

Boscawen Selectmen's Regular Meeting
Final Minutes 09.27.17
Approved on 10.04.17

Present: Chair Mark Varney, Selectman Roger Sanborn, Selectman Bernie Davis, Pennie Vigue, Katie Phelps, Kevin Wyman, Ray Fisher, Dean Hollins, Kellee Jo Easler, Alan Hardy, Nicole Hoyt, Linda Chandonett, and Michelle Brochu.

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

Accountant/Human Resource Director: Katie wanted to remind everyone that staff performance evaluations are due by the end of September. Department Heads performance evaluations are due by October 18th.

The Town of Boscawen's payment to Merrimack County is due no later than Monday, December 18th in the amount of \$726,764.00.

Katie made a motion to transfer current and future litigation costs associated with the Dollar General Appeal to the Special Litigation Services account for the purpose of tracking costs associated with said litigation. Selectman Davis moved to transfer the funds to the Special Litigation account, Selectman Sanborn seconded that motion, all in favor.

Police Chief, Kevin Wyman: Kevin relayed the message from Lynne Davis that the Police Department is looking for donations of Halloween candy for the annual Boscawen Police Department Halloween party. Also in October the men at the Police Department will be growing their beards for a fundraising event for the Merrimack County Advocacy Program.

Fire Chief, Ray Fisher: A reminder that the Fire Department annual Chicken BBQ is going to be held on October 7th at 5pm. The Marshalls rifle drawing will happen the same day.

The Fire Department had a successful drill on Monday night. Ray is concerned that only 12 out of 27 volunteer firefighters came to that drill, he states this is normally the case.

Public Works Director, Dean Hollins: Dean's two employees that were out on medical leave are now back to work full duty. Dean also mentioned that he used to be able to borrow an air compressor and jackhammer from the Water Precinct but that isn't the case now and he needs both for Monday morning work. Dean thinks it would be a good idea that Public Works have their own equipment. Dean is going to ask Dale Matthews for ideas on where he might purchase these items at a lower cost than retail.

Town Clerk, Michelle Brochu: On Tuesday a young man came into the Town Office and stole the Notary donation box from the Town Clerks desk. We do have the man on surveillance video taking the box and carrying it out under his shirt. Charges were pressed against him with the Boscawen Police Department.

Planning and Community Development Assistant, Kellee Jo Easler: Town met the requirements for renewal of the Primex Prime Program! Economic Development Committee (*revival*). PB Deliberations Tuesday, 10.03.17 6:30pm. CC showing w/Charles Niebling, Wednesday 10.04.17 3pm. Public Hearing with Mike Tardiff from NHDOT Wednesday 10.04.17 at 7pm. Penacook CC Meeting with Caleb Dev Corp at the Tannery Site at 7pm. Keno Public Notice set for 10.11.17. Alan, Kellee & Linda will be attending the Municipal Law Series on Saturday, October 14, 2018. Hazardous Mitigation 1st Meeting Date Monday 4-6pm on October 23rd (*BoS Approve Committee Members & Stakeholders to send to Shawn for his recommendations*).

Health Officer, Kellee Jo Easler: 24Trauma handouts for Department Heads (review dates & let other communities know). HazMat Contractor going into 20 High on Monday 10.02.17. Capital Area Public Health Network Shelter Manager Training on 09.16.17. Continued monthly Shelter Manager Manual update with CAPHN.

Co-Administrator, Alan Hardy: Alan, Tom Gilmore and Penacook/Boscawen Water Precinct met in regard to their property at Walker Pond. They are willing to discuss the Town taking a portion of that property. They are now trying to work out an agreement and then take that plan to the Conservation Commission. Alan is also looking at an SUV in the morning with Mark and Bernie for one of the Town Departments.

Co-Administrator, Nicole Hoyt: Perambulation with Salisbury and Webster is behind, this has to be done every 7 years. The selectmen complete this with selectmen from other Towns. Update from last week: Caroletta Alicea did contact Nicole to let her know that she will be working on research with Town resident Ted Houston in regard to numbered state roads.

Administrative Assistant, Pennie Vigue: Pennie presented Public Minutes from 08.23.17 for approval, Selectman Davis moved to accept the minutes, Selectman Sanborn seconded that motion, all in favor. Pennie presented Public Minutes from 08.30.17 for approval, Selectman Varney moved to accept the minutes, Selectman Davis seconded that motion, all in favor. Pennie presented Public Minutes from 09.06.17 for approval, Selectman Varney moved to accept the minutes, Selectman Davis seconded that motion, all in favor. Pennie presented Public Minutes from 09.13.17 for approval, Selectman Varney moved to accept the minutes, Selectman Sanborn seconded that motion, all in favor. Pennie presented Public Minutes from 09.20.17 for approval, Selectman Davis moved to accept the minutes, Selectman Sanborn seconded that motion, all in favor. Pennie presented Non-Public Minutes from 08.30.17 for approval, Selectman Varney moved to accept the minutes, Selectman Davis seconded that motion, all in favor. Pennie presented Non-Public Minutes from 09.13.17 for approval, Selectman Sanborn moved to accept the minutes, Selectman Davis seconded that motion, all in favor. Pennie presented Non-Public Minutes from 09.20.17 for approval, Selectman Sanborn moved to accept the minutes, Selectman Davis seconded that motion, all in favor. Selectman Varney moved that Board of Selectman minutes be completed weekly as Pennie Vigue has requested, Selectman Davis seconded that motion, all in favor. Selectman Varney would like to thank Pennie for all her work on the minutes this week.

New Business: Selectman Varney will not be at next week's Board of Selectmen meeting. He will be accompanying a duplicate Vietnam Memorial Wall to the college grounds at SNHU. He will also soon be having surgery that will keep him out of work for 4-5 weeks. He will keep us updated on that situation.

Mike Warren finished all outside lighting and the motion activated lighting out back of the Municipal Building with the assistance of Bernie Davis.

The Jamie Welch field sign at the top of the hill needs updating, Nicole continues to work on the historical kiosk and look out area in that park. The funds are in place for this project and Selectman Varney hopes to see it started by the spring of 2018.

Three more microphones are coming for the Board Room at the Municipal Building and the hearing impaired equipment.

The four HVAC units upstairs are going to be replaced with new TRAIN equipment.

EBA clean-up grant for Commercial Street was discussed, Alan is not sure there is extra time to be able to work on that grant this year.

The employee manual and annual performance evaluations need to be updated. Nicole will work on this.

Motion to move into non-public session per RSA 91-A:3, II (c) at 5:38pm made by Roger Sanborn, and seconded by Bernie Davis. 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 (e) at 5:43pm made by Roger Sanborn, and seconded by Bernie Davis. 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 (c) made by Roger Sanborn, and seconded by Mark Varney. All in favor.

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

Motion to adjourn public session was made by Selectman Davis, seconded by Selectmen Sanborn, all in favor, adjourned at 6:46 pm.

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

Respectfully submitted by Pennie G. Vigue

