

**Town of Boscawen**  
**Board of Selectmen**  
Final Minutes  
Wednesday, November 28, 2018 at 5:00pm

In attendance: Mark Varney, Roger Sanborn, Edward Cherian, Katie Phelps, Kevin Wyman, 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 4:45pm and a moment of silence.

**Scheduled Speakers**

The Board of Selectmen have invited the Select boards from Salisbury, Chairman Ken Ross-Raymond, Selectman Pete Ballou and Selectman Joe Schmidl and Canterbury Chairman Art Hudson, Board member Cheryl Gordon and Board member George Glines to have a joint meeting regarding Penacook Rescues budget request for 2019. Boscawen and Canterbury asked Salisbury if they will be presenting the budget to their town at Town Meeting. The question is asked because Penacook Rescue has the budget set up with two towns paying in and three towns paying in and for the past few years it has Boscawen and Canterbury paying. Salisbury said that it has been presented to their budget committee and they believe it will be presented at town meeting. Salisbury still has a lot of questions for Penacook Rescue before they present it and have a meeting with them coming up. Boscawen has sent a letter to Penacook Rescue asking questions they had as well and have not heard back. Salisbury would like to get the three towns together to have a meeting with Franklin. Salisbury Chief has met with Franklin about regionalizing. It was asked if Penacook Rescue could instead charge per call and that would be a question for them. Town Administrator Alan Hardy mentioned that Penacook Rescue has said that they are getting less per a call on all County calls and that was a big part of their income. All Towns are in agreement that there is not enough time to make a quick decision on new services for this upcoming year but plan to start making plans for the following year after Town meeting. Salisbury mentioned that they are not in need of 24/7 service from Penacook Rescue and they have it presented as they are providing 24/7 to each town. The Boards recognize that Penacook Rescue is having to pay per diem staff where it used to be majority volunteers that is not the issues that arises. It was mentioned by all three towns that it has been said that if Penacook Rescue doesn't get the funding then they may not survive another year. The Boards are considering having a conversation with Penacook Rescue about the budget change from \$400,000.00-\$300,000.00 and have them do a separate warrant article for the remainder \$100,000.00. The Town of Boscawen was prepared to present an increase this year to the tax payers from \$90,000.00 to \$135,000.00 which Penacook Rescue had announced at Town Meeting last year to the residents and now it is upwards to \$254,000.00 this year. There is no question that the service that Penacook Rescue provides is good service and they have had very little problems with them. All three Towns would like to have the opportunity to sit down with Penacook Rescue together. The Board will reach out to Penacook Rescue to set up a meeting.

The Board invited Ross Cunningham to come to speak to the Board today to have an open conversation with the Board to see what we may need from them and what they may need from the Town. Ross is the new Merrimack County Executive Administrator. He mentioned that they have been successful with the Community Corrections facility and they have put through the program 60 inmates and 25 have not returned to custody. They have been successfully treating people for the last year. The Facilities Director is doing a great job on cleaning up and will start addressing things to

**Town of Boscawen**  
**Board of Selectmen**  
Final Minutes  
Wednesday, November 28, 2018 at 5:00pm

streamline. The Board mentions that a big portion of our emergency calls are from the county facilities and asks Ross if they servicing them well. Ross mentioned that they have had very few concerns from both Franklin and Boscawen's first responders to the County Facilities.

Treasurer Paula Dill came to speak to the Board about a new deposit policy that she would like to implement for the Towns deposits. Paula suggests that the deposits are done by the night deposit drop box at the bank. Paula would also like to have incoming checks to be logged and the person that would be in charge of logging should not be a person who intakes the mail or does deposits. She will work on a spreadsheet that will work for that process and will get with Katie and Alan to work on a new deposit and check logging policy.

**Chairman Mark Varney made a motion to approve the Consent Agenda. Selectman Edward Cherian seconded. All in favor.**

Human Resource and Finance Director Katie Phelps asked the Board if they would like her to bring warrant article request to the Board as they come in or after the deadline of December 15<sup>th</sup>. The Board said to put them in order and bring them in next week for review.

Katie had given each department head a copy of the revised Employee Manual and the Board has opened the floor for discussion. Chief Police Kevin Wyman had a few questions about the changes in the employee manual and had previously emailed the Board to ask questions. A few questions that he brought to the discussion tonight was the four hour call out for nonexempt employees and the Board mentioned that it will be added back into the manual. Kevin also asked about the retirement. Katie mentioned that they are still working on that section and the current employees would be grandfathered in. The holiday pay was a question Kevin had from his staff at the Police Department. Kevin mentioned that currently if they work the holiday they get time and a half and if they don't work it they get straight hours for the holiday. Kevin mentions that if the Town Office has the day off as a holiday why would the Police Department not get paid for that extra day as holiday pay on a day that is observed as a holiday by the Town. The Board would like to reach out to other departments to see what works with them and work on making a policy.

Town Administrator Alan Hardy has scheduled a Public Hearing for December 12<sup>th</sup> at 5pm for the Sewer User Ordinance.

Alan mentioned that the Board recommended that the Town be members of NHSEA new association as talked about at last week's meeting.

**Selectman Edward Cherian made a motion to join the NESEA as a Municipal member for 2019 for \$250.00. Selectman Roger Sanborn seconded. All in favor.**

Alan mentioned that he has received the signed document back from Briar Hydro's PILOT agreement.

**Town of Boscawen**  
**Board of Selectmen**  
Final Minutes  
Wednesday, November 28, 2018 at 5:00pm

Alan mentioned in light of the computer problem we have experienced. Tracey Rich has installed an extra layer security to the email that is coming in to the inboxes. Alan has scheduled to have Tracey come in on Thursday 12/6 during the lunch hour to give a presentation on what to look for before opening an email. The software that attacked the Town was designed specifically to attack Municipalities.

Alan presented the Board with the Comcast rate changes and the changes will be posted on the website.

Fire Chief Ray Fisher let the Board know that the engine is back and the repairs cost \$1217.00. Ray is still working in getting a price quote for the ventilation work that needs to be done at the Fire Department.

Ray covered Smokey the Bear up for the winter.

Public Works Director Dean Hollins let the Board know that one of the trucks broke down last week. The fuel pressure regulation and dual plug modulator once the truck was fixed the check engine light came on and it is back in the shop.

Dean mentioned that the trash and cardboard compactors were serviced today. Dean let the Board know that the transfer station will be closed December 26<sup>th</sup> and will be open on Thursday December 27<sup>th</sup>.

Planning and Community Development Director Kellee Easler presented the Board with a veterans Exemption for signature.

Kellee mentioned that last week there was question on Riverbend's site plan and whether or not they have staffing requirements. It was found that there are no restrictions on staffing.

Kellee has two street name change proposals from the property owner. Kesavan Drive proposed to change to Villa Brasi Lane and off Tremont Street to be changed to Norac Drive. Both have been E-911 approved.

**Chairman Mark Varney made a motion to approve the two road name changes. Selectman Edward Cherian seconded. All in favor.**

Administrator Alan Hardy handed out the schedule of events calendar leading up to Town meeting to the Board.

There will be no Board of Selectmen meeting on December 26<sup>th</sup>.

**Chairman Mark Varney made a motion to go into nonpublic RSA 91-A: 3, II (a). Selectman**

**Town of Boscawen**  
**Board of Selectmen**  
Final Minutes  
Wednesday, November 28, 2018 at 5:00pm

**Roger Sanborn seconded. All in favor.**

**Chairman Mark Varney made a motion to adjourn the public meeting at 7:25PM. Selectman Roger Sanborn seconded. All in favor.**

Respectfully submitted by Sarah Gerlack