

Boscawen Selectman's Regular Session  
Final Meeting Minutes • February 25, 2015

Present: Craig Saltmarsh, Roger Sanborn, Bernie Davis, Nicole Hoyt, Alan Hardy, Kellee Easler, Pam Hardy, Michelle Brochu, Ray Fisher, Deb Hinds, Tom Gilmore and Leslie Palmer

Chairman Saltmarsh opened the meeting at 4:37 PM.

Deb Hinds and Tom Gilmore, representing the Conservation Commission, met with the Board to discuss work to date at the Town Forest. The foundation area has been brush hogged, with more work to be completed in the spring. New trail signs have been ordered and the Town line has been clearly marked. Picnic tables will be installed in the spring.

Chairperson Hinds also provided the Board with a maps and information on another piece of property in Town which perhaps could be used by the public. The parcel has a shallow water table, steep slopes and restrictive ledge making it undevelopable. She discussed the possibility of using Town and Conservation Funds to purchase the property. Discussion followed regarding the development of trails utilizing the current snow mobile trails and the creation of an area to park cars. Selectman Davis remarked that in the past, there was talk of creating a Senior Center on this property. Chairperson Hines added that trails with parking and benches could be created with seniors in mind. The Board agreed to begin looking into the possibility of the purchase, which would have to go before the Town with hearings through the Conservation Commission.

Acting Town Clerk Michelle Brochu reported that both she and the Tax Collector had several customers last Thursday during their extended hour and that residents continue to be appreciative of the later evening. Discussion followed regarding the upcoming Town Election on March 10<sup>th</sup>; the Board indicated that they would like to meet with Acting Assistant Moderator Charlie Niebling prior the 10<sup>th</sup>.

**Action Plan: Town Clerk Brochu will contact Charlie to set up a time to meet with the Board.**

Town Clerk Brochu presented two contracts from Recharged Business Solutions for Board approval; one for the building of the Town website and one for monthly maintenance of the website.

**Board Action:** Selectman Sanborn moved to approve the Town contract with Recharged Business Solutions for the building of the Town website for \$3,360, payable in three installments of \$1,120 each. Selectman Davis seconded the motion. All in favor, the motion was approved.

**Board Action:** Selectman Davis moved to approve the Town contract with Recharged Business Solutions for monthly maintenance of the Town website at a rate of \$200/month. Selectman Sanborn seconded the motion. All in favor, the motion was approved.

Town Clerk Brochu also discussed a recent situation regarding the use of her computer by a local funeral director to print requests for Death Certificates when his printer was temporarily out of order. She called the State of New Hampshire Vital Records department to ask if it was a conflict to allow use of her computer; the department felt it posed no conflict. The Board agreed.

Fire Chief Ray Fisher indicated that three firefighters have resigned in the last week. Also, a representative from Unitil checked the electric meter at the Fire Station and determined it was working correctly. The cause for the high electrical usage still has not been determined.

**Action Plan: Chief Fisher will contact Russell Towle about shoveling off the Fire Station roof.**

Planning and Community Development Director Alan Hardy discussed the creation of a policy in which local landlords would be subject to a life safety and health inspection prior to tenants receiving rental assistance from the Town. He referenced several towns currently enforcing this. Following discussion, the Board agreed to create such a policy.

**Board Action:** Selectman Sanborn moved to authorize Director Hardy to work with Town Counsel to create a life safety and health inspection policy for landlords prior to tenants receiving rental assistance. Selectman Davis seconded the motion. All in favor, the motion was approved.

Discussion took place regarding the Boscawen Congregational Church and their current property tax situation. The Board expressed hope that a solution could be reached to alleviate their tax burden.

**Board Action:** Selectman Sanborn moved to authorize Town staff to reach out to the Boscawen Congregational Church and the Church's lawyer to develop a creative solution which would allow their property to be tax exempt. Chairman Saltmarsh seconded the motion. All in favor, the motion was approved.

Town Accountant Pam Hardy brought forward a \$100 donation from the Sons of Union Veterans of the Civil War, sent as a thank you for monthly use of the Town Hall, for Board approval.

**Board Action:** Selectman Sanborn moved to accept a \$100 donation from the Sons of Union Veterans of the Civil War. Selectman Davis seconded the motion. All in favor, the motion was approved.

Tax Collector Nicole Hoyt presented a deeded property letter as well as a Property Tax Payment Agreement for Board Signature. She also brought forward a request from a resident to waive ½ of the interest paid on a 2013 property tax lien.

**Board Action:** Selectman Davis moved to approve the waiving of ½ of the interest paid by a resident on a 2013 property tax lien. Chairman Saltmarsh seconded the motion. All in favor, the motion was approved.

Approval of Minutes: January 14, 2015 Non-Public Session:

**Board Action:** Selectman Sanborn moved to approve the January 14<sup>th</sup> non-public minutes as written. Chairman Saltmarsh seconded the motion. All in favor, the motion was approved.

Approval of Minutes: February 4, 2015 Non-Public Session:

**Board Action:** Selectman Davis moved to approve the February 4<sup>th</sup> non-public minutes as written. Selectman Sanborn seconded the motion. All in favor, the motion was approved.

Director Hardy reported that a new thermostat with remote access has been installed in the Town Clerk's office to more efficiently control the heating system. He and Public Works Director Dean Hollins will be meeting with Keith Pratt from Underwood Engineers next Thursday from 9:00 am to noon to discuss the I & I study to determine where clear water is infiltrating the sewer system. He invited Selectmen to attend.

Director Hardy also reported that the Town Auditors booked a 2013 receivable for money overdrawn in the account created for the Boscawen Canterbury Bridge removal project. Once the Town receives reimbursement from the State of New Hampshire, that money can be used for the construction of the Kiosk at the former Bridge site. Therefore, Warrant Article #16, which asks to raise and appropriate \$25,000 to be added to the Capital Reserve Fund established for this purpose, will not be necessary.

Director Hardy brought forward a request from the Boscawen Congregational Church to waive building permit and inspection fees related to the Parsonage. The Board approved the request.

**Board Action:** Selectman Sanborn moved to waive building permit and inspection fees for the Boscawen Congregational Church related to the Parsonage. Chairman Saltmarsh seconded the motion. All in favor, the motion was approved.

Director Hardy asked for Board approval to allow Penacook Rescue to replace a broken light on the exterior of the Torrent building. Director Hardy will inspect the work when completed. The Board approved the request.

Director Hardy discussed with the Board annual traffic counts to be conducted by the NH Department of Transportation. Following a discussion of potential sites throughout Town, Selectmen asked that the Chief of Police and the Planning Board develop a list of sites.

Planning and Community Development Assistant Kellee Easler reported that Planning Board Chairman Bruce Crawford would like to schedule a listening session with the Land Use Department, Selectmen, Public Works Director Dean Hollins, John Porter and Adam Crete to discuss the creation of parking at the Rail Trail. The Board agreed.

Assistant Easler presented a current use application and two veteran's exemptions for Board signature. She also recommended creating a policy for subdividing and numbering lots which will help with deed research.

**Board Action:** Selectman Sanborn moved to authorize the creation of policy for subdividing and numbering lots. Selectman Davis seconded the motion. All in favor, the motion was approved.

Approval of Minutes: February 4, 2015 Public Session:

**Board Action:** Selectman Davis moved to approve the February 4<sup>th</sup> public minutes as amended. Selectman Sanborn seconded the motion. All in favor, the motion was approved.

Approval of Minutes: February 11, 2015 Public Session:

**Board Action:** Selectman Sanborn moved to approve the February 11<sup>th</sup> public minutes as written. Chairman Saltmarsh seconded the motion. All in favor, the motion was approved.

At 6:25 PM, Selectman Sanborn requested to go into Non-Public Session under RSA 91-A:3 IIe to discuss a legal matter and Chairman Saltmarsh seconded. All in favor, the motion was approved.

A motion was made by Chairman Saltmarsh to come out of Non-Public Session at 6:40 PM and Selectman Sanborn seconded. All in favor, the motion was approved.

At 6:40 PM, Selectman Sanborn moved to adjourn, seconded by Chairman Saltmarsh. All in favor, meeting adjourned.

*Respectfully submitted by Leslie M. Palmer*