

**BOARD OF SELECTMEN MEETING MINUTES
TOWN OF EPPING, NEW HAMPSHIRE
December 14, 2020**



ATTENDANCE

Chairman Adam Munguia; Selectman Bob Jordan, Cody Belanger and Joe Trombley; Town Administrator Gregory C. Dodge; Executive Secretary Joyce Blanchard. Selectman Mike Yergeau joined the meeting via ZOOM but could not be heard. Selectman Belanger arrived after the non-public

CALL TO ORDER

Chairman Adam Munguia called the public meeting to order at 6:30 PM at the Epping Town Hall.

ENTER IN TO NON-PUBLIC 91:A II. (c) Legal

Motion by Selectman Jordan to enter in to Non-Public Session. Seconded by Selectman Trombley. Motion carried 3-0. Roll call vote was taken and carried unanimously.

Motion by Selectman Jordan to exit the Non-Public Session. Seconded by Selectman Trombley. Motion carried 3-0.

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 MINUTES

Motion by Selectman Jordan to seal the non-public meeting minutes in accordance of 91:A from December 7, 2020. Seconded by Selectman Trombley. Motion carried 3-0-1. Selectman Belanger abstained.

MINUTES

Minutes from the December 7, 2020 Selectmen's meeting were submitted for approval.

Motion by Selectman Belanger to approve the minutes from the December 7, 2020 Selectmen's meeting. Seconded by Selectman Jordan. Motion carried 4-0.

PAYROLL MANIFEST

Payroll manifest for the pay period ending December 10, 2020 in the amount of \$149,430.80 was submitted for approval.

Motion by Selectman Jordan to approve the payroll manifest for the pay period ending December 10, 2020 in the amount of \$149,430.80. Seconded by Selectman Trombley. Motion carried 4-0.

ACCOUNTS PAYABLE MANIFEST

Accounts payable manifest for the week ending December 10, 2020 in the amount of \$378,918.56 was submitted for approval.

Motion by Selectman Belanger to approve the accounts payable manifest for the week ending December 10, 2020 in the amount of \$378,918.56; \$130,947.27 is for the Water Treatment Plant, \$68,760.00 is for the WWTF Membranes and \$179,211.29 is for the town. Seconded by Selectman Jordan. Motion carried 4-0.

EOC CHIEF DON DEANGELIS

Chief DeAngelis said there are 40 active cases of COVID in town, although he thinks there are more cases not reported. There are 6,762 cases reported in New Hampshire with the majority in Rockingham and Hillsborough counties. NH is having 12,000 doses of the vaccine delivered and 36,000 more next week. Long term care residents and high risk to exposure health workers will receive vaccines first. First responders that do patient care will be next for receiving the vaccine. Walgreens and CVS will be a distribution center to the public.

POLICE CHIEF WALLACE

Police Chief Wallace reported the 2 officers that were out with the COVID virus reported back to duty today. There is one more in quarantine and that person will be back on the 18th.

FIRE CHIEF LOMBARDO

Chief Lombardo reported as of today there have been 1,233 incidents which is 121 incidents more than last years at 1,112. Last week there were 3 back to back calls which had to do with COVID and the town's growth.

Chief Lombardo stated the cleanup from the gas truck roll over that happened on Route 101 in Epping has been completed. The state will continue to monitor wells. The plantings didn't get finished due to the drought.

Chief Lombardo is working on a vaccination plan for the Fire and Police Departments. Long term resident facilities and health workers will receive the vaccinations first. He believes the first responders will be receiving the vaccine the first week of January. Exeter High School will be setting up vaccination stations.

The Santa Parade will take place this Sunday. The toy distribution will take place Saturday and Sunday at the West Epping Station with Recreation Director Nicole Bizzaro.

7:15 Hamid Benlaatmania – 40 Midnight Sun

Mr. Benlaatmania explained his fence issues on the town right of way. As it is a decorative fence into his property he is asking the Selectmen's permission to keep the fence on the town right of way. Road Supervisor Dave Reinhold clarified the set back regarding the right of way and its use to the public. Mr. Reinhold stated this isn't something the town usually allows. As the right of way was established to go to the property when the development was planned the general consensus of the board was to grant permission to give Mr. Benlaatmania the right of way. Chairman Munguia would like to check for any legal ramifications with town council before this goes forward.

7:40 Signing of the Bond Documents for the Sewer Lagoon Projects

The following motions were made as the Resolution of the Governing Board:

Motion by Selectman Belanger to authorize the issuance of \$6,230,000 General Obligation Bond Anticipation Notes (the Notes") of the Issuer, which were heretofore authorized by the Issuer's voters on September 9, 2020, such Notes to be dated December 18, 2020. Seconded by Selectman Jordan. Roll Call Vote; Selectmen Joe Trombley, Bob Jordan, Cody Belanger and Adam Munguia all voting aye. Motion carried 4-0.

Motion by Selectman Jordan to sell said Notes to the Purchaser on such terms and conditions as are set forth in a Note Purchase Agreement dated as of December 18, 2020 (the “Note Purchase Agreement”) and in Exhibit A, attached hereto and made a part hereof; Seconded by Selectman Belanger. Roll Call Vote; Selectmen Joe Trombley, Bob Jordan, Cody Belanger and Adam Munguia all voting aye. Motion carried 4-0.

Motion by Selectman Jordan to issue the Notes in substantially the form set forth in Exhibit B, attached hereto and made a part hereof; Seconded by Selectman Belanger. Roll Call Vote; Selectmen Joe Trombley, Bob Jordan, Cody Belanger and Adam Munguia all voting aye. Motion carried 4-0.

Motion by Selectman Jordan that the Notes shall be general obligations of the Issuer; Seconded by Selectman Belanger. Roll Call Vote; Selectmen Joe Trombley, Bob Jordan, Cody Belanger and Adam Munguia all voting aye. Motion carried 4-0.

Motion by Selectman Jordan to authorize the execution of the Notes by at least a majority of the Governing Board and the Treasurer (or the printing of facsimiles of such signatures on the Notes) and to affix the Issuer’s seal; Seconded by Selectman Belanger. Roll Call Vote; Selectmen Joe Trombley, Bob Jordan, Cody Belanger and Adam Munguia all voting aye. Motion carried 4-0.

Motion by Selectman Jordan to authorize the Treasurer to deliver the Notes to the Purchaser against payment therefor; Seconded by Selectman Belanger. Roll Call Vote; Selectmen Joe Trombley, Bob Jordan, Cody Belanger and Adam Munguia all voting aye. Motion carried 4-0.

Motion by Selectman Jordan to authorize (i) at least a majority of the Governing Board and the Treasurer to execute and deliver a Signature and No Litigation Certificate with Receipt and a Tax Certificate; (ii) the Issuer’s Treasurer, Chair of the Governing Board or Town Administrator of Finance Director to execute and deliver the Note Purchase Agreement, all in substantially the form presented to the undersigned and such other documents as may be necessary or appropriate to accomplish the sale and delivery of the Notes in accordance with the foregoing; Seconded by Selectman Belanger. Roll Call Vote; Selectmen Joe Trombley, Bob Jordan, Cody Belanger and Adam Munguia all voting aye. Motion carried 4-0.

Motion by Selectman Jordan to authorize T.D. Bank, N.A. to serve as paying agent for the Notes. Seconded by Selectman Belanger. Roll Call Vote; Selectmen Joe Trombley, Bob Jordan, Cody Belanger and Adam Munguia all voting aye. Motion carried 4-0.

Motion by Selectman Jordan to approve the Signature and No Litigation Certificate with Receipt. Seconded by Selectman Belanger. Roll Call Vote; Selectmen Joe Trombley, Bob Jordan, Cody Belanger and Adam Munguia all voting aye. Motion carried 4-0.

Motion by Selectman Jordan to approve the Tax Certificate. Seconded by Selectman Belanger. Roll Call Vote; Selectmen Joe Trombley, Bob Jordan, Cody Belanger and Adam Munguia all voting aye. Motion carried 4-0.

Motion by Selectman Jordan to approve the General Obligation Bond Anticipation Note No. R-1. Seconded by Selectman Belanger. Roll Call Vote; Selectmen Joe Trombley, Bob Jordan, Cody Belanger and Adam Munguia all voting aye. Motion carried 4-0.

Motion by Selectman Jordan to approve the Note Purchase Agreement giving permission to Town Administrator Gregory C Dodge to sign on behalf of the Board of Selectmen. Seconded by Selectman Belanger. Roll Call Vote; Selectmen Joe Trombley, Bob Jordan, Cody Belanger and Adam Munguia all voting aye. Motion carried 4-0.

BUSINESS

DEFAULT BUDGET

The Default Budget was reviewed and discussed with the following motions made:

Motion by Selectman Belanger to remove \$385 from the BOS Line in default and proposed budgets. Seconded by Selectman Twombly. Motion carried 4-0.

Motion by Chairman Munguia to add \$300 to telephone line and \$2,940 to the internet line in the Government Building Budget. Seconded by Selectman Jordan. Motion carried 3-1. Selectman Belanger voting nay.

Selectman Belanger left the meeting.

Motion by Selectman Trombley to add \$2,700 back into the telephone line in the Safety Facility Budget and remove \$5,000 from the Police Budget telephone line. Seconded by Selectman Jordan. Motion carried 3-0.

Motion by Chairman Munguia to increase the Highway Budget to \$1,700 for Internet Service. Seconded by Selectman Jordan. Motion carried 3-0.

Motion by Chairman Munguia to increase the default Transfer Budget hauling service to \$8,500 and recycling to \$22,500. Seconded by Selectman Jordan. Motion carried 3-0.

Motion by Chairman Munguia to add \$900 to the default budget landfill assessment line. Seconded by Selectman Jordan. Motion carried 3-0.

Motion by Chairman Munguia to move \$210 into Recreation IT and \$330 for dues and subscription into the Default Budget. Seconded by Selectman Jordan. Motion carried 3-0.

Motion by Selectman Jordan to approve the default budget based on the modifications made tonight. Seconded by Chairman Munguia. Motion carried 3-0.

Selectman Belanger rejoined the meeting.

PROPOSED BUDGET

Increasing the cost of dump stickers and the proposed budget was discussed with the following motions:

Motion by Selectman Trombley to reduce the Transfer Station budget by 14,000 for the truck lease. Seconded by Selectman Jordan. Motion carried 4-0. The Water and Sewer Department should be advised of this change so they can revise their budget. There should also be a formal agreement with the Water and Sewer Department in place regarding the roll off truck.

Motion by Chairman Munguia to place the purchase of a trash compactor as a warrant article. Seconded by Selectman Trombley. Motion carried 4-0.

Motion by Selectman Trombley to reduce the highway budget engineering line by \$6,000. Seconded by Selectman Jordan. Motion carried 4-0.

Motion by Selectman Belanger to increase the Fire Department budget for 3 full time staff members. As there was not a second, this motion was not acted on.

Motion by Selectman Belanger to increase the fire department budget by \$12,000 adding 1 full time and 1 part time employee. Seconded by Selectman Jordan. Motion carried 4-0.

Police Chief Wallace discussed and explained he was taking one cruiser out of the proposed budget and buying one cruiser with the revolving fund as to cut his budget down.

Motion by Selectman Trombley to reduce the proposed Police Department budget by \$35,000 taking out one cruiser. Seconded by Selectman Belanger. Motion carried 4-0.

Motion by Chairman Munguia to approve the purchase order to Irwin Motors for 1 2021 Ford Explorer in the amount of \$32,912.00 to be paid from the revolving fund. Seconded by Selectman Trombley. Motion carried 4-0.

Purchase Order to H&H Locksmith Service for 4 Door Locks in the amount of \$3,802.00 was submitted for approval.

Motion by Selectman Jordan to approve the purchase order to H&H Locksmith Service for 4 Door Locks in the amount of \$3,802.00. Seconded by Selectman Trombley. Motion carried 4-0.

Motion by Selectman Belanger to remove the merit pool from both budgets. As there was not a second, this motion was not acted on.

Motion by Selectman Trombley to add a Warrant Article for the Part-Time position to change to a Full Time Position for the Town Clerk and Tax Collectors office. Seconded by Selectman Jordan. Motion carried 4-0.

Motion by Selectman Trombley to create a line for the Board of Selectmen to be paid a stipend for assignments in the amount of \$4,750 and a \$250 stipend for the Vice Chairman. Seconded by Selectman Jordan. Motion carried 3-1-0. Selectman Belanger voting nay.

Motion by Selectman Belanger to adjourn the meeting at 10:50 PM. Seconded by Selectman Jordan. Selectman Jordan rescinded his second.

Motion by Selectman Jordan to accept the proposed budget with the corrections made tonight. Seconded by Selectman Trombley. Motion carried 3-1-0. Selectman Belanger voting nay.

NE DRAGWAY SOLAR PROJECT

Motion by Selectman Belanger to table discussion on the NE Dragway Solar Project. Seconded by Selectman Jordan. Motion carried 4-0.

VETERAN'S CREDIT

Motion by Selectman Belanger to table discussion on the Veteran's Credits. Seconded by Selectman Jordan. Motion carried 4-0.

LAND USE CHANGE TAX

Motion by Selectman Belanger to table discussion on the Land Use Change Taxes. Seconded by Selectman Jordan. Motion carried 4-0.

ETV

Purchase Order to Access A/V for digital microphones upgrade in the amount of \$33,16.00 was submitted for approval.

Motion by Selectman Jordan to approve the purchase order to Access A/V for digital microphones upgrade in the amount of \$33,16.00. Seconded by Selectman Belanger. Motion carried 4-0.

Purchase Order to Castus Corporation for the ROKU Channel in the amount of \$2,500.00 was submitted for approval. This is a one-time fee.

Motion by Selectman Belanger to approve the purchase order to Castus Corporation for the ROKU Channel in the amount of \$2,500.00. Seconded by Selectman Jordan. Motion carried 4-0.

Purchase Order to Certified Computer Solution for 1 laptop in the amount of \$1,975.00 was submitted for approval. The other laptop is dedicated to the ZOOM meetings.

Motion by Selectman Jordan to approve the purchase order to Certified Computer Solution for 1 laptop in the amount of \$1,975.00. Seconded by Selectman Belanger. Motion carried 4-0.

RECREATION INCREASE

Motion by Selectman Belanger to table discussion on the Recreation increase. Seconded by Selectman Trombley. Motion carried 4-0.

PEDDLERS PERMIT

Peddlers Permit for Jeffrey LeDuc to sell cold sandwiches, hot dogs, soups and cold drinks at 427 Calef Highway. The "Dawg Shed" will be opened Tuesday – Saturday 11 am – 3 pm.

Motion by Selectman Jordan to approve the Peddlers Permit for Jeffrey LeDuc to sell cold sandwiches, hot dogs, soups and cold drinks at 427 Calef Highway. Seconded by Selectman Belanger. Motion carried 4-0.

ADMINISTRATOR'S REPORT

Town Administrator

Town Administrator Gregory C. Dodge mentioned he hasn't heard any remarks back from the board regarding changes to the NE Dragway Solar Agreement so he will forward the contract to the vendor.

Town Administrator Gregory C. Dodge announced the Budget Committee will be having a meeting Wednesday night. He will forward the budget discussed tonight to the committee for their review.

Town Administrator Gregory C. Dodge was going to ask about not meeting next Monday as its Christmas week but there is still the budget to contend with.

INDIVIDUAL SELECTMEN'S REPORTS

Selectman Cody Belanger

No Report

Selectman Bob Jordan

No Report

Selectman Mike Yergeau

Excused

Selectman Joe Trombley

Selectman Trombley asked Town Administrator Gregory C. Dodge to send him an update on the library railings.

Selectman Adam Munguia

Chairman Munguia thanked the Board of the Selectmen for all their hard work on the 2021 budget.

ADJOURN

Motion by Selectman Belanger to adjourn. Seconded by Selectman Jordan.

Motion carried 4-0.

Meeting adjourned at 11:00 PM.

Respectfully Submitted,

**Joyce Blanchard
Executive Secretary**

Adam Munguia, Chairman

Bob Jordan, Selectman

Mike Yergeau, Selectman

Joe Trombley, Selectman

Cody Belanger

Dated: December 21, 2020