

**Town of Boscawen
Select Board
MEETING MINUTES
Thursday, August 18, 2022, at 6:00 PM**

In Attendance: Lorrie Carey, Paul Dickey, Matt Burdick, Kearsten O'Brien, Kate Merrill, Sarah Gerlack & Alan Hardy

Roll Call: completed and guests introduced.

Chairwoman Carey opened the public meeting at 6:00 P.M.

Selectman Paul Dickey motioned to approve the Consent Agenda as presented. Seconded by Selectman Matt Burdick. All in favor. None opposed.

No public comment on the agenda.

New Business: Conservation Commission Chair Alan Hardy recommended on behalf of the Conservation Commission, to merge the Town Forest lots into a single lot. It is a protective feature. CC Chair Hardy said once they completely surround the land with a single Town Forest, then they could look into conveying the parcel and putting it back into the original Creaser-O'Day property. Deputy Planning and Community Development Director Kearsten O'Brien said the current Town Forest is made up of 5 different lots. Chairwoman Carey asked if they should do the same for Walker Pond. CC Chair Hardy said the Commission is taking one step at a time. The two properties don't touch, so the idea of a merger wouldn't work as the land is currently configured. However, the Commission will be recommending to the Board, to put Walker Pond on the Town Meeting Warrant for March, in order to add it to their list of Town Forests.

Selectman Burdick motioned to approve merging the 5 lots in the Boscawen Village Town Forest, into 1 lot. Seconded by Selectman Dickey. All in favor. None opposed.

CC Chair Hardy discussed the challenge with the Walker Pond dam. The dam is not a separate piece of property so they will need to create it. They can't make a legal description of the dam itself, without the GPS coordinates. CC Chair Hardy spoke with Surveyor Webb Stout about mapping out the area. Mr. Stout will take the information that they acquired from the Penacook Boscawen Water Precinct from when they acquired the property. The legal description will be broad in its intent because they must ask for any and all interest that the Precinct may have in the dam. The Precinct currently owns the dam, but they don't have any legal documentation. CC Chair Hardy said the dam will be listed in the Town's mapping as part of the lot. Part of the dam will extend into Webster. The Conservation Commission will provide Webster information on the dam. CC Chair Hardy said they will be going out on a regular basis to check on the meters. The Conservation Commission would like to discuss with the Select Board, the extension of the Emergency Lane Declaration. It is currently on Chadwick Hill Rd from Water St, to the edge of the parking lot. The Commission would like to extend the Emergency Lane Declaration to include the boat launch. Public Works Director Dean Hollins would maintain and plow the road up to the boat launch. Selectman Dickey asked what the cost would be. Chairwoman Carey

asked if it would come out of the Parks and Recreation program fund. CC Chair Hardy said once PWD Hollins assesses what needs to be done, then they will present the cost to the Select Board. If land itself, the cost is associated with the acquisition of the land, meaning it would come out of the Conservation fund. CC Chair Hardy stated they may be able to use the same funding for maintenance and improvement of the road. A public hearing would be necessary to meet the requirement for RSA-231:59-A. The Conservation Commission will continue to work with PWD Hollins on the Emergency Lane Declaration. The Commission will discuss the plan and costs associated at a future meeting with the Select Board.

Finance Director Kate Merrill stated the Town needs to update their DRA Perm file to show that they accept electronic payments.

Selectman Dickey motioned to ratify the acceptance of electronic payments pursuant to RSA 80:52-C. Seconded by Selectman Burdick. All in favor. None opposed.

FD Merrill requested approval from the Select Board to allow the Old Home Day Committee to use the Town Hall tables and chairs for OHD. Chief Tim Kenney and Mrs. Kim Kenney will be the point of contact. Deputy PCD Director O'Brien will give Mrs. Kenney the key tomorrow. She stated that Chief Kenney will keep the key to the building to ensure fire safety.

Selectman Burdick motioned to approve the use of Town Hall chairs and tables for Old Home Day. Seconded by Selectman Dickey. All in favor. None opposed.

Deputy PCD Director O'Brien presented a Jeopardy Tax Assessment. This means if someone demos their home, the Town then asks for their taxes to be paid for the full year. There is a property in Town that is going to be demoed. The owner will be pulling a new building permit for a new mobile home. The Supplemental Warrant is for \$331. The owner has already paid her first tax bill, this would be for her second bill.

Selectman Burdick motioned to approve the Tax Collector to collect the taxes of \$331 for a jeopardy tax assessment for Map 83 Lot 88 Sublot T28. Seconded by Selectman Dickey. All in favor. None opposed.

Department Head Updates: FD Merrill presented three options for an Employee/Volunteer Appreciation day. The three ideas were an ice cream social, pizza party or potluck. The three dates presented were Wednesday, September 21st, Tuesday, September 27th, or Wednesday September 28th. FD Merrill spoke with Chief Kenney about using the Fire Station. Chief Kenney had no issue with any of the dates. It would solve any weather or capacity issues. The evening time would be best in order to make it available to volunteers as well. Deputy PCD Director O'Brien stated the Zoning Board of Adjustment may have a meeting on Tuesday, September 27th. FD Merrill and Deputy PCD Director O'Brien found that Sam's Club has very good pizza and its \$8.98 for any type. FD Merrill said the expenses would come out of the personnel budget. Chairwoman Carey agreed to allow spending up to \$250. All concurred. The Board agreed to have a pizza party on Wednesday, September 28th at 6pm at the Fire Station.

Community Services Director Sarah Gerlack asked the Board who will be at the September 13th election from 6:30 am to nighttime. If a Select Board member cannot attend, they will need a delegate who is not an election official. Chairwoman Carey will be in attendance all day. She does have a delegate, Mark Varney, for the November 8th election. Selectman Dickey will notify CS Director Gerlack once he finds a delegate for the whole day. Selectman Burdick will also find a delegate to attend the full day. CS Director Gerlack will be running an election training downstairs on September 1st for election officials. They are receiving absentee ballot applications and are also giving them out regularly. CS Director Gerlack said LHS came to inspect and clean the voting machine. It was a great training experience for Deputy Town Clerk Chagnon. There are election trainings coming up for everyone, CS Director passed out a flyer to the Select Board. CS Director Gerlack encouraged everyone to attend a training if they could. There are new election laws that will be discussed. CS Director Gerlack will send the updated Election Handbook out to everyone. Ms. Norma Caporale and CS Director Gerlack finished their 2nd and 3rd year certifications a few weeks ago. Ms. Caporale is now a certified Tax Collector. Next year, Ms. Caporale will be a certified Town Clerk and CS Director Gerlack will be a certified Tax Collector. CS Director Gerlack said the Backpack Program signups went out to the school. They are doing the Fill a Cruiser event at OHD, and they are also doing a raffle for a backpack filled with school supplies for anyone who drops off food to support the program. There will also be information at their table at OHD for all the other programs that they offer.

Deputy PCD Director O'Brien reminded everyone about the Police vs. Fire softball game tomorrow night at 5:30pm to raise money for the 2023 Parks and Recreation program. The children will be allowed to bat at 5:15pm. Each child that bats before the game, will get their name entered into a raffle to win a prize. The rest of the raffles are cash raffles. It will be \$1 for 1 ticket and \$5 for 6 tickets. They will be selling pizza, snacks and drinks at the Snack Shack. They have two sports announcers, an umpire and Madeline Swenson who will be singing the national anthem.

Deputy PCD Director O'Brien suggested holding the Movie Night in October at Jamie Welch Field because it is away from houses and the water will still be running at Dorval House. They would be able to use the bathrooms. Deputy PCD Director O'Brien recommended using the Tennis Court or behind the Dorval House. They would use any snacks leftover from the Police vs Fire game for concessions at the Movie Night. There is no set time yet, but they discussed doing it around 5:30pm or 6pm. The Movie shown will be Hocus Pocus. Selectman Burdick asked if they looked into an inflatable screen. Deputy PCD Director O'Brien said they would like to make an investment on an inflatable screen so they can hold more movie events in the future. Discussion ensued. The Board agreed on having the movie night at Jamie Welch Field.

Next Meeting: Thursday, August 18, 2022, at 6:00 PM.

Selectman Burdick motioned to adjourn. Seconded by Chairwoman Carey. All in favor. None Opposed.

Respectfully submitted by Hannah Gardner