

Boscawen Selectmen's Regular Meeting  
Final Minutes 07.19.17  
Approved on 08.09.17

**Present:** Chair Mark Varney, Selectman Bernie Davis, Selectman Roger Sanborn, Nicole Hoyt, Alan Hardy, Pennie Vigue, Katie Phelps, Joel Lorden, Ray Fisher, Kellee Easler, Kevin Wyman and Michelle Brochu.

**Excused:** Dean Hollins

Selectman Varney opened the meeting at 4:30pm, led us in the Pledge of Allegiance and a moment of silence.

**Administrative Assistant, Pennie Vigue:** Pennie had one set of public meeting minutes dated 07.05.17 for approval. Selectman Varney moved to accept the minutes, Selectman Davis seconded that motion, all in favor.

**Accountant, Katie Phelps:** Katie requested a motion to move funds from the Police Department capital reserve to the general fund in the amount of \$25,286.00 to pay for the new police cruiser. Selectman Sanborn moved to move the funds, Selectman Varney seconded that motion, all in favor.

**Police Chief, Kevin Wyman:** Kevin has been working on the park ordinance. Parking at Jamie Welch field has been a discussion, discussion will continue until ideas become sustainable. Selectman Varney suggested no parking between "no parking" signs set approximately 50 feet apart. Selectman Davis will pick up posts and signs. There was also discussion in regard to whether or not it would be a good idea to block off the gate down back of the park during winter months. The potentially new park ordinances will cover all Town parks. A public hearing will be scheduled for August 9<sup>th</sup> in the fourth floor meeting room after 4:30pm to discuss these updates to the ordinance under RSA 41:11.

**Public Works, Joel Lorden:** Joel reports that paving has begun on Circle Drive, Robin Road, Dove Road and Goodhue Road will be paved tomorrow.

**Fire Chief, Ray Fisher:** Boat training still is and will continue, trainings are scheduled currently for this Saturday and next Saturday.

**Emergency Management Director, Shawn Brechtel:** Shawn has been diligently working with others on an Emergency Operations plan for the Town. The draft is complete and ready for Department Heads to look over their sections for review. Shawn would then like to see the plan go straight to the State of N.H. and FEMA for approval. Shawn is concerned about editing and waiting on sending the plan for approval because then we would be bringing the plan to the State

of N.H. and FEMA twice prolonging the implementation. Shawn would like to bring it to the State of N.H. and FEMA only once. September is the deadline to have the Emergency Operations Plan complete. The Town will need a M.O.U from the school district to be used as an emergency shelter, the school would also have to meet expectations for a shelter prior to use. The impact fees we provide to the school district could cover the generators, showers, etc. For now, the Boscawen Town Hall will be the first option for shelter, secondary will be the school. Meals can be provided out of the Fire Station. The National Information Management System is needed for Selectmen, Administrators, the Police Department and the Fire Station. There are also incident command system specific courses Shawn would like to see all first responders take either for the first time or as a refresher course if the course hasn't been taken in the past ten years. Discussion will continue next Wednesday in regard to the Emergency Operations Plan. The public hearing for the emergency management plan will be held on August 9<sup>th</sup>, 2017 at 4:30pm.

**Town Clerk, Michelle Brochu:** Michelle is requesting that everyone take a look at their sections of the website for old events, errors, or new content you would like to add, etc. and let her know to update.

**Planning and Community Development Assistant, Kellee Easler:** Kellee met with Mark Stetson of Avitar Associates in regard to research on an assessment dispute of a barn on High Street. The Board of Selectmen will meet with Mark on August 16, 2017 to go over the research and determine if there should be any changes. A barn easement at 236 King Street needs to be signed with the owners and Board of Selectmen by the end of August for the NH DRA MS-1 filing. Kellee has been receiving calls in regard to campers on various lots in Town. Our Town Zoning Ordinance only supports one camper per lot, for only 24 weeks per year and must be inspected annually by the Health Officer. This situation can only be changed at the next Town meeting. There are also a couple of people talking with the office about building tiny homes. The hope is that they will seek guidance on the septic system from NH D.E.S. Kellee had three housing inspections this week with Ray Fisher. Primex has awarded us a 2.5% discount once again for meeting the requirements for the Primex Recognition of Risk Management Effort.

**Co-Administrator, Alan Hardy:** The Town Hall now has internet. Half will be secure, half will not, however, both will have passwords.

In regard to servicing burners, we will have wired thermostats (a prototype has been placed in Katie Phelps's office), and there needed to be a decision made on whether or not we wanted to keep with Huckleberry Oil or find a new vendor. Selectman Varney motioned to stay with Huckleberry Oil, Selectman Sanborn seconded that motion, all in favor.

On August 14<sup>th</sup> Nicole, Alan and the Board of Selectmen will be going to meet with the Old Home Day Committee.

Bob Hardy has received his certified letter from the Board of Selectman in regard to his property, however, the board has yet to get a response.

The sewer rate discussion will be up for deliberation on July 26<sup>th</sup>, 2017 during the regular Board of Selectmen meeting.

**Co-Administrator, Nicole Hoyt:** The residents at 445 High Street that were interested in repurchasing their home did send an email to Nicole just after last week's meeting was over, she again, hasn't heard anything since.

A donation in the amount of \$300.00 was given by MDM Property Management to go towards the Summer Concert Series. Selectman Sanborn moved to accept this donation, Selectman Davis seconded that motion, all in favor.

Nicole received the water precinct numbers which she is turning into a commitment report. New fees will be included in the report so that residents of the Town have a "heads up" on the 2018 rate increase.

**New business:** Selectman Sanborn has received three complaints of a person trying to sell a vehicle on the side of the King Street and Roger would like it removed immediately. Kevin Wyman will handle this situation.

**Motion to move into non-public session per RSA 91-A: 3, II (e) at 5:57pm made by Roger Sanborn, and seconded by Mark Varney. All in favor. Roll Call: Roger Sanborn – yes, Bernie Davis – yes, Mark Varney – yes.**

**Motion to move into non-public session per RSA 91-A: 3, II (c) at 6:06pm made by Mark Varney, and seconded by Bernard Davis. All in favor. Roll Call: Roger Sanborn – yes, Bernie Davis – yes, Mark Varney – yes.**

**Motion to leave non-public session at 6:12pm made by Mark Varney, and seconded by Roger Sanborn. All in favor. Roll Call: Roger Sanborn – yes, Bernie Davis – yes, Mark Varney – yes.**

**Motion to seal the non-public sessions minutes RSA 91-A:3, II (e) made by Mark Varney, and seconded by Bernard Davis. All in favor.**

**Motion to seal the non-public sessions minutes RSA 91-A:3, II (c) made by Mark Varney, and seconded by Bernard Davis. All in favor.**

**Motion to adjourn public session was made by Selectman Varney, seconded by Selectmen Sanborn, all in favor, adjourned at 6:12 pm.**

**\*For unedited minutes please refer to The Town of Boscawen's Website**

*Respectfully submitted by Pennie G. Vigue*