

Town of Boscawen
Board of Selectmen
Final Minutes
Wednesday, January 2, 2019 at 5:00pm

In attendance: Mark Varney, Edward Cherian, Katie Phelps, Jason Killary, Ray Fisher , Dean Hollins, Kellee Easler, Alan Hardy, Nicole Hoyt and Sarah Gerlack.

Chairman Mark Varney opened the meeting with the pledge of allegiance at 5:00PM and a moment of silence.

Human Resource and Finance Director Katie Phelps presented the Board with the Personnel Policy. The Personnel Policy will continue to be a working document as the policy's need to be updated.

Chairman Mark Varney made a motion to approve the Personnel Policy as a working document and subject to change. Selectman Edward Cherian seconded. All in favor.

Katie presented the Board with two transfers for signature.

Chairman Mark Varney made a motion for the Trustee of the Trust Funds transfer \$1,435.00 from the Municipal Building (IT) Capital Reserve Fund to the General Fund to reimburse the General Fund for the following expenditures: Cybertron – Laptop, Network Adapter, Windows 10 License totaling \$1,435.00. Selectman Edward Cherian seconded. All in favor.

Chairman Mark Varney made a motion for the Trustees of the Trust Funds transfer \$425.85 from the Town Wide Safety Equipment Capital Reserve Fund to the General Fund to reimburse the general fund for the following expenditures: Joe King's Shoe Shop –Safety Shoes KE,AH,KP totaling \$425.85. Selectman Edward Cherian seconded. All in favor.

Katie mentioned that she has received six applications for the Fire Chief position and will be setting up the interviews with the candidates for their panel interview.

Katie addressed the Board with The Town Beatification line item in the budget. The budget line is currently \$1,250.00 for the year and Katie asked if the Board would like to keep it at that amount. The Board agreed to keep the Town Beatification line at \$1,250.00.

Katie questions how to pay the stipend for the Treasurer and Deputy Treasurer for 2019. The Board has directed Katie to pay the same way as in 2018 until after Town Meeting in March.

Budget Presentations

Katie presented the Board with the Personnel Budget for the 2019 budget. Overall there was an increase which includes Insurance, New Employees and Exempt Employee Vacation Buyout.

Katie mentioned that she had added the updated Public Works and Old Home Day budgets to the Budget Books.

The Board of Selectmen have increased the Fire Department Budget salary line by \$33,000.00 to cover the full salaries of the Fire Fighters stipend and Fire Chief in the event they reach their yearly

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calls.

Chairman Mark Varney made a motion to approve the Firefighter Budget with the changes to the salary line. Selectmen Edward Cherian seconded. All in favor.

Fire Chief Ray Fisher mentioned that the Fire Department hauled Santa Claus and his Elves to the Legion as they have done for many years.

Ray mentioned that the new exhaust system for the Fire Station is being installed this week.

Ray let the Board know that on January 14th the elections at the Fire Station will be held. Historically the Fire Chief and the Deputy Fire Chief have counted the ballots. Currently Ray is without a Deputy and asked if a member of the Police department or a Selectmen could attend and count the ballots with him. Chairman Mark Varney said that he would be there.

Town Clerk/Tax Collector Nicole Hoyt mentioned now that 2018 is behind us she has been able to close out DMV for the year and the MS-61 for Tax Collect has been completed.

Nicole mentioned that by now we have been able to start registering dogs for 2019. Currently the dog tags have not been delivered and are estimated to be delivered the week of January 11th and she has been in constant contact with the company.

Town Administrator Alan Hardy presented the Board with the appeal regarding the Mary Weeks Family Trust vs the Town of Boscawen for review. The Board would like to track the legal fees separately for this case.

Alan wanted to mention that the Board of Selectmen have a meeting with the School Board on January 10th at 6:30pm.

Chairman Mark Varney made a motion to adjourn the public meeting at 5:30PM. Selectman Edward Cherian seconded. All in favor.

Respectfully submitted by Sarah Gerlack