

**BOARD OF SELECTMEN MEETING MINUTES
TOWN OF EPPING, NEW HAMPSHIRE
November 2, 2020**



ATTENDANCE

Chairman Adam Munguia; Selectman Bob Jordan, Cody Belanger, Mike Yergeau and Joe Trombley; Town Administrator Gregory C. Dodge; Executive Secretary Joyce Blanchard.

CALL TO ORDER

Chairman Adam Munguia called the public meeting to order at 6:15 PM at the Epping Town Hall.

ENTER IN TO NON-PUBLIC 91:A II. (b) hire

Motion by Selectman Jordan to enter in to Non-Public Session. Seconded by Selectman Belanger. Motion carried 5-0. Roll call vote was taken and carried unanimously.

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

PUBLIC SESSION

Chairman Adam Munguia called the public session to reconvene at 7:00 pm at the Epping Town Hall.

PLEDGE ALLEGIANCE TO THE FLAG

NON PUBLIC

Motion by Selectman Jordan to seal the non-public meeting minutes in accordance of 91:A from November 2, 2020. Seconded by Selectman Belanger. Motion carried 5-0.

MINUTES

Minutes from the October 26, 2020 Selectmen's meeting were submitted for approval.

Motion by Selectman Jordan to approve the minutes from the October 26, 2020 Selectmen's meeting. Seconded by Selectman Belanger. Motion carried 5-0.

PAYROLL MANIFEST

Payroll manifest for the pay period ending October 29, 2020 in the amount of \$137,728.83 was submitted for approval.

Motion by Selectman Jordan to approve the payroll manifest for the pay period ending October 29, 2020 in the amount of \$137,728.83. Seconded by Selectman Belanger. Motion carried 5-0.

ACCOUNTS PAYABLE MANIFEST

Accounts payable manifest for the week ending October 29, 2020 in the amount of \$309,310.65 was submitted for approval.

Motion by Selectman Jordan to approve the accounts payable manifest for the week ending October 29, 2020 in the amount of \$309,310.65 for the town. Seconded by Selectman Belanger. Motion carried 5-0.

EOC CHIEF DON DEANGELIS

Chief DeAngelis reported the COVID case numbers are up significantly from last week. In NH there are 900 cases making the total today 1,407. There are 13 cases in the Town of Epping, 5 being in the same household. The state is monitoring 47,000 and there are 41 residents in the hospital state wide.

The new quarantine regulations regarding of a negative test result were reviewed. Any vacations out of New England will require a 14 day quarantine before being tested and allowed back to work. Critical employees can return to work if approved with a mask, medical screening and quarantined at work. There are more guidelines for people who travel for work.

Chairman Munguia thanked the Chiefs for helping the Block Party follow safety procedures and be successful.

Selectman Belanger asked if the polls would be affected with the increased COVID numbers. Chief DeAngelis assured him that all the state guidelines are being followed.

FIRE CHIEF LOMBARDO

Chief Lombardo reported as of today there have been 1,077 calls of service which is the same as last year's at this time.

Chief Lombardo worked at the Block Party with Deputy Chief Rodier and he only had to remind 2 people to put on their mask. There was never more than 100 people in the crowd and everyone complied with the rules.

POLICE CHIEF MICHAEL WALLACE

Police Chief Wallace worked at the Block Party and he noticed everyone was conforming to the guidelines. Chief Lombardo and Chief DeAngelis did an excellent job with helping Mrs. Tibbetts have a successful and safe event.

Police Chief Wallace will have an officer at the polls all day tomorrow.

BUSINESS

FIRE – REHIRES

Fire request to rehire Jamie Dionne as an EMT at \$8.25 on call and \$14.00 on a call and Zachary Marcoux as an FF/EMT at \$8.25 on call and \$15.00 on a call was submitted for approval.

Motion by Selectman Jordan to approve the rehiring of Jamie Dionne as an EMT at \$8.25 on call and \$14.00 on a call and Zachary Marcoux as an FF/EMT at \$8.25 on call and \$15.00 on a call. Seconded by Selectman Belanger. Motion carried 5-0.

BUDGETS

Town Administrator Gregory C. Dodge supplied the remaining budgets to the Board. The requested allocation break down for the library was provided for review.

In the Town Administration Budget there is a 32% increase shown for the Board of Selectmen to get an increase. Selectman Belanger did not think this was necessary while the COLA has not been added for the employees. Discussion followed.

Motion by Selectman Belanger to remove the Board of Selectmen's increase from the budget. Seconded by Selectman Jordan. Motion failed 3-2. Selectmen Belanger and Jordan voting nay.

Town Administrator Gregory C. Dodge explained the Treasury Budget only has a \$50.00 increase. The IT Department Budget increased due to software cost. The General Assistance, Patriotic Purposes and Conservation Budgets are all flat budgets. The Planning and Zoning Board shows a 2% increase due to non-discretionary costs. The Town Hall Budget increased 16% due to the Comcast increase and using ZOOM for meetings. Mr. Dodge also would like to purchase new chairs for the meeting room for all the boards that use them.

Selectman Yergeau questioned the budgeted amount for Tax Deeded Property. His concern is this should be increased as the discussion occurs every year to clean up properties and get them on the tax rolls. Town Administrator Gregory C. Dodge will try to gather a price for cleaning up deeded property.

Town Administrator Gregory C. Dodge asked for guidance regarding adding COLA to the budgets or leave it out. Selectman Trombley explained his beliefs in using the NH Department of Labor cost of living index instead of the general approach of 3% across the board. Discussion and explanations of COLA versus Merit Pool, incentives, policies and employees continued.

Motion by Selectman Belanger to move forward with a 2.1% COLA to the budgets for all eligible employees. Seconded by Selectman Trombley. Motion carried 5-0.

SALARY

Motion by Selectman Belanger for Finance Director Lisa Fogg to go to a salaried position effective November 1, 2020. Seconded by Selectman Jordan. Motion carried 5-0.

LIBRARY RAMP UPDATE

Town Administrator Gregory C. Dodge explained after giving Road Supervisor David Reinhold permission to go forward with the Library Ramp he met with Robinson Construction. It will cost under \$2,000 to repair the ramp. Mr. Reinhold has already done the demolition and he will also fix the handrails.

Seth Donaldson will be fixing the back door bricks and will fix the front ramp bricks after it is completed. The cost is still to be determined.

DRA EQUALIZATION RATE

The 2020 Equalization Municipal Assessment Date Certificate was submitted for signatures. This form with data provided will be used for the NH Department of Revenue to set the equalization ratio to calculate the total equalized valuation for Epping.

Motion by Selectman Jordan to approve signing the 2020 Equalization Municipal Assessment Date Certificate. Seconded by Selectman Belanger. Motion carried 5-0.

TAX WARRANT

The second issue tax warrant in the amount of \$11,602,835.03 was submitted for approval. Tax bills will be due December 11, 2020.

Motion by Selectman Belanger to approve the second issue tax warrant in the amount of \$11,602,835.03. Seconded by Selectman Jordan. Motion carried 5-0.

INTENT TO CUT

Intent to Cut for Christine Ross, Rachel's Way, map and lot 028-016-001 was submitted for approval.

Motion by Selectman Jordan to approve the Intent to Cut for Christine Ross, Rachel's Way, map and lot 028-016-001. Seconded by Selectman Belanger. Motion carried 5-0.

ADMINISTRATOR'S REPORT

Town Administrator

Town Administrator Gregory C. Dodge announced voting is tomorrow. Mr. Dodge asked for an update on the Selectmen that will be at the polls, Chairman Munguia, Selectman Yergeau and Trombley can attend all day. Selectman Jordan will be there after 3 and Selectman Belanger can be there for the opening of the polls. Mr. Dodge explained he helped set up this afternoon and will be at the Town Hall at 6:30 to bring the ballots to the school.

Town Administrator Gregory C. Dodge admitted he was wrong about the Block Party. He has talked to Pam Tibbets, Fire and Police and told them they did a great job organizing the event.

Town Administrator Gregory C. Dodge asked the Board what they would like for information at the next meeting regarding budgets. He will incorporate the 2.1% COLA and highlight the non-discretionary costs.

INDIVIDUAL SELECTMEN'S REPORTS

Selectman Cody Belanger

Selectman Cody Belanger thanked the members of the Board of Selectmen for all their support over the last 3 years He has really appreciated all the help and he has learned a lot. As tomorrow is Election Day, win or lose his term is up in March and he will not be running for re-election.

Selectman Mike Yergeau

Selectman Mike Yergeau asked to review the Cemetery Budget.

Selectman Joe Trombley

No Report

Selectman Bob Jordan

Selectman Bob Jordan thanked the Emergency Personnel for a great job at the Block Party. Pam Tibbets did a great job following the guidelines. It was a great night for Trick or Treating.

Selectman Adam Munguia

Chairman Munguia is happy at all the good news he is hearing about the Block Party. Great participation and safety exercised by and for everyone.

ADJOURN

Motion by Selectman Belanger to adjourn. Seconded by Selectman Jordan. Motion carried 5-0.

Meeting adjourned at 9:00 PM.

Respectfully Submitted,

**Joyce Blanchard
Executive Secretary**

Adam Munguia, Chairman

Bob Jordan, Selectman

Mike Yergeau, Selectman

Cody Belanger, Selectman

Joe Trombley, Selectman

Dated: November 9, 2020