

Boscawen Selectmen's Regular Session  
Approved Meeting Minutes – September 2, 2015

Present: Craig Saltmarsh, Roger Sanborn, Bernie Davis, Nicole Hoyt, Kellee Easler, Alan Hardy, Jason Killary, Candace Haithwaite, Pamela Hardy, Dean Hollins, Ray Fisher, Michelle Brochu, Richard Cote, Mark Hess and Glenna Petrangelo.

Selectman Saltmarsh opened the meeting at 4:28 PM.

Mark Hess, Glenna Petrangelo and Richard Cote came before the board to discuss a few difficult neighbor issues. Both sides voiced their concerns to the Board of Selectmen. Mr. Cote also informed everyone that he is leaving the premises in a few weeks and the only animals that will be left will be the chickens. Mr. Cote voiced his concern about security cameras recording his property. Selectman Saltmarsh requested that Lieutenant Killary follow up with Chief Wyman on what is being recorded since the Chief is familiar with the situation and follow up with Mr. Cote.

Acceptance of Minutes – August 26, 2015 Public Session:

**Board Action:** Selectman Sanborn moved to accept the August 26<sup>th</sup> public minutes as amended. Selectman Davis seconded the motion. All in favor, the motion was approved.

Acceptance of Non-Public Minutes – August 26, 2015 Public Session:

**Board Action:** Selectman Sanborn moved to accept the August 26<sup>th</sup> public minutes as amended. Selectman Davis seconded the motion. All in favor, the motion was approved.

Administrative Assistant Candace Haithwaite made a suggestion to the Board to install an ATM machine inside the front entrance at the Municipal Complex. Candace is waiting for information from Franklin Savings Bank about the process and will let the Board know what is involved.

Lieutenant Killary informed the Board about multiple burglaries and they had make arrests and were able to obtain confessions and recover some stolen property. He also noted an increase of accidents at Tremont and Harris Hill Connector, maybe due to paving the road.

Fire Chief Ray Fisher informed the Board that the department is working on the Joint Loss/Safety Committee checklist. Ray has some concerns about electrical ground fault issues and he would like to switch the lights to LED lighting at the fire station. Co-Administrator Alan Hardy suggested coming up with an integrated plan and is working towards setting up safety corrections and improvements for budgeting these types of items. The list of electrical work is being coordinated with our electrician by Alan.

Town Clerk Michelle Brochu informed the Board that Ross Express has registered the bulk of their vehicles but will have more to register this month. She also reminded the Board of the Town Clerk Conference next week and that she has posted notices online and at the office that her window will be closed.

Selectman Saltmarsh inquired about a potential sign for the Transfer Station that could be used to share information about the Town Clerk's office and other Town news. Alan will check into

pricing for a sign similar to the one used by the Old Home Day committee. Public Works Director Dean Hollins also proposed fabricating a sign with wood and Plexiglas.

Accountant Pamela Hardy reported the MS 434 has been submitted to the Department of Revenue Administration. Pam also informed the Board that the DRA stated that they do not know when they are going to be getting the state information but it will not be prior to October 1<sup>st</sup>. Pam would like to start working with the department heads on next year's budget and put policies in place. The department heads will meet on October 2<sup>nd</sup> at 9:00 AM.

Co-Administrator Nicole Hoyt reminded the department heads that employee evaluations are due at the beginning of October and to plan accordingly.

Planning and Community Development Assistant Kellee Easler reported the MS1 has been submitted to the Department of Revenue Administration. Kellee also presented Joint Loss/Safety Committee packets to everyone present. Kellee reported that we should have an MSDA sheet on all chemicals. Alan suggested maybe creating a digital file for those items. Kellee has provided the Draft Safety Manual and checklist for the department heads to be completed and returned to her at the BOS meeting on 09.16.15. Items that cannot be addressed should be accompanied by an explanation or plans to correct the issue along with all changes to the Draft Manual Pam stressed the importance of getting this done so the insurance doesn't increase by 5%-7%.

Co-Administrator Hoyt presented a sewer abatement for the Board to sign. She also presented a property tax interest abatement for approval. This abatement was for a tax payment that was not entered in a timely manner. The selectmen approved the abatement.

Co-Administrator Hardy reported that 124 Corn Hill Road and 50 Jackson Street have sold. Alan confirmed that the Board wanted to list 23 Tremont, (with all contents), with Don Fannie. The Board confirmed. Alan also noted that he would start working on 40 Bailey as well.

Alan, Dean and Keith Pratt from Underwood looked at projects eligible for CDBG funding. Specifically, they looked at the Public Works sewer separation project Phase 3 and Phase 4; this is a 2.75 million dollar project. Alan doesn't feel that the Town can turn around this project quickly. Alan and Dean think we should wait for the Infiltration & Inflow report to be completed before making any other decisions. Alan met with Joe Harrison from CDFA, they have funding projects for LED conversion of street lights. Alan will be meeting with Energy Efficient Investments to put together a program.

Commercial Street, Keith put a call into the Brownfield Program. Next month they are announcing they have a new funding for a 200,000 assessment project and to follow up they have \$200,000 per problem. This is a 100% grant, not matching. The Town has been listed but we are not enrolled in the Brownfield Program. We need to file indemnity from prosecution.

At 5:45 PM, Selectman Sanborn moved to adjourn, seconded by Selectman Davis. All in favor, the motion was approved.

*Respectfully Submitted by Candace Haithwaite*