

**Town of Boscawen
Select Board
MEETING MINUTES
Thursday, September 15, 2022 at 6:00 PM**

In Attendance: Lorrie Carey, Matt Burdick, Paul Dickey, Kearsten O'Brien, Kate Merrill, Katie Phelps, Tim Kenney, Ed Cherian, Gary Tillman, Dale Randall & Barbara Randall.

Roll Call: completed and guests introduced.

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

Selectman Matt Burdick motioned to approve the Consent Agenda as amended, removing the minutes for approval as well as amending the PCD Assistant Job Description. Seconded by Selectman Paul Dickey. All in favor. None opposed.

No public comment on the agenda.

Scheduled Guests & Hearings: Mr. Ed Cherian and Mr. Gary Tillman from the Advisory Budget Committee reviewed Mr. Dale Randall's application. Mr. Cherian gave a description of Mr. Randall's attributes and recommended him for addition to the Committee. He encouraged the Board to approve their nomination and appoint Mr. Randall as a member.

Selectman Dickey motioned to approve Mr. Dale Randall's nomination as a member of the Advisory Budget Committee. Seconded by Selectman Burdick. All in favor. None opposed.

Chairwoman Carey motioned to enter a nonpublic session under RSA 91-A, 3 II (J). Seconded by Selectman Burdick. All in favor. None opposed.

Chairwoman Carey motioned to exit the nonpublic session under RSA 91-A, 3 II (J). Seconded by Selectman Burdick. All in favor. None opposed.

Chairwoman Carey motioned to seal the nonpublic session under RSA 91-A, 3 II (J) for 3 years. Seconded by Selectman Burdick. All in favor. None opposed.

Chairwoman Carey opened the public hearing on the Unanticipated Highway Block Grant at 6:16pm. She read the public notice.

Chairwoman Carey stated the public hearing was to take public testimony regarding a one-time highway payment in accordance with Senate Bill 401 for maintenance, construction and reconstruction of Class IV and V highways. The payment will be in the amount of \$72,835.74 which creates unanticipated revenue in excess of \$10,000 and the need for a public hearing according to the provisions of RSA 31:95-b.

Mrs. Barbara Randall, resident of 279 Daniel Webster Hwy was in favor of accepting the Highway Block Grant. No public opposition.

Chairwoman Carey closed the public hearing at 6:18pm.

Selectman Burdick motioned to approve the Highway Block Grant in the amount of \$72,835.74. Seconded by Selectman Dickey. All in favor. None opposed.

Town Administrator Katie Phelps said Public Works Director Dean Hollins was unable to attend the meeting this evening but provided input for the Board regarding the additional Highway Block Grant funding. Chairwoman Carey said PWD Hollins stated he would like to see the Highway Block Grant used as a way to increase their paving in 2023. Two roads he would like to pave in addition to the scheduled roads are Sweat St and Buxton Place.

Selectman Dickey motioned to approve the recommendation of Public Works Director Dean Hollins and use the additional Highway Block Grant funding in the amount of \$72,835.74 for paving Sweat Street and Buxton Place in 2023. Seconded by Selectman Burdick. All in favor. None opposed.

Department Head Updates: TA Phelps presented three water and sewer Supplemental Warrants on behalf of Tax Collector, Nicole Hoyt. The first was for Map 183C, Lot 63.

Selectman Dickey motioned to approve the Supplemental Sewer Warrant for Map 183C, Lot 63. Seconded by Selectman Burdick. All in favor. None opposed.

TA Phelps presented a water and sewer supplemental warrant for Map 183D, Lot 27, Sublot T3.

Selectman Burdick motioned to approve the Supplemental Sewer Warrant for Map 183D, Lot 27, Sublot T3. Seconded by Selectman Dickey. All in favor. None opposed.

TA Phelps presented a water and sewer Supplemental Warrant for Map 183D, Lot 16, Sublot B.

Selectman Dickey motioned to approve the Supplemental Sewer Warrant for Map 183D, Lot 16, Sublot B. Seconded by Selectman Burdick. All in favor. None opposed.

TA Phelps stated Town Clerk Nicole Hoyt has a resident in town who registered their vehicle in error online. They are looking for a refund. Chairwoman Carey said the State refunded their portion of the registration, so the town usually follows their lead. TA Phelps said the refund would be for \$59.

Selectman Dickey motioned to approve refunding \$59 to the resident who registered in error. Seconded by Selectman Burdick. All in favor. None opposed.

Deputy Planning and Community Development Director Kearsten O'Brien presented a donation on behalf of the Beautification Committee for two \$25 visa gift cards from Franklin Savings Bank.

Selectman Dickey motioned to approve the donation of two \$25 visa gift cards from Franklin Savings Bank for the Beautification Committee. Seconded by Selectman Burdick. All in favor. None opposed.

Deputy PCD Director O'Brien met with the Economic Development Committee (EDC) and AgCom Committee to discuss new projects for next year. EDC concluded that a job fair would not happen this year and AgCom just finished the Old Home Day sheep project. Deputy PCD Director O'Brien presented a Fall Festival idea for next year, around October 14th. They intend to attract business vendors, have food trucks and activities. AgCom would focus on agricultural activities and drawing in younger crowds to educate and promote agriculture. They would like to contact the Friends of the Northern Rail Trail and Merrimack County 4H to participate as well. Some activities could be a pumpkin carving contest or a chili cook-off. Deputy PCD Director O'Brien would like to ask Old Home Day to participate as well. They could include their annual yard sale or craft fair and charge per table. She also will reach out to Conservation Commission to see if they would include the Town Forest or Walker Pond. The festival would end with the movie night for the Parks and Recreation Program. Deputy PCD Director O'Brien said the only concern was if they provide alcohol at the event, Primex potentially won't cover it. She stated another option would be to get a business in town to sponsor the event in their name, but the liability would be on them. Selectman Dickey suggested asking businesses to sponsor. Chairwoman Carey suggested consulting Primex, so they have clarity and also to look into event insurance. Deputy PCD Director O'Brien will follow up with her findings.

Deputy PCD Director O'Brien said the movie night has 288 people interested in the event so far. TA Phelps is helping Deputy PCD Director O'Brien find a business to donate fall foods such as apple cider donuts. AgCom will have a table at movie night to promote their committee.

TA Phelps received an ARPA request from the Boscawen Historical Society but didn't specify a specific project. They listed all the projects they need completed within the building itself. There is \$2,200 left in ARPA funds. TA Phelps asked the Board for their recommendation. Chairwoman Carey stated the challenge was there needed to be an application filled out with the quotes attached for the specific work. She recommended at this point for them to apply for a grant with the NH Preservation Alliance. She said the Board would be willing to write a letter of support for the grant. All concurred. Once they have a plan, then the Board can assist more.

TA Phelps said Tracey Huckins from Huckleberry Propane & Oil reached out and asked if the town wanted to lock in at the same pricing as the school district for heating oil. It would be \$3.89 per gallon from October through June of 2023. TA Phelps received permission from the Board to lock in the pricing ahead of the meeting but wanted to memorialize the decision at tonight's meeting.

Selectman Dickey motioned to approve the locked in price for heating oil with Huckleberry Propane & Oil at \$3.89 per gallon from October through June of 2023. Seconded by Selectman Burdick. All in favor. None opposed.

TA Phelps presented an email received from Kids Cancer Connection, Inc. They asked if the Board would be willing to do a proclamation for Childhood Cancer Awareness Week from September 25th thru October 1st, annually. TA Phelps drafted a proclamation for consideration.

Selectman Dickey motioned to approve the proclamation for the Kids Cancer Connection, Inc. proclaiming September 25th thru October 1st, annually, as Childhood Cancer Awareness Week. Seconded by Selectman Burdick. All in favor. None opposed.

TA Phelps said there is a Legislative Policy Conference on Friday, September 23rd to look at proposed legislative principles and policies. The Board must appoint someone to vote on behalf of the Town. Discussion ensued. Chairwoman Carey proposed TA Phelps as the delegate and Planning and Community Development Director Kellee Easler as the alternate. All concurred.

TA Phelps noted that Selectman Burdick will be doing a perambulation on September 28th, between Boscawen, Franklin, and Salisbury. Chairwoman Carey said that Mr. Charlie Niebling stated he would assist with the perambulation of Webster and Concord.

TA Phelps stated there will be a virtual Budget and Finance workshop on September 20th at the Town office. All board and committee members are encouraged to attend.

Deputy PCD Director O'Brien said the first ZBA meeting of the year will be on September 28th for an administrative appeal. She also stated the Planning Board deadline was Tuesday and there was a submission for a four-lot subdivision which is considered a major subdivision.

Chairwoman Carey suggested putting important upcoming dates, including committee meetings as reminders for everyone. She also would like task lists to be sent out. Deputy PCD Director O'Brien will focus on the Select Board reminders and tasks.

Selectman Burdick motioned to enter a nonpublic session under RSA 91-A, 3 II (A). Seconded by Selectman Dickey. All in favor. None opposed.

Selectman Burdick motioned to enter a nonpublic session under RSA 91-A, 3 II (A). Seconded by Selectman Dickey. All in favor. None opposed.

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

Next Meeting: Thursday, September 22, 2022 at 6:00 PM.

Respectfully submitted by Hannah Gardner