

Boscawen Selectmen's Regular Session  
Final Meeting Minutes • December 9, 2015  
Approved December 16, 2015

Present: Craig Saltmarsh, Roger Sanborn, Bernie Davis, Alan Hardy, Nicole Hoyt, Pamela Hardy, Ray Fisher, Dean Hollins, Kevin Wyman, Kellee Jo Easler, Michelle Brochu, Mark Varney and Candace Haithwaite

Chairman Saltmarsh opened the meeting at 3:37 PM.

Acceptance of Minutes – December 9, 2015 Public Session:

**Board Action:** Selectman Sanborn moved to accept the December 9<sup>th</sup> public minutes. Selectman Davis seconded the motion. All in favor, the motion was approved.

Town Clerk Michelle Brochu presented her budget and informed the Board that there are four elections this year but the Secretary of State advised to prepare for five. Due to the elections there is an increase in her budget. Other increases also include supplies for motor vehicle processing no longer supplied by the state.

Public Works Director Dean Hollins presented the Public Works and Solid Waste budget. Dean explained many factors in his budget including road resurfacing, tipping fees and fuel cost.

Tax Collector Nicole Hoyt presented her budget to the Board. She noted that the expenses for tax deeding have been moved from the supply budget to the tax collect budget. Nicole also informed the Board that the salary for the Deputy Tax Collector was incorrect in this year's budget but will be correct in 2016. There is also an additional cost for the software add-on calculating the sewer bills. This software enhancement will save our staff time in the long term and also reduce input errors at the same time.

Human Resources Director Pamela Hardy presented the Personal Administration budget. She explained the cost of health insurance, worker's comp insurance and unemployment compensation. The Fire Fighter's insurance will be transferred out of the Personal Administration budget to the Fire Department budget at no additional expense to the Town.

**Board Action:** Selectman Davis moved to transfer the \$9181 from the Personal Administration budget to the Fire Department budget. Chairman Saltmarsh seconded the motion. All in favor, the motion was approved.

Dave Collins and Shawn Brechtel from Penacook Rescue Squad presented the Board with the annual audit with their annual request for disbursement of funds. Dave discussed the new billing system, the new boat and some of the issues and services in mutual aid. The Penacook Rescue Squad is asking the Town of Boscawen for \$48,060, same as last year, to help support the services the squad provides.

**Board Action:** Selectman Sanborn moved to disburse funds to Penacook Rescue Squad, for \$48,060, as the audit condition has been satisfied. Selectman Davis seconded the motion. All in favor, the motion was approved.

Police Chief Kevin Wyman informed the Board that the Christmas for Kids program had about 75 children and items can be picked up Monday and Tuesday of next week.

Public Works Director Dean Hollins informed the Board that the he was working with a business in town on removing a large volume of waste material.

Co-Administrator Alan Hardy reported that the committee has finished up on most of the Capital Improvement Plan but waiting on one piece of information; once received, it can go to the Budget Committee. Four out of the six members would like to continue on the Budget Committee. He is waiting to hear from the other two. Alan informed the Board of a relocation of a business on King Street and he is working with them on the site plan and has asked that patience with the situation would be appreciated. He also brought up that someone has been trailblazing through the Town Forest that is not sanctioned by the Conservation Commission. Alan also updated the Board on the situation holding up the sale of 23 Tremont. Finally, the 1913 Library – the BOS signed a check reimbursing Bill Murphy for the materials used to repair the window well covers for the building. The BOS did wish to acknowledge and thank Bill for the generous donation of labor, (value \$400.00), for the work repairing the well covers.

Tax Collector Nicole Hoyt presented an annual agreement from Total Notice. This is the service used for tax deeding. The price for this service is \$3,300 which remains the same as last year.

**Board Action:** Selectman Sanborn moved to accept the agreement for Total Notice. Chairman Saltmarsh seconded the motion. All in favor, the motion was approved.

Co-Administrator Nicole Hoyt presented an agreement from MeTel phone lines for two years. A discounted rate of a least 9.33% was offered for two years.

**Board Action:** Selectman Davis moved to accept the agreement for MeTel. Selectman Sanborn seconded the motion. All in favor, the motion was approved.

There being no further business, Chairman Saltmarsh moved to adjourn, seconded by Selectman Sanborn. Meeting adjourned at 5:26 PM.

*Respectfully Submitted by Candace Haithwaite*