

**BOARD OF SELECTMEN MEETING MINUTES
TOWN OF EPPING, NEW HAMPSHIRE
September 20, 2021**



ATTENDANCE

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

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/personnel, (b) hire, (e) legal

Motion by Selectman Trombley to enter in to Non-Public Session in accordance with 91-A:3 II. (a) compensation/personnel, (b) hire, (e) legal. Seconded by Selectman Jordan. Motion carried 5-0. Roll call vote was taken and carried unanimously.

Motion by Selectman Gauthier to exit the Non-Public Session. Seconded by Selectman Jordan. Motion carried 5-0.

INTRODUCTION

DPW Director Dennis Koch introduced the new Water and Sewer Superintendent Mark Votto.

RECONVENE

Chairman Mike Yergeau reconvened the public meeting at 7:07 PM in the Town Hall meeting room and via ZOOM.

CONSENT CALENDAR

Minutes from the September 7, 2021 Selectmen meeting was submitted for approval.

Payroll Manifest for the pay period ending September 16, 2021 in the amount of \$134,013.54 was submitted for approval.

Accounts payable manifest for the week ending September 16, 2021 in the amount of \$1,296,957.34, (\$1,000,000.00 is for School, \$157,695.25 is for the Lagoon Project and \$139,262.09 is for the town) were submitted for approval.

Intent to Cut for Philip Primack on Grover Road, map and lot 020-003 was submitted for approval.

Petition and Pole License for two poles on Delaney Road by PSNH dba as Eversource Energy was submitted for approval. Selectman Trombley would like Town Administrator Gregory C. Dodge to investigate using underground lines.

Motion by Selectman Gauthier to approve the Consent Calendar items as submitted. Seconded by Selectman Jordan. Motion carried 5-0.

BUSINESS

PARKS AND RECREATION

Requests to Hire Aviendha Blakney as After School Program Jr. Staff at \$9.00 per hour, rehire Hana Ireland and Madison Murphy as Regular Staff After School Program at \$11.00 an hour and pay increases for Before and After School/Summer Camp Jr staff members Kayla McLeod from \$12.50 to \$13.00, Mikhail Ozols from \$10.00 to \$10.50, Robert Bizzaro and Dylan Dulong from \$9.00 to \$9.50 were submitted for approval.

Motion by Selectman Gauthier to approve the Requests to Hire Aviendha Blakney as After School Program Jr. Staff at \$9.00 per hour, rehire Hana Ireland and Madison Murphy as Regular Staff After School Program at \$11.00 an hour and pay increases for Before and After School/Summer Camp Jr staff members Kayla McLeod from \$12.50 to \$13.00, Mikhail Ozols from \$10.00 to \$10.50, Robert Bizzaro and Dylan Dulong from \$9.00 to \$9.50. Seconded by Selectman Cody. Motion carried 5-0.

Employee resignation for Aaron Wyatt from the Recreation Department was submitted for approval.

Motion by Selectman Gauthier to accept the resignation with regret for Aaron Wyatt from the Recreation Department. Seconded by Selectman Trombley. Motion carried 5-0.

Purchase Order to Certified Computer Solutions for 2 workstations in the amount of \$3,980.00 was submitted for approval.

Motion by Selectman Gauthier to approve the Purchase Order to Certified Computer Solutions for 2 workstations in the amount of \$3,980.00. Seconded by Selectman Trombley. Motion carried 5-0.

Parks and Recreation Director Nicole Bizzaro explained her offer to share the recreation busses with the school district. The school sports programs are having a difficult time finding busses and drivers to use for after school sporting events. As we are one community, use the same tax dollars and support Epping students she would like approval to collaborate with the school.

Mrs. Bizzaro proposal to charge a \$125 flat fee, \$15.00 an hour for the bus driver along with charging mileage. The bus holds 14 students, some students will be traveling with parents. Discussion followed regarding billing, vehicle maintenance and time frame.

Motion by Selectman Gauthier to approve the school using the Recreation bus at \$125 flat fee, \$15.00 an hour for the bus driver along with charging mileage and looking at the cost benefit at the end for the school year. Seconded by Selectman Trombley. Motion carried 5-0.

FIRE

The Fire Department is requesting permission to dispose of three emergency generators through the State of New Hampshire auction. The generators are beyond reasonable repair.

Motion by Selectman Gauthier to approve disposing of the three emergency generators through the State of New Hampshire auction. Seconded by Selectman Cody. Motion carried 5-0.

Deputy Health Officer Nomination for Michael Sitar III was submitted for approval.

Motion by Selectman Gauthier to approve the Deputy Health Officer Nomination for Michael Sitar III. Seconded by Selectman Cody. Motion carried 5-0.

Ambulance write offs for residents totaling \$26,392.35, transfers to collections for residents who receive insurance payment directly totaling \$4,581.60 and transfers to collection for non-residents totaling \$38,789.31 was submitted for approval. Selectman Cody would like to follow up with Representative Belanger to change legislature regarding insurance and companies paying directly to patients.

Motion by Selectman Gauthier to approve the Ambulance write offs totaling \$69,736.26. Seconded by Selectman Jordan. Motion carried 5-0.

POLICE

Police Chief Michael Wallace is seeking the Board of Selectman's approval to destroy and dispose of seven Panasonic Tough Books. Certified Computers will wipe clean the seven systems at a cost of \$300.

Motion by Selectman Gauthier to approve destroying and disposing of seven Panasonic Tough Books. Seconded by Selectman Trombley. Motion carried 5-0.

PLANNING

Stanley and Gail Gelin, 16 Norris Court, Map and Lot 027-029 are requesting permission to place a new manufactured home on the property then demolish the old home after the move.

Motion by Selectman Trombley to approve a 6-month agreement (providing this is in accordance with state law) including a 6-month extension if needed to place a new manufactured home on the property while constructing a new house. Seconded by Selectman Jordan. Motion carried 5-0. Due to an explanation by Mrs. Gelin the motion was rescinded.

Motion by Selectman Trombley to rescind the previous vote. Seconded by Selectman Jordan. Motion carried 5-0.

Motion by Selectman Trombley to approve a 6-month agreement from the date of Certificate of Occupancy (for the new manufactured home) to remove the existing home. Seconded by Selectman Jordan. Motion carried 5-0.

Removal of a surety bond in the amount of \$23,100.00 (Letter of Credit) held on behalf of Lake Realty Trust for Sydney Lane was submitted for approval. Sydney Lane was previously accepted by the Town of Epping.

Motion by Selectman Gauthier to approve the removal of a surety bond in the amount of \$23,100 (Letter of Credit) held on behalf of Lake Realty Trust for Sydney Lane pending all the lots have been built on. Seconded by Selectman Jordan. Motion carried 5-0.

ASSESSING

State form MS-1, summary inventory of valuation was submitted for approval. This form is sent to the State of New Hampshire Municipal and property division for setting the tax rate.

Motion by Selectman Gauthier to approve the State form MS-1, summary inventory of valuation as submitted. Seconded by Selectman Jordan. Motion carried 5-0.

Municipal Resources Inc. (MRI) assessing Services Agreement was submitted for approval. Town Administrator Gregory C. Dodge recommended approval due to MRI holding their price the same for 2022 and the history they have with working in town.

Motion by Selectman Gauthier to approve the Municipal Resources Inc. (MRI) assessing Services Agreement. Seconded by Selectman Trombley. Motion carried 5-0.

Selectman Trombley would like to have a clarification of Epping's bid process.

ADMINISTRATION

A policy change to the Bereavement Leave was submitted for approval. The sentence, "Bereavement leave with pay may be granted upon the death of a family member for a period not to exceed *three days*", recommended to be changed to "*twenty-four working or scheduled working hours*".

Motion by Selectman Gauthier to approve the Bereavement Leave policy change to read, "*twenty-four working or scheduled working hours*". Seconded by Selectman Trombley. Motion carried 5-0.

Discussion continued regarding the Bereavement Leave Policy. Selectman Trombley would like to increase the bereavement leave to 40 hours for parents, spouse and children.

Motion by Selectman Trombley to amend the Bereavement Leave Policy to include a period of 40 hours for the death of parents, spouse or children. Seconded by Selectman Cody. Motion failed 2-3. Selectmen Gauthier, Jordan and Yergeau voting nay. Selectman Trombley would like this on next week's agenda for further discussion.

BUDGET REVIEW

Town Administrator Gregory C. Dodge asked if the Board of Selectmen would like to meet on an "off" week to review budgets only. As there is a meeting scheduled for next Monday. The Fire, Police Departments and the Safety Complex building will be scheduled for review on Tuesday, September 28th 6PM-9PM. Smaller budgets may be reviewed if time allows.

ADMINISTRATOR'S REPORT

Town Administrator

Town Administrator Gregory C. Dodge announced the Governor's Advisory Commission on Intermodal Transportation (GACIT) and NHDOT Public Hearing will be on Monday, September 27, 2021 at 7:00 PM. Mr. Dodge encourages the Board of Selectmen to attend with a list of concerns.

Town Administrator Gregory C. Dodge heard from Representative Pappas regarding the HB1. As he is a co-sponsor of the bill he is in support of its passing with no consideration to the extra cost or staffing to the town.

Town Administrator Gregory C. Dodge publicized the Household Hazardous Waste Day on October 16th, 8 AM- 1 PM in Exeter. The information is on the town web site.

INDIVIDUAL SELECTMEN'S REPORTS

Selectman Tom Gauthier

Selectman Tom Gauthier shared his condolences to the family of Barbara Newman. The Newman family have been public servants through the police department for many years. She passed on Sunday and will be missed by many.

Selectman Bob Jordan

Selectman Bob Jordan explained he was wearing a mask due to his cough. He has been tested twice for COVID and tested negative both times.

Selectman John Cody

No Report

Selectman Joe Trombley

Selectman Joe Trombley said last year he increased the Conservation budget for picnic tables. This year he hopes the Conservation Commission will purchase some general trail cutting tools for volunteers.

Selectman Mike Yergeau

Selectman Mike Yergeau told the board there will be a site walk on Railroad Avenue this Friday at 9 AM. They will be meeting at the old Fremont well site to discuss the connection to Martin Road. The State of NH will be paying for most of this project.

Selectman Trombley announced there will be an Epping Community Fair on September 25th behind the library in the parking lot from 10 AM – 2 PM. He would like to have some representation from the Board of Selectmen if possible.

Motion by Selectman Gauthier to enter in to Non-Public Session in accordance with 91-A:3 II. (e) legal. Seconded by Selectman Trombley. Roll call vote was taken with Selectman Gauthier, Selectman Cody, Selectman Trombley, Selectman Jordan and Chairman Yergeau all voting aye. Motion carried 5-0.

Motion by Selectman Gauthier to exit the Non-Public Session. Seconded by Selectman Jordan. Motion carried 5-0.

Motion by Selectman Cody to adjourn. Seconded by Selectman Trombley. Motion carried 5-0.

Meeting adjourned at 9:38 PM.

Respectfully Submitted,

**Joyce Blanchard
Executive Secretary**

Mike Yergeau, Chairman

Bob Jordan, Selectman

Joe Trombley, Vice Chairman

John Cody, Selectman

Tom Gauthier, Selectman

Date: October 4, 2021