

Town of Boscawen
Board of Selectmen
Boscawen Municipal Complex
Final meeting minutes
Wednesday, November 15, 2017 at 4:30pm

Present: Mark Varney, Roger Sanborn, Bernie Davis, Katie Phelps, Jason Killary, Ray Fisher, Dean Hollins, Kellee Jo Easler, Michelle Brochu, Alan Hardy, Sarah Gerlack

Excused: Nicole Hoyt

Chair Mark Varney opened the meeting at 4:40pm, led us in the Pledge of Allegiance and a moment of silence.

Caroletta Alicea State Rep -Came to represent the State, Town and School district. The State passed a bill amendment SB 193, Education Freedom Savings Account.

Senator Martha Fuller has a new bill it references a breakfast bill in NH so that school age kids don't start their day off hungry. Clark got a grant for the school breakfast bill - No Child Shall Start Their Day Hungry. It will cost each district approx. three cents per child after the grant is applied.

Ted Houston requests – Caroletta is working with State Representative John Coulter on the high way committee.

Boscawen Elementary School would like to thank the fire department for facilitating educational activates for them.

In light of the recent suicides and attempts in our district, the district is going to start a new letter to help reach out to the children to see it in some way it will help. Friday November 17 2017 at 6pm in Loudon will have a glow stick vigil at the recreation center in Loudon for suicide/suicide prevention.

Alan was asked to start a conversation about the Management Performance Grant for \$50,434 for a generator, When they commit the impact fees, the town wants to commit them locally to Boscawen Elementary so that's how the grant for the generator came about. There are matching funds that are available as the cost has gone over what we were able to contribute. At this point the school district has enough funds so Fred Reagan can proceed. The second half of impact fees contribution, if there was any money left over would go to the second means of egress project at Boscawen Elementary School.

We have two teachers retiring from Boscawen Elementary School in June of 2018 Bruce Curry and Diana Prescott.

Caroletta has contacted Christine from the Homestead Inn about attending a BOS meeting; she replied that she has not been invited. Caroletta strongly suggested that she attend tonight's meeting and she responded that she was too busy at this time and maybe next week would be better. Christine did express to Caroletta that she has not received a response from the town from an email she has sent. Caroletta has done all she can do by stopping by and sending emails and from this point forward she will not be reaching out to her anymore.

Caroletta also wanted to clarify that in October's News Vine it stated that she wanted the town to clean up her property for her. But she has been inquiring about grants to clean up the Stirrup Iron brook area that the public uses and families come and fish, she would just like some assistance for cleaning up garbage and trees and a bench for the public for them to come and sit and fish and talk. She will reach out with Dean if she hears anything about a grant.

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Michelle Brochu – Michelle is working on her budget for the year and is almost complete.

Motion –Chairman Mark Varney made a motion to accept the November 8 2017 meeting minutes Seconded by Selectman Roger Sanborn. All in favor.

Jason Killary Police Department – There were a couple of car accidents last week due to the snow fall, The cruiser is being decommissioned and once that is done they will get the new one set up with equipment .

Katie Phelps - Accountant/Human Resources Director – Presented the Treasurer's Report for September 2017. It's time to elect a FSA maximum for 2018. Currently we are at a \$1500.00 maximum and town employees have expressed interest in having that maximum increased to \$2000.00 a year. If a new employee starts at the first of the year and elects to take the FSA and then leaves before the year is over that is a liability for the Town because there is no way of getting that money back. Mark Varney asked how many people are enrolled. Katie said currently there are 8-9 employees enrolled. The 2018 IRS maximum is \$2650.00 and she is suggesting to increase the Town of Boscawen's to \$2000.00.

MOTION: Chairman Mark Varney made a motion to accept Katie's recommendation to increase the FSA maximum for 2018 to \$2000.00. Selectman Roger Sanborn seconded that. All in favor.

Katie presented a Stand-by Letter of Credit from the Federal Home Loan Bank in Boston. Treasurer Cheryl Mitchell confirmed it is not a line that we use, it's just a standby line of credit. Katie presented the updated signature cards for Franklin Savings Bank. We removed former accountant Pam Hardy and added Deputy Treasurer Kellee Jo Easler to all of them.

There was a minor error on last week's payroll that has been corrected and Katie presented the board with an updated journal entry to be signed off on so the books can be updated. Katie reported that Cheryl said that currently the General Fund is collateralized in different banks and they are looking to switch over to an FDIC insured plan. It's the same interest rate of .7% the only change would be the look of the statement. It would ensure that the money would be insured. Cheryl would just need a motion to keep it the same or to change it over to the FDIC insured account, ICS - Insured Cash Sweep.

MOTION - Selectman Bernie Davis made a motion that we change from a collateralized system to the FDIC insured ICS. Selectman Roger Sanborn seconded that. All in favor.

Fire Chief Ray Fisher – There is training on November 27 2017 on biohazard and fentanyl safety training. We have other volunteers coming from other fire departments as well. We have a brand

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new Christmas tree at the split donated to the Town by Black Forest Nursery and thanks to Dean and the public work's staff for putting it up. He will send them a thank you card.

Ray has done as the selectman advised him to do at the last meeting when it comes to paying the volunteer fire fighters and Chairman Mark Varney looked at it and said to go forward with it we will redoing the policy for next year.

Audience member who volunteers for the Fire Department spoke up and stated that they are volunteers and that they do a lot of different things and a lot of people make that happen. The most of the volunteers the list for filling in all their hours and will get a payout for those are mostly from calls during the day where someone who works out of town or doesn't have a flexible schedule are not able to make because they are not around during the day and they shouldn't be punished if they can only make calls during the evening. Boscawen as a Town also requires for the volunteers to be firefighter level certification 1 and there are some who would rather just drive a truck. There also needs to be a better way to keep the book keeping for who goes to the calls and if the call gets canceled they still don't get credit for the call.

Dean Hollins, Public Works Director: They did some repairs on the loaders on Tuesday, he went over to the Transfer Station to load some sand and there was a leak on the hydraulic valve had a leak. North Tracks put it all back together minus a few bolts, he spent 4 hours rebuilding the body and that will be on the way.

The Sewer at 19 Park Street is having problems, there was a pipe collapse in that area. It will be repaired either Thursday or Friday morning it should take about 5 hours to dig and fix what needs to be redone. Park Street and Oak street are our biggest problems.

Kellee Jo Easler, Planning and Community Development Assistant: December 6, 2017 Avitar will be coming in to meet with the selectman Mark will be bringing in someone from the DRA. The preliminary sales to assessment ratio is down to 86% and will also be talking about the reevaluation. That will be added to the agenda for the meeting on December 6, 2017.

Kellee presented a letter to set a date for the dedication for Crete's farm Agriculture of the year award Alan stated that the banner has been approved and they will be working out a date to drop it off with Crete's Farm. Chairman Mark Varney said to pick date and have everyone go down.

Alan Hardy, Co-Administrator:

The hot water in the Town building today was off while they were replacing an 80 gallon unit because it had rotted out and the expansion tank to the system failed as well. We will start redoing the HVAC systems during the fall and winter on their off season.

Nicole –From the desk of Nicole Hoyt Co –Administrator – Sarah Gerlack presented a HMA increase in the dues for 2018 paper to the BOS, Nicole would like to know if we wanted to do business with other companies we are currently in business with Twin Rivers for Copiers Chairman Mark Varney Said "Why fix a wheel that's not broke". Nicole has undeliverable tax bills that she

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would like to have Roger Sanborn to take a look at. Nicole has a request of an abatement for a town owned property that has been presented to the BOS.

MOTION –Chairman Mark Varney Make a motion for the refund for the abatement on the \$87.12. Seconded Selectman Bernie Davis. All in Favor

Nicole presented a letter from an upset tax paper and attached is a letter from the superintendent. The municipal part of the taxes went down and the Schools and County went up.

The Year to date tax revenue was presented to the BOS.
A warrant for the sewer for signatures.

MOTION – Chairman Mark Varney made a motion to accept the June 27, 2017- June 28, 2018 sewer assessment warrant. Seconded by Selectman Roger Sanborn. All in Favor.

Alan wanted to clarify that they are working on a bankruptcy case in Boscawen – Under that provision the property would be paying off the \$23, 000.00 owed the town in back taxes over the next five years at the required interest rate of 18 % and at the same time they will have to keep their taxes current. The \$23,000.00 will be coming through the bankruptcy court and if they fall behind we will have to deal with the Bankruptcy court through their appeal process.

MOTION: Mark Varney set a motion to adjourn at 5:37pm Seconded by Bernie Davis. All in favor.

***For unedited minutes please refer to The Town of Boscawen's Website**
Respectfully submitted by Sarah Gerlack