

**Town of Boscawen**  
**Board of Selectmen**  
Final Minutes  
Wednesday, May 16, 2018 at 5:00pm

**Present:** Mark Varney, Roger Sanborn, Edward Cherian, Katie Phelps, Jason Killary, Ray Fisher, Dean Hollins, Linda Chandonnet, 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.

Co- Administrator's Nicole Hoyt and Alan Hardy presented the Board with an idea to use for an agenda. The Consent Agenda is widely used with non-profits. It will allow the meeting to run efficiently without continuous repetition.

**MOTION-** Selectman Roger Sanborn made a motion to adopt the consent agenda effective 05/22/08. Selectman Edward Cherian seconded. All in favor.

Chairman Mark Varney asked the staff and department heads if they had any corrections for the public minutes from 05/09/2018. With a few corrections noted the Board proceeded to approve the minutes.

**MOTION-** Selectman Roger Sanborn made a motion to approve the public minutes as amended from 05/09/2018. Chairman Mark Varney seconded. All in favor.

**MOTION –** Selectman Roger Sanborn made a motion to approve the nonpublic minutes, Chairman Mark Varney seconded. All in favor.

**Old Business-** Selectmen Roger Sanborn has instructed Nicole Hoyt to contact the NH Correctional Facility for a second quote on the Boscawen Park sign.

**Katie Phelps, Finance** – Katie passed out the April Treasurers report and presented the Board with three Trustee of the Trust Funds Transfers.

**MOTION:** Selectman Roger Sanborn made a motion to transfer \$4,890.00 from the Town Wide Safety Fund to the General Fund to reimburse the General Fund for the following expenditures: Atlantic Tactical invoice SI-80620300 for \$4,890.00. Chairman Mark Varney seconded. All in favor.

**MOTION:** Selectman Roger Sanborn made a motion to transfer \$1,156.00 from the Municipal Building Capital Reserve Fund to the General Fund to reimburse the General Fund for the following expenditures: H&H Builders Materials (50 Metal Caps & Calking) \$380.00 and H&H Builders Labor \$776.00 totaling \$1,156.00. Selectmen Edward Cherian seconded. All in favor.

**MOTION:** Selectman Roger Sanborn made a motion to transfer \$516.91 From the Municipal Building Reserve Fund to the General Fund to reimburse the General Fund for the following expenditures: Warren Electrical Materials \$61.91 (Invoice 6928) and Warren Electrical Labor for \$455.00 totaling \$516.91. Selectman Edward Cherian seconded. All in favor.

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Wednesday, May 16, 2018 at 5:00pm

Katie presented the Board with a Transfer of Funds by the Board of Selectmen for signature:  
Under RSA 32:10, The Board of Selectmen hereby authorizes the transfer of funds in the amount of \$10,000.00 from Account #4153320, Town Counsel to Account #4153321, Special Litigation Services. Signed by Chairman Mark Varney, Selectman Roger Sanborn and Selectman Edward Cherian.

Alan updated the Board on the litigation case Clow, Newcomb vs. Town of Boscawen. They completed two weeks of hearings with both sides making their presentations during those two weeks. The case is currently in superior court.

**Jason Killary, Police Department-** Jason reported that they are no longer experiencing radio interference with Manchester Airport and the Police Department has been busy this week.

**Ray Fisher, Fire Department –** Ray reported that the pump test on the trucks were performed. The 1975 truck did not pass as it overheated during the testing but the pump is still good. The other two pumps passed with no problems. Ray presented the new Stipend Policy to the Volunteers at the fire station and didn't receive positive feedback. Ray has asked the Board to attend the June meeting at the Station.

**Dean Hollins, Public Works –** Dean reported that they have had a problem with someone coming into the Transfer Station and taking from the scrap metal bin. Despite the fact that the Town loses money from the theft, they are concerned that this person may get injured while taking from the bin.

The striping company will start striping the parking lot at the Municipal Building and sidewalks Sunday. North Main Street will be done in the evening to miss the traffic.

Dean wanted to update the Board on the well that will need to be replaced on Corn Hill Road. They are waiting for the company to set a date to go and replace the well.

**Linda Chandonnet, Planning and Community Development-** There has been a lot of residents coming in for yard sale permits and there will be four yard sales this month.

**Kellee Easler, Assessing –** Kellee presented the Board with the Property Tax Warrant for signature's. Also a Payment In Lieu of Tax agreement for signatures for Riverbend Community Health (Draft Copy). There will be a Public Information meeting for the Hazardous Mitigation May 30<sup>th</sup> at 5pm.

**Alan Hardy, Administration-** Alan presented the Board with two Violation letters that require signature. Alan wanted to mention that they did discuss whether the fences should be taken down at 113 North Main Street. Counsel suggested that it is something NH Department of Transportation should take care of. Alan did not put in an order to remove it. A Public Hearing is scheduled for June 6 at 4pm.

**Nicole Hoyt, Administration-** Nicole presented the Board with the Sewer Warrant for signature. Sewer Bills will be sent out Friday.

**Sarah Gerlack, Human Services –** Sarah mentioned she has started using the NH General Assistance

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Program software with incoming clients looking for assistance.

**MOTION – Chairman Mark Varney made a motion to go into nonpublic RSA 91-A: 3, II (a). Selectman Roger Sanborn Seconded. All in favor.**

**MOTION: Selectman Roger Sanborn made a motion to come out of RSA 91-A: 3, II (a) and seal nonpublic. Selectman Edward Cherian seconded. All in favor.**

**MOTION- Selectman Roger Sanborn made a motion to adjourn the public meeting at 7:00pm. Chairman Mark Varney seconded. All in favor.**

Respectfully submitted by Sarah Gerlack