

Town of Boscawen
Select Board
Final Minutes
Thursday June 25, 2020 at 6:00pm

In attendance: Ed Cherian, Lorrie Carey, Paul Dickey, Alan Hardy, Katie Phelps, Kearsten O'Brien, Kellee Easler, Dean Hollins, Kevin Wyman, Tim Kenney, Nicole Hoyt, Sarah Gerlack, Mark Varney, Tama Tillman and Lyman Cousens.

This meeting is being held under a Declaration of Emergency by the Governor and by the Board. Under RSA 91-A: 2, III (b) the requirement of a physical quorum is waived and this meeting is being held entirely remotely, and is being recorded.

Selectwoman Carey made a motion to approve the consent agenda. Selectman Dickey seconded. All in favor.

Planning and Community Development Director Easler mentioned that she has a Town Forest update, the update was handed out in the email on Map 83, Lot 6 and Map 83, Lot 7 on the encroachment. Wayne O'Day is the previous owner and wrote a letter to the abutter that the Town had all rights to remove the encroachment. Cherian asked to send the documents to the Conservation Commission to get their views on it.

Easler presented a Timber Warrant and a Solar Exemption renewal for signature.

Town Clerk/Tax Collector Hoyt mentioned that the certified letters regarding unlicensed dogs are being sent out to the owners as the first step in civil forfeiture phase.

Easler mentioned that the documents for 20 High Street were sent to the Board via Dropbox and would like the Board's recommendation to move forward with legal action.

Chairman Cherian made a motion to move forward on the legal actions for Map 81d, Lot 20. Selectman Dickey seconded. All in favor.

Police Chief Wyman reported that Canine Saint and Officer Chislett will be with the Police Department starting Monday. Saint will be graduating his training tomorrow nationally certified. Wyman mentioned that he is working with the grant to get the reimbursement for the overtime hours for the training.

Selectman Dickey mentioned that there have been complaints about speeding in Forest Lane. Wyman will have them patrol.

Wyman made the Board aware that they have heard that there is a group that is planning to potentially take down the Hannah Dustin Statue. The Police Department is aware and will be monitoring the situation.

Fire Chief Kenney mentioned that they started getting back to regular meetings and trainings at the Fire Station. Kenney is working on getting a student from Merrimack Valley involved in volunteering for the Fire Department. Selectwoman Carey wondered if the school could do it through

Town of Boscawen
Select Board
Final Minutes
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the school internship program, Kenney will look into that, he runs a similar program in Salem that is also through the school internship program.

Public Works Director Hollins mentioned that every year they have to mow and trim the entire landfill which can be a lengthy process and their year Hollins contracted it out for \$800.00 and it took them a couple hours and no injuries to our staff. Hollins mentioned that Department of Environmental Services needs the Town to add two more wells around the landfill to meet the requirements. It is estimated to be around \$10,000.00 for both, Hollins will add that to the Public Works Budget for 2021. Besides that it has been business as usual working on routine items around Town. Hollins mentioned that he wanted to purchase a car counter for the transfer station that is typically around \$400.00 and could also be useful for Old Home Day events. Selectman Dickey mentions to start the process of adding the credit card machine at the transfer station. Hollins will speak with the office next week to see what the process is.

Human Resource and Finance Director Phelps mentioned that Town Administrator Hardy and Emergency Management Varney met with her this morning and they started putting a spreadsheet together for COVID-19 related expenses. Phelps asked if they have started working in the GOFERR grant application and they have not as of yet, Phelps mentioned she would help as well.

Phelps mentioned she wrote the checks for the Capital Reserves and the Trustees have them.

Town Clerk/Tax Collector Hoyt mentioned that they are working with the Superintendent Mark Maclean to use the Boscawen Elementary School for the Presidential Election. Hoyt has been working with Emergency Management Director Varney on Personal Protective Equipment and Sanitization supplies needed for the elections .The cost is roughly \$300.00 at Ocean State Job Lots. Hoyt is concerned that the closer we get to elections the items may not be available for purchase. Hoyt has suggested to start buying supplies now and take it from Contingency. Hoyt mentioned that the stipend for volunteers will increase due to needing more election workers to comply with the social distancing guidelines. Hoyt mentioned that she is meeting with Moderator Niebling and Gerlack to start coming up with a plan of action. The State has sent out a survey that needs to be completed by Monday.

Selectman Dickey made a motion to have Hoyt purchase up to \$300.00 from contingency for elections PPE and sanitation supplies. Selectwoman Carey seconded. All in favor.

Selectwoman Carey mentioned that elections supplies are being covered under the GOFFER grant. Carey will look into it.

Emergency Management Director Varney gave an update on COVID-19 case, 40 new cases in NH for today were reported, and Boscawen has 1-4 active cases, more on the low end. Effective Monday June 29th, Inns, Hotels and Camp Grounds can open up 100 percent of their capacity. Social distancing is still highly recommended. Governor Sununu announced today that there is a new fund for the self-employed businesses up to \$50,000.00 the guidelines are on NH.gov. It was announced

Town of Boscawen
Select Board
Final Minutes
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that Loudon will have a race in August with 35% capacity with no camping allowed on the fair grounds.

Town Administrator Hardy has asked Varney's recommendations on opening the Town Hall for rentals. Varney's recommendation is to keep it closed at this time.

Selectwoman Carey mentioned that the mobile sanitizer machine would be a great way to sanitizer a variety of properties owned by the Town. Discussion ensued, Chairman Cherian would like to look a little more into the operation aspect of the machine and what the training process would be to safely and effectively operate it.

Varney mentioned that the FDA has sent out a caution to certain hand sanitizers on the market made by Eskbiochem SA de CV in Mexico and potential contains wood alcohol. Varney mentioned that they are going to need to think about a storage for PPE's. No decision is needed at this time. Varney and Hardy will work on a plan and to possibly to use the old Police Department building. Varney mentioned if they watch the National News, it will show that other states are having another spike due to reopening too early and to keep the precautionary supplies available to the resident and staff and has recommended that we institute a policy to use masks in the buildings.

Old Business

Town Administrator Hardy asked Planning and Community Development Director Easler about modifications on the P&G Grant for the Circle Committee, Easler requests that they bring the changes to the July 9th Select Board meeting.

New Business

Lyman Cousens from the Old Home Day committee was asked to speak to the Board regarding this year's OHD events. Cousin's mentioned that the OHD Committee made a unanimous vote to have the Select Board cancel all OHD events for 2020. Cousens would like to propose that they keep the golf tournament. Discussion ensued and the decision was made to allow the golf tournament this year. Lyman Cousens, Polly Dawson and Kim Kenney have volunteered to organize the tournament for the Select Board.

Selectman Dickey made a motion to accept the recommendation to of the OHD Committee to cancel the events this year. Selectwoman Carey seconded. All in favor

Chairman Cherian mentioned that a company approached the Town on a solar project and to have a PILOT agreement, the draft was sent out to the Board. Cherian would like to have Hardy and Easler send the proposal to Avitar and get their thoughts on it.

Welfare Administrator Gerlack presented the Board with a \$100.00 donation from Janice Steenbeke for the Backpack program. Gerlack also mentioned that Selectwoman Carey has been donating fun items every week to the backpack program for the kids.

Town of Boscawen
Select Board
Final Minutes
Thursday June 25, 2020 at 6:00pm

Town Administrator Hardy mentioned that the Emergency order #4 will expire on July 1st. Paper work for the following deeded properties will go out to the following properties 2 Fessenden Drive, 40 Bailey Drive and 20 Dustin Drive after that date. Hardy mentions that 11 Berle Drive was deeded in 2019 and we will work to get it off the books. The 90 day letters to repurchase will go out in regular mail, certified mail and be hand delivered.

Hardy wanted to let the Board know that Unutil reported that there is a white ash tree near the Torrent Station that needs to come down and is on the Town's property. Their recommendation is to remove the tree. Unutil will make arrangements to remove the tree.

Dickey made a motion to allow Hardy to sign the letter on the behalf of the Board to remove the tree. Seconded by Carey. All in favor.

Hardy asked the Board if they were interested in selling the property the Town owns on Commercial Street. Hardy mentioned that they had gone down there today and noticed that there was significant work that had been done to Town property. Chairman Cherian suggest that Hardy write a letter to make the individuals aware of the encroachment and that the Town is aware of the work that has been done to private property.

Discussion ensued and Cherian would like to see how close the Town was to getting the grant for the property and try for it again next year. Hardy suggest that everyone meets down there to look at the condition and what work has been done. Hardy will work out a date to meet.

Hardy had a request to resume the use of the Town Hall, Varney mentioned that the problems that he sees are the problem of properly cleaning and sanitize it. Cherian mentioned to have the renter sign a waiver and to have 3 days in between each use. Varney recommendations is to not open the Town Hall. Discussion ensued and Hardy and Gerlack will sit down and come up with a plan to reopen for meetings.

Selectman Dickey made a motion to go into nonpublic RSA 91-A: 3 II (c). Selectwoman Carey seconded. All in favor

Chairman Cherian made a motion to come out of nonpublic RSA 91-A: 3 II (c). Selectman Dickey seconded. All in favor

Selectman Dickey made a motion to go into nonpublic RSA 91-A:3 II (d). Selectwoman Carey seconded. All in favor

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Town of Boscawen
Select Board
Final Minutes
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Selectman Dickey made a motion to adjourn the meeting at 8:06pm. Chairman Cherian seconded. All in favor.

Respectfully submitted by Sarah Gerlack