

Boscawen Selectmen's Regular Session

Final Meeting Minutes – 03.08.17

**Present:** Roger Sanborn, Bernard Davis, Jr., Mark Varney, Pamela Hardy, Alan Hardy, Kellee Jo Easler, Nicole Hoyt, Dean Hollins, Ray Fisher, Michelle Brochu, and Katie Phelps.

**Absent:** Kevin Wyman

Chairman Sanborn opened the meeting at 4:30pm.

Chairman Sanborn led the pledge of allegiance and a moment of silence.

Jack Shields – Rail Trail Update:

Jack Shields notified the board that he had intended to send an email asking for permission to install a small kiosk at Hannah Dustin but forgot to send it. Alan showed a picture of the kiosk to the board. Jack is seeking retroactive permission from the board to install the kiosk that he already built. He offered the bulletin board in the event that the Town wanted to post anything.

**Motion made by Bernie Davis, and seconded by Mark Varney to give retroactive permission to Jack Shields to install a kiosk at Hannah Dustin. All in favor.**

Mike Tardiff (CNHRPC) – King St TIP Proposal:

Mike Tardiff informed the board that they are looking for projects to include in the State of New Hampshire Ten Year Plan (TYP). It is evaluated and revised every two years. It is for the Transportation Improvement Program (TIP). He thought it might be a good time to think about getting the King St Route 3 & 4 split project onto the list. A public hearing on the draft TIP will be held on April 13, 2017 in the Community Resource Center at Horseshoe Pond Place, 26 Commercial Street in Concord beginning at 7:00pm.

Commercial Street Update:

Alan informed the board that he received an email from Judd Newcomb from Credere, LLC regarding the soil/sludge sample results taken from around the tank in the soap building. The soil outside of the tank showed trace detections of contaminants and hydrocarbons – but levels are below NH DES standards. The material inside the tank was a white material that came back high for hydrocarbons, but was reported to be a fatty acid and not a petroleum product. Credere LLC has given NH DES the update and is waiting to hear how this may affect the petroleum funds as well as assessment/cleanup requirements.

Charlie Niebling – Moderator:

Charlie said he is making himself available to answer any questions or concerns the board may have about Town Meeting next week. Mark Varney brought up two concerns – one was having the Supervisors of the Checklist at the front so that residents could be checked in when they come through the door. It would prevent unauthorized people from voting. Secondly, if the voters could have a card to show during voting it would make counting easier. When the voters arrive at Town Meeting they will be issued the card. Paper ballots will be available if anyone requests one.

Review of Prior Meeting's Minutes:

The board reviewed public and non-public minutes from March 1, 2017. There were unclear sections within the public minutes that need to be edited.

**ACTION ITEM:** Alan will edit the public minutes from 3/1/17 for the board to review next week.

**Motion made by Bernie Davis, and seconded by Mark Varney to accept the non-public minutes from the March 1, 2017 meeting as written. All in favor.**

Accounting/Human Resources:

Pam Hardy said she received the Library by-laws from Lawre Murphy. The information was sent to Ashley at Plodzick & Sanderson and she felt that clarified everything. The Library is in fact part of the town. The audit is almost completed. Plodzick & Sanderson would like to present the audit this year which will allow for any questions to be answered.

Library Update:

Alan Hardy said from a legal aspect there is almost no way that a library can be a separate organization unless they are privately funded. From a responsibility standpoint, the town is responsible for the infrastructure and the library is responsible for the content within. They will be part of the town audit. Nicole asked if their employees were considered part of the town because they weren't listed in the employee salary portion of the town report. Alan said the town is giving them a specific amount of money and they are handling it from there. We don't control how they allocate the money.

Town Clerk:

Michelle Brochu stated that the Motor Vehicle system was down statewide for most of the day today. When it finally came back up in the afternoon she was very busy. The Acuvote machine has been tested and is running properly. She is ready for Town Meeting.

Police Department:

Chief Kevin Wyman was absent.

Public Works:

Dean Hollins has nothing new to report.

Fire Department:

Chief Ray Fisher says there was a brush fire on Monday on Silk Farm Road. Nothing was ready. Concord was able to fill them with water.

Assessing/Health Officer:

Kellee Jo Easler said that County Forester Tim Fleury was in the office today researching town owned properties over 10 acres to ensure that our maps match GRANIT. There was a concern noted by a tenant at Kesevan and Alan and Kellee inspected last Friday. The landlord has agreed to fix the areas of concern.

Tax Collector:

Nicole Hoyt said the top three applicants for the Administrative position are arriving tonight to meet with the Selectmen. She has prepared the Mortgage Search List for Total Notice for deeding. She will be deeding the 2014 lien this year. At this point there are 20 properties on the list which totals \$54,669.08 in taxes. Those have been submitted to Total Notice. There was a resident on North Main Street who was upset about the interest and penalties accruing. She informed the Board that they may hear from the resident at some point. By the time homes go to deed, there are at least eight notices sent to inform the resident so they know it is coming. Caroletta Alicea sent an email to the BOS to remind them of the School Board meeting on 3/9/17. Lorie Carey is on the ballot. Caroletta is stepping down as Policy Chair after the annual meeting tomorrow.

Water Precinct Update:

Alan Hardy stated that none of the Commissioners have confirmed receipt of their last letter. He asked that the Selectmen sign a new copy of the previous letter so that he can scan and send it by email. Mark suggested adding a read receipt to the email for tracking purposes.

Planning & Community Development:

Alan Hardy said Joe Haas has filed a 91A request. They are looking for the Selectmen's oath of office for the 2016 timeframe, property & liability insurance for air and emissions as well as information about Executive Counselor Colin Van Ostern being here in 2015. Research of past minutes suggests he was here in 2014. Mr. Haas alleges that the board stated they would invite Colin Van Ostern to a meeting and that he would be notified when he was scheduled to attend a meeting. The board didn't recall inviting Colin Van Ostern to a meeting. Discussion ensued. Alan will respond through counsel tomorrow.

Chairman Sanborn stated he has a non-public issue to discuss.

Chief Ray Fisher expressed a concern that the Penacook Rescue Squad is seeking \$60,000 this year and that the fire department has had to respond four times because they weren't available.

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**Motion to move into non-public session per RSA 91-A: 3, II (c) made by Mark Varney, and seconded by Bernie Davis. All in favor. Roll Call: Roger Sanborn – yes, Bernie Davis – yes, Mark Varney – yes.**

**Motion to leave non-public session made by Mark Varney, and seconded by Bernie Davis. All in favor. Roll Call: Roger Sanborn – yes, Bernie Davis – yes, Mark Varney – yes.**

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**Motion to move into non-public session per RSA 91-A:3, II (b) made by Mark Varney, and seconded by Bernie Davis. All in favor. Roll Call: Roger Sanborn – yes, Bernie Davis – yes, Mark Varney – yes.**

**Motion to leave non-public session made by Bernie Davis, and seconded by Mark Varney. All in favor. Roll Call: Roger Sanborn – yes, Bernie Davis – yes, Mark Varney – yes.**

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**Motion to seal the non-public sessions made by Mark Varney, and seconded by Bernie Davis. All in favor.**

**Motion to adjourn the meeting at 7:00pm made by Mark Varney, and seconded by Bernie Davis. All in favor.**

*Minutes respectfully submitted by Katie Phelps*