15 Auditor

The town auditor Tamara Roberts from Roberts and Greene LLC reviewed the 2019 audit as her contract states. The only recommendation from the auditor pertained to the Library Fund. They should reconcile their receipts and bank statements monthly instead of yearly.

FIRE con't

EOC Director Don DeAngelis explained this is the third year for applying to the First Responder Comprehensive Addiction and Recovery Act Cooperative Agreement in the amount of \$52,370.00 to implement a Mobile Integrated Healthcare program. The number of overdoses are down which is the mission of this program.

Motion by Selectman Mike Yergeau to accept the terms of the First Responder Comprehensive Addiction and Recovery Act Cooperative Agreement as presented in the amount of \$52,370.00 to implement a Mobile Integrated Healthcare program pending both NH Fire Standards and Training & EMS approval and Governor and Council approval and to authorize Town Administrator Gregory C. Dodge to sign all documents related to the grant. Seconded by Selectman Joe Trombley. Roll Call Vote; Selectmen Cody Belanger, Joe Trombley, Mike Yergeau and Chairman Adam Munguia all voting aye. Motion Carried. Selectman Bob Jordan left the meeting as he lost cell connection.

BLOCK PARTY – PAM TIBBETTS

EOC Director Don DeAngelis had a second meeting with Pam Tibbetts regarding the Block Party on Halloween night. Police Chief Michael Wallace has approved the plan. Main Street will be closed from Route 27 to Bunker Avenue. There will be an entrance on Main Street with a police officer and a counter, exiting onto Bunker Ave. The counter is required to maintain social distancing. A total of 193 people can be in the church parking lot and 476 people can be on Main Street. Hay bales will be set up to sit and eat with families from the food trucks. There will be a fire truck at Bunker Avenue that will block off Main Street and will help with lighting to provide safety. Tables will be set up on both sides of the street with 6 feet distances. There will be mandatory masks and posting like the Town Hall has presently. You can't have been out of New England, feel sick or have a temp. The church will be selling pizza and following 2.0 restaurant guidelines as will the food trucks. The barber shop and church will provide access to a restroom with one way in and exiting through a different door. The American Legion has offered to do trash pickup.

Pam Tibbetts added she and the Leddy Center will provide PPE products. She is hoping the highway department could lend them some saw horses, cones and additional lighting. She is also asking for volunteers, vendors, crafters and small businesses to give out candy for "Checkers" ten years anniversary Halloween Block Party.

Motion by Selectman Cody Belanger to give preliminary approval pending a written plan coming to the Board of Selectmen. Seconded by Selectman Mike Yergeau. Roll Call Vote;

Selectmen Joe Trombley, Cody Belanger, Mike Yergeau and Chairman Adam Munguia all voting aye. Motion Carried.

The Halloween Block Party will be on October 31st 5-8 with November 1st being the rain date.

Police Chief Michael Wallace stated the town Trick or Treat will be on the same night, October 31st from 5 PM -7 PM. There has not been any restrictions from the governor regarding Trick or Treat, as of yet.

AMBULANCE QUOTE

Selectman Bob Jordan joined the conversation/meeting via cell phone.

Fire Chief Joe Lombardo met with Sugarloaf Ambulance/Rescue Vehicle Company to discuss a new ambulance. They are able to order the twin to ambulance A-3 with no changes to the equipment. A loner has been offered but they don't have one right now. Upgrading the cot and lifts at this time would make sense as the old one is 14 years old. There will be an 8 month turn around. Discussion continued.

Motion by Bob Jordan to accept the bid from Sugarloaf Ambulance/Rescue Vehicle Company in the amount of \$240,539.00 adding the cot and lift of \$19,617.57 totaling \$260,156.57. This will be funded by the revolving fund. Seconded by Selectman Cody Belanger Roll Call Vote; Selectmen Joe Trombley, Mike Yergeau, Cody Belanger, Bob Jordan and Chairman Adam Munguia all voting aye. Motion Carried.

W&S

RFP – RAILROAD AVENUE PROJECT

Selectman Mike Yergeau discussed the 3 bids received regarding the Railroad Avenue Project. There are some conflicts between drainage and road work and what the Water and Sewer Department wants to accomplish laying new pipes. Selectman Yergeau would like to award the bid to Wright Pierce at \$71,085.00.

Motion by Joe Trombley to award the bid to Wright Pierce in the amount of \$71,085 splitting the cost 50/50 with Water and Sewer for the Railroad Avenue Project. Seconded by Selectman Mike Yergeau. After further discussion the motion was withdrawn and not acted on.

MEETING ROOM REOPENING

Town Administrator Gregory C. Dodge has spoken to Chiefs DeAngelis and Lombardo along with the Health Officer Dennis Pelletier regarding the safety issues of opening the upstairs meeting room. They measured the meeting room and the occupancy is 42 people. With the safety plan in place Mr. Dodge would like to reopen the meeting room September 14th with the Board of Selectmen meeting. Selectman Trombley doesn't think all boards need to meet in person and the Board of Selectmen should approve the meetings. Discussion followed including a soft opening for October and elected boards following the guidelines themselves. The EOC agrees with the opening.

Motion by Selectman Mike Yergeau to move forward with the reopening of the upstairs meeting room on September 14th. Seconded by Selectman Joe Trombley. Roll Call Vote; Selectmen Joe Trombley, Mike Yergeau, Cody Belanger and Chairman Adam Munguia all voting aye. Motion Carried.

ADMINISTRATORS REPORT

Town Administrator

Town Administrator Gregory C. Dodge will be posting a meeting for Sept. 8th to meet at the Epping Middle School to sign the Payroll Manifest and the Accounts Payable Manifest. The suggestion is to meet at 8:15 AM.

Town Administrator Gregory C. Dodge said the polling area for the election will be set up on Friday 9-10 AM. There will be a new arrangement for voting with explanations and signs.

Town Administrator Gregory C. Dodge stated on September 4th the absentee ballots will be opened at the library. Only the outside envelopes can be opened. There were 500 ballots stuffed and sent out today.

Town Administrator Gregory C. Dodge announced the voting hours on September 8th will be 8 AM – 7 PM.

Town Administrator Gregory C. Dodge asked if the police negotiation team would like to meet Wednesday to review the contract.

INDIVIDUAL SELECTMEN'S REPORTS

Selectman Cody Belanger

Selectman Belanger thanked those who have already voted by absentee ballot. If you haven't voted by absentee ballot please come out and vote. We are wearing masks to be considerate, so kindly wear a mask. If you cannot wear a mask there will be a separate table to vote.

Selectman Joe Trombley

Selectman Joe Trombley asked Town Administrator Gregory C. Dodge if he's heard about the granite and blue stone order being ready for the library. Mr. Dodge will call tomorrow to check when Road Supervisor David Reinhold can pick it up.

Town Administrator Gregory C. Dodge

Town Administrator Gregory C. Dodge told the board the budget worksheets have gone out to the department heads asking them to send back their budgets. Does the board want the budgets structured any specific way, to include certain line items or not to include them?

Town Administrator Gregory C. Dodge explained he received an application for Election CARES Act Grant late today from the Secretary of State to accept grant funds for \$15,000. The grant needs to be signed and sent in as soon as possible.

Motion by Cody Belanger to accept the Election CARES Act Grant giving permission to Town Administrator Gregory C. Dodge to sign any documents. Seconded by Selectman Mike Yergeau. Roll Call Vote; Selectmen Joe Trombley, Cody Belanger, Mike Yergeau and Chairman Adam Munguia all voting aye. Motion Carried.

Selectman Joe Trombley

Selectman Joe Trombley asked voters to be considerate of the volunteers working the polls and wear a mask to protect them, it's only for a short amount of time. Town Administrator Gregory C. Dodge added if you choose to vote without a mask the process will be delayed so plan your time accordingly.

Selectman Mike Yergeau

No Report

Selectman Bob Jordan

Excused

Selectman Adam Munguia

Selectman Adam Munguia was very adamant, VOTE, VOTE and VOTE!!

Selectman Adam Munguia would like to discuss changing the town charter into having a town manager with a city council. Our town is turning into a big town, small city and he thinks it is time.

Selectman Adam Munguia thanked Phyllis McDonough for working for the town for 25 years. Not many people do that anymore. The town appreciates everything Phyllis does for the town, Thank you!!

ADJOURN

Motion by Selectman Joe Trombley to adjourn. Seconded by Selectman Cody Belanger.


There was a 45 second pause in case a resident wanted to call in. **Roll Call Vote; Selectmen Mike Yergeau, Joe Trombley, Cody Belanger and Chairman Adam Munguia all voting aye. Motion Carried.**

Meeting adjourned at 9:15 PM.

Respectfully Submitted,



**Joyce Blanchard
Executive Secretary**


Adam Munguia, Chairman

Bob Jordan, Selectman



Mike Yergeau, Selectman



Cody Belanger, Selectman



Joe Trombley, Selectman

Dated: September 8, 2020