

**Town of Boscawen
Select Board
MEETING MINUTES
Thursday, May 25, 2023 at 6:00 PM**

In Attendance: Matt Burdick, Lorrie Carey, Bill Bevans, Katie Phelps, Kellee Easler, Kearsten O'Brien, Gary Moore & Nicole Hoyt

Guests: Alan Hardy—Code Enforcement Officer, Ross Cunningham—Merrimack County & Joshua Crawford

Roll Call: completed and guests introduced.

Chairman Matt Burdick called the meeting to order at 6:00pm.

Consent Agenda Items:

- P&L, Balance Sheet, Check Manifest & Payroll
- Nonpublic and Public Minutes for Approval—05/18/23
- Penacook Rescue Squad 1st Quarter Report
- Merrimack County Notice
- 2022 Cyclical Monitoring
- Appointment Letter for Deputy Collector—Caporale

Selectwoman Lorrie Carey clarified on the 05.18.23 public minutes, line 51, the 1913 Library was previously awarded an LCHIP grant to restore the roof, not the windows. Furthermore, she had mentioned a 1772 foundation grant that Penacook Rescue Squad could apply for, for window restoration.

Selectwoman Carey noted grammatical changes to the 05.18.23 public minutes.

Selectwoman Carey clarified on the 05.18.23 public minutes, line 126, she said neighbors on North Water Street expressed concern with putting a development in a natural view area, not a waterfront view area.

Selectwoman Carey clarified under the nonpublic section of the 05.18.23 public minutes, no public comments were made.

Town Administrator Katie Phelps noted the Select Board received the 05.18.23 nonpublic minutes for approval however, the minutes were not included in the agenda.

Selectwoman Carey motioned to approve the Consent Agenda as amended. Seconded by Selectman Bill Bevans. All in favor. None opposed.

Scheduled Guests & Hearings: Code Enforcement Officer Alan Hardy gave an update on the ongoing progress at Kenney's Garage. The town, in collaboration with the court system, has been actively involved in addressing the matter. CE Officer Hardy has been in charge of

organizing meetings to assess progress and provide recommendations. The first meeting was rescheduled as requested by Gary Kenney, due to a scheduling issue. CE Officer Hardy and Planning and Community Development Director Kellee Easler discussed the issue and agreed to prioritize preventing any future rescheduling of meetings, considering it is a court-ordered process. When the rescheduled meeting was held, it was successful. During the meeting, Gary Kenney, and David Kenney, the two brothers involved, were cooperative and open. The court order did not indicate any town involvement with the building itself; the focus was on what occurred on the outside. CE Officer Hardy explained the use of the facility to the Select Board. Gary's side was on the left and David's side was on the far right. Gary's side mainly contained ongoing projects, with vehicles that would be worked on over the next couple of months, which was expected for the nature of the business. The current setup at Gary's side was consistent with what they observed in the past with the service station business. There were no issues with storage of vehicles outside. As for David's side, there were only two project cars present, which marked a considerable change since the last evaluation. CE Officer Hardy stated there was a physical change to the land area of the Kenney's Garage lot itself. He noted when the landowners initially acquired the land, the lot was not large enough to provide sufficient space to fully support the business septic system. The existing septic system was previously installed in the original farm or abutting property. The issue has been resolved, and now there is sufficient land available within the garage parcel. CE Officer Hardy recommended inspections twice a year, every six months to promptly address any concerns should they arise. CE Officer Hardy was satisfied with the current state of progress on Kenney's garage and noted the importance of maintaining the good working relationship that currently exists between the Town of Boscawen and the Kenney's Garage management. No further discussion.

Land Use Change Tax Discussion: Alan Hardy started the discussion on Land Use Change Tax (LUCT), representing the Conservation Commission as its Chairman. Given the significant growth in LUCT funding in recent years and the projected future growth, Chairman Burdick inquired about the potential to lessen the burden on taxpayers by taking a certain percentage of the tax allocated for conservation. Currently, all of the funding received through LUCT is allocated to the Conservation Commission's Conservation Fund by Town Meeting. CC Chair Hardy stated there are approximately 160 towns in New Hampshire that contribute their LUCT in various ways to their Conservation Commissions. He noted many towns may choose to participate because it is not funded by tax dollars. CC Chair Hardy explained that the towns in New Hampshire have several options of how to fund conservation in their town. Our Conservation Fund receives 100% of the land use change tax through the legislative action of town meeting several years ago. Some towns take the LUCT, or a percentage of it and include it in the revenue portion of their budget. In such a scenario, the Conservation Commission would request a contribution that would need to be covered by tax dollars like any other appropriation. CC Chair Hardy also mentioned that town meeting has the authority to create many other options. He pointed out that the Conservation Commission currently only requests \$2,000 annually for their operating budget, which is not utilized to acquire tracts of land or easements. The Conservation Commission relies solely on the LUCT to replenish the Conservation Fund, and works with other organizations like Five Rivers Conservation Trust or the Forest Society when the opportunity arises, to acquire tracts of land or easements. Instead, the Conservation Fund is utilized when there is a substantial parcel of land worthy of protection. As a result, the Commission may take five to ten years to accumulate sufficient funds to acquire a single parcel

of land. CC Chair Hardy noted that without the current LUCT program, the town would not have been able to acquire the Walker Pond parcels from the Penacook-Boscawen Water Precinct, and Walker Pond's accessibility might have been controlled by a private entity. He emphasized the importance of accumulating funds for future significant land use conversions. CC Chair Hardy explained that significant funds become available when a seller conveys a lot or lots into an approved subdivision. For instance, if larger tracts of farmland, like the farmland on Water Street or High Street were to be converted into housing, the amount of funding received through LUCT would depend on the specific formula used by the town. Some towns use formulas allocating some of the LUCT Funds to the Conservation Commission and the balance to the Town.. Another alternative would be to allocate 100% of the funds to the town and establish a budget line. CE Officer Hardy noted the budget line would always be reviewed at least annually. He emphasized the importance of considering the potential consequences that may arise if the town were to modify the allocation of funds for Conservation purposes. Discussion ensued. Chairman Burdick clarified that the initial question was about examining allocation percentages. He noted that going forward, the Board should review all formulas and evaluate potential outcomes. Additionally, he mentioned conducting comparisons with other towns in the state to explore alternative options. CC Chair Hardy proposed that the discussion should be brought up at the town meeting to gather the opinions of the voters. Previously, the Select Board initiated the discussion, resulting in two consecutive town meetings where voters directly shared their comments on the matter. Discussion ensued. Selectwoman Carey suggested that the Conservation Commission could work on developing recreational facilities at Walker Pond, which could potentially be utilized by the Parks and Recreation Program. The funding for the development would not involve taxpayer money. CE Officer Hardy explained that the Conservation Commission is proceeding cautiously with regards to Walker Pond. They have been receiving significant input from many individuals who are concerned about conservation plans regarding the land recently purchased by the Conservation Commission. Currently, the main task of the Conservation Commission regarding Walker Pond is to address the lack of information about the Walker Pond Dam and ensure that it is properly addressed. For example, we cannot confirm the location and ownership of the dam itself. However, in the past, the older dam was removed and relocated without prior consultation with the property owners. CC Chair Hardy noted Conservation will continue to explore recreational opportunities at Walker Pond, but their primary focus at the moment is on ensuring safe access to the pond. Currently, there is only one public boat launch available, which raises concerns about accessibility for boaters and other recreational users. Chairman Burdick noted the pump house still needs to be repaired as well. PCD Director Easler asked whether Walker Pond was the next project that the Conservation Commission was prioritizing, or if they had another project in mind. CC Chair Hardy stated they prioritize contiguous properties to our Town Forests when they are placed on sale due to their time-sensitive nature and the need for prompt assessment.. CC Chair Hardy noted the Conservation Commission is currently looking at parcels in Boscawen between the Weir Road Town Forest and the Boscawen-Concord Town-City line. This sale includes land mostly in Concord and some land in Boscawen. Within the property, there is a pond surrounded by backland. The Conservation Commission's only interest is in the two parcels below the Weir Road Town Forest, as the Conservation Commission would have the opportunity to expand the town forest. Town Clerk Nicole Hoyt provided background information on the May 11 Select Board meeting regarding her initial inquiry about modifying the allocation percentage for Conservation for land use change tax. During a LUCT workshop Town Clerk Hoyt attended in

April, a question was posed to all tax collectors regarding the percentage allocated to conservation. At that time, Town Clerk Hoyt didn't know the specific percentage allocated to Boscawen's Conservation Commission. She reached out to PCD Director Easler and was informed that 100% of the LUCT (Land Use Change Tax) funds were allocated to conservation. This discovery prompted Town Clerk Hoyt to ask the initial question. Town Clerk Hoyt did not intend to change the entire allocation from the Conservation funds. CC Chair Hardy restated that the revenue generated from the allocation may appear significant, particularly when the land in question is large and enrolled in the Current Use program. He noted a 10% tax impact on such land can result in substantial revenue. Deputy PCD Director Kearsten O'Brien noted a .7-acre lot recently sold for \$85,000 so with a 10% impact fee and market value, the LUCT revenue would be \$8,600. She noted most recently with the 16-lot subdivision, all of the land was removed from current use and there were three other parcels for \$135,000 that Conservation Fund recouped at 100%. Chairman Burdick inquired about the total acreage of Boscawen and the specific acreage owned by the town for conservation purposes at the present time. Deputy PCD Director O'Brien provided an initial estimate of 300 acres for one parcel owned by the town, but she would need to refer to reports for more detailed information. CC Chair Hardy noted that the two town forests comprise the majority of the town-owned properties. He mentioned there may be reluctance among some individuals to have the town own property, but that outcome often leads to external organizations like the Forest Society or Five Rivers stepping in to acquire the land or the easement. The Conservation Commission is currently in a discussion with Five Rivers on their new conservation plan. CC Chair Hardy noted the difference between the two programs is that the fundraising for the outside organizations raises funds to be used for acquisition and then towards stewardship. The outside organization would manage the property moving forward. Selectwoman Carey stated anything owned by the town could also be sold by the town. CC Chair Hardy explained that selling a town forest is a challenging process. He concurred that any property owned by the town, which lacks the protection of being designated as a town forest, could be sold quickly by the governing body or town meeting. PCD Director Easler inquired about the possibility of the Conservation Commission selling the town forest if such a decision was voted upon during a Town Hall meeting, unless there is a legal easement in place to prevent it. The process of selling a town forest would be difficult. CC Chair Hardy noted there are methods to ensure the town forest remains protected. He mentioned an effective way would be to transfer the title to a third party. At a previous Town meeting, there was discussion about transferring the town forest into Fish and Game. Residents were not in favor of the transfer at the time. CC Chair Hardy noted he personally was not in favor of selling or transferring the title of the Town Forest or Walker Pond. Selectwoman Carey mentioned the importance of being mindful about members leaving the Conservation Commission to ensure that the land remains conserved for the benefit of the community. No further discussion.

Merrimack County: Town Administrator Phelps introduced Mr. Ross Cunningham from Merrimack County to speak with the Board about the letter from Avitar Associates regarding their form A-9 and A-12. Mr. Cunningham came to discuss the Merrimack County tax bill conflict. The County budget was approved in March and was budgeted at \$9,000 for their tax bill. He said that about a week and a half ago, they received a letter from the Town with Avitar's recommendation regarding their exempt status. Mr. Cunningham has been working with PCD Director Easler to work out a Memorandum of Understanding (MOU) for the boat ramp exemption. Mr. Cunningham mentioned that it is a challenging conversation to have with his

Board regarding the need for an MOU while also needing to match \$34,000 in funds and pay an additional tax bill. Mr. Cunningham's main concern is with communication and adhering to the budget process. Next year the total bill will be over \$30,000. Deputy PCD Director O'Brien stated the town received a letter from Avitar Associates on April 27th. Due to the severity of how many people would be affected, the town sent out the letters before the tax bill went out on May 15th. The letter was presented to the Board on April 27th, the Select Board concurred with Avitar's recommendation, and the letter was drafted and sent out immediately on April 28th. Deputy PCD Director O'Brien noted the letter stated that due to RSA 72: 23-2, county buildings, land, and personal property owned and used by any county for governmental purposes including hospitals, courthouses, registry buildings, and county correctional facilities are exempt. County farms and their lands building and taxable personal property shall be taxed, which is what was removed from Merrimack County's exemption. Mr. Cunningham inquired about the boat ramp and cemetery not being taxed appropriately. PCD Director Easler noted that the town is currently in their five-year reevaluation year, so they are examining tax exemptions more thoroughly and additionally, they have a new tax representative from Avitar Associates. Deputy PCD Director O'Brien said RSA 72: 23-2 has always been in place, it has not changed. It requires that they pay the tax bill immediately. It does not allow any abatements. Deputy PCD Director O'Brien stated since the Select Board concurred with Avitar's recommendation and sent out the letters, Merrimack County can only appeal for relief through the Board of Tax and Land Appeals (BTLA) per RSA 72: 34-A by September 1. Mr. Cunningham noted the County will pay accordingly and discuss appealing to BTLA or Superior Court.

As for the MOU for the Boat Ramp, the Commissioners have an electronic copy and Mr. Cunningham has asked them to respond accordingly to the last review to approve it. Mr. Cunningham looked into the town's policy about merging parcels. He would like more information about merging the boat ramp and cemetery parcels. Deputy PCD Director O'Brien noted the parcels that were taken off of being exempt from Merrimack County: Map 49, Lot 16 Sublot 1 which is a 9.34-acre parcel, Map 49, Lot 19, a vacant lot of .34-acre parcel, Map 49, Lot 21C, a vacant lot of .29-acre parcel and Map 49, Lot 21, which is 482.50 acres improved with a garage and miscellaneous outbuildings. Mr. Cunningham said they will review the parcels and discuss further. Town Clerk Hoyt asked if there is potential for a pilot agreement. Deputy PCD Director O'Brien stated there could be room for discussion on a pilot agreement. Mr. Cunningham noted they would be open to discussing the pilot agreement further. Selectwoman Carey asked for the progress on the boat ramp project and if outreach to Commissioners would be helpful. Mr. Cunningham encouraged outreach to Commissioners and said their plan is to match the \$34,000 and use the remaining ARPA funds to leverage the project. He has not received any pushback from the Commissioners thus far about the boat ramp. The boat ramp will be accessible to everyone and there will be extra signage put up around the area. Mr. Cunningham mentioned that the plan gives the county opportunity to put policies behind the boat ramp and invest in the growth of the area. Discussion ensued. Mr. Cunningham noted Merrimack County sent out letters in regard to the Wastewater Treatment Plant project. It will increase traffic around the area and the product from the plant will be transported to Canada so there will be heavy trucks on the road. Mr. Cunningham discussed the preventative care and issues that the county has been working on for the wastewater treatment plant project. No further discussion.

Non-Public Sessions:

Selectwoman Carey motioned to enter a nonpublic session at 6:54pm under RSA 91-A:3 II (c). Seconded by Selectman Bevans. All in favor. None opposed.

Chairman Burdick motioned to exit the nonpublic session at 6:57pm under RSA 91-A:3 II (c). Seconded by Selectwoman Carey. All in favor. None opposed.

Selectwoman Carey motioned to seal the nonpublic minutes under RSA 91-A:3 II(c) as it would adversely affect a reputation of an individual other than a member of the board. Seconded by Selectman Bevans. All in favor. None opposed.

Selectwoman Carey motioned to enter a nonpublic session at 6:59pm under RSA 91-A:3 II (l). Seconded by Selectman Bevans. All in favor. None opposed.

Chairman Burdick motioned to exit the nonpublic session at 7:28pm under RSA 91-A:3 II (l). Seconded by Selectwoman Carey. All in favor. None opposed.

Chairman Burdick motioned to seal the nonpublic minutes under RSA 91-A:3 II (l) for consideration of legal advice provided by legal counsel, as it would render a proposed action ineffective. Seconded by Selectwoman Carey. All in favor. None opposed.

Department Head Updates: Facilities Director Gary Moore presented a few projects for discussion. He applied for the 1772 Foundation window grant and sent a draft to the Select Board to review. FD Moore indicated that he updated the draft to include Selectwoman Carey's feedback. He asked the Board to answer a few questions in order to finish the application. The questions posed included if the project has been considered by the town or city council, if so, what was the outcome and if local municipal officials discussed or endorsed the project. Selectwoman Carey noted the Board has had numerous discussions on the windows but never voted to endorse the project. FD Moore started researching grants after the Board had a meeting with Penacook Academy Review Committee about their concern regarding the windows and paint around the framing of the windows. Selectwoman Carey recommended the Board vote to move forward with the window project. FD Moore noted if they move forward with the grant, it should cost nothing to repair the windows. Selectwoman Carey mentioned she reviewed the quote from the Sash company which excluded removal and a few other transportation needs. She added in an additional \$1,000 to cover the additional expenses. Selectwoman Carey asked if the \$1,000 would be the town's contribution or if the town would need to hire an additional company to complete the remaining work. FD Moore stated the quoted price of \$7,075 included Sash Company taking the windows out. He suggested keeping the additional money aside for additional expenses such as putting plexiglass behind the window to cover it. Selectwoman Carey noted there are a multitude of expenditures and she wanted to ensure the town appropriated enough funds. FD Moore asked the Board for approval to move forward with the window grant. Selectman Bevans recommended 48-inch-high windows to meet the grant requirements. He noted under the scope of work, the windows are 37.5 inches wide and 8.25 inches high. FD Moore noted photos are required for the grant. He will refer back to the grant to confirm width and height requirements. Selectwoman Carey recommended reaching out to the Penacook Academy Review Committee and Boscawen Historical Society to encourage them to support the application for the grant.

Chairman Burdick motioned to allow Facilities Director Gary Moore to move forward with the Moose Plate Grant to replace windows in the Municipal Office Building, formerly known as the Penacook Academy. Seconded by Selectwoman Carey. All concurred. None opposed.

FD Moore updated the Board on the Police Department flooring project. He previously received a quote for \$17,000 to redo all the police floors. FD Moore obtained a new quote of \$14,000 from a referral sent by Selectman Bevans. The quote is valid for 10-days. As of now, the flooring is put on hold to prioritize other projects. No further discussion.

FD Moore reached out to Mr. Poulin, a local contractor for a quote to repair the Municipal Building back door. FD Moore previously researched quotes and could not find anything under \$2,025 to repair the door. Mr. Poulin could repair the door for \$375 and it could last between 10-20 years. FD Moore explained the process of replacing the door. Selectwoman Carey noted there was a water issue at the backdoor. She asked if water could be diverted. FD Moore said it is difficult to divert the water due to window placement, but one solution would be to install a gutter. He will research further on how to divert the water.

FD Moore presented an update on the Town Hall project. They finished fixing the drain and pumped out 2,500 gallons of sewage, the line was blown out and they had to demo and clean it up. The total cost of the project was \$12,500 but Primex covers \$10,000 so the town's expense was only \$2,500. FD Moore noted there are other necessary repairs, but they can be put on hold for now. There is a meeting in September to discuss other situations and if they need to restore some flooring, FD Moore recommended holding off until after September 1 and including it in next year's budget.

FD Moore introduced Malcolm Bliss from Kearsarge Energy Co. He explained that Malcolm's company manufactures solar places. They don't need the town's land; their work is contractual. They work with Unitil, and the town gets a credit for every \$1,000 spent in electricity. FD Moore suggested forwarding his contact information to the Energy Committee to discuss details further. Chairman Burdick agreed that the Energy Committee should decide whether it works in conjunction with what they're currently working on. FD Moore will send Malcolm the Energy Committee contact information and introduced him to the Committee.

FD Moore presented three options for replacing the generator. He noted the longer they wait to replace the generator, the more expensive it becomes. Four years ago, it would have cost \$65,000 and now it's up to \$130,000. Selectman Bevans clarified that the warrant article four years ago was not to replace the generator. It was to take the generator with another switch into the main controller and operate the entire building off the generator, minus the elevator. FD Moore stated if the town went back to diesel, it would save about \$5,000 to \$10,000. The generator would cost more because it has to meet several RSA requirements. Selectwoman Carey asked if Homeland Security would be willing to match 50% of the adjusted price for the generator. FD Moore has been in touch with the grant representatives and there are three options to explore. The project can remain as it is and the grant will pay 50% of the 99,000 or he can change the project amount to \$130,000 and they will pay 50%, or \$65,000. Option three would be to change the project amount to \$75,000 and Homeland Security would match an additional \$75,000. Yeaton

Associates increased their price to \$12,500 to complete all the engineering for the gas. The total bill would be \$143,370 which is \$6,630 less than the \$150,000 quoted. They said the town can make it up by deducting any labor dedicated to the project, meetings with Select Board, phone calls and emails as long as it falls during the period of performance. FD Moore said they could include a small addition to the project such as a shed to use the remaining balance. Chairman Burdick noted prior to reviewing the options, it made sense to convert to natural gas. With the options presented, specifically option three, it would increase the cost by \$5,250 over the original option that was approved. Chairman Burdick was in favor of natural gas for the minuscule increase because it is more reliable. FD Moore said if the town lost power due to inclement weather, they would have 24 hours to get fuel. By switching to natural gas, it would be unlimited and last longer in the course of ten years. FD Moore recommended option three. He would like approval to award the bid of \$130,000 for the generator. Selectwoman Carey asked if Homeland Security would reach out before the bid is awarded to confirm they would match the \$75,000. FD Moore said the town won't hear back from Homeland Security until after because the process consists of the governor signing off which could take 2 to 3 months. FD Moore asked for clarification on the missing \$49,000 in the Municipal Buildings Capital Reserve Fund that was approved this year. He noted there is currently \$30,000 in there and he has a total of \$80,000 to use for projects. He currently has used about \$10,000 of the budget. TA Phelps clarified that the \$49,000 is not in the Capital Reserve Fund, it is in the general fund. It was appropriated in the budget because it was a separate warrant article. It is available for funding when FD Moore is ready to use it. TA Phelps asked where the money will come from if the grant doesn't go through. FD Moore clarified it would be taken out of the Municipal Buildings Capital Reserve Fund and they would postpone other projects this year. Selectwoman Carey clarified if the town doesn't receive the grant, they have to pay the remaining \$30,000. FD Moore has the funds available to cover the remaining cost if needed. TA Phelps noted she is unaware of what transfers have been made from the capital reserve fund so she would need to review FD Moore's budget. Discussion ensued. Selectman Bevans asked some questions for clarification. The quote of \$12,500 from Yeaton Associates included the \$9,375 that was already paid. It would be an additional \$3,125 to switch to the propane tank. Selectman Bevans is not in favor of spending the additional \$30,000. He stated the town already contributed half from the generator fund and half from the grant. FD Moore was concerned with putting the project off again and the price increasing. He does not want to lose the grant opportunity they have. Selectwoman Carey asked how much the grant has funded thus far. FD Moore noted they don't fund anything until the project is complete. There has been \$9,375 expended on the project thus far and then the additional \$3,125 would be to add the propane tank. Selectwoman Carey noted anytime the town applies for a grant, it needs to include the quote, administrative costs, and other additional expenses. At this point, the town can ask for an amendment of the current grant awarded to get \$75,000 instead of \$50,000. It would still not cover all the costs associated. Some costs will be reduced by logging labor hours. Discussion ensued. The discussion to switch to gas started with Emergency Management Director Jason Killary, Building Inspectors Hardy and Chuck Bodien. FD Moore noted the initial purpose was to replace the generator with a new one to run the facility as an Emergency Operation Center (EOC). The original \$99,000 approved included a 100-kilowatt generator which would have been sufficient with running the whole operation. TA Phelps clarified that DRA confirmed that if the Select Board are agents to expend from the Municipal Buildings capital reserve fund and have the authority, they can approve expenses over what was previously approved. Chairman Burdick was in favor of option three but noted if the

grant isn't approved, there are no other projects being completed for this year. He asked if the generator was the top priority or if FD Moore had another project that should take priority. FD Moore stated in his opinion, the town has the need for an EOC. The only other major project is the Police Station flooring which Chief Killary confirmed could be put on hold. FD Moore stated there is still an additional \$40,000 available to use for projects after the generator is replaced. He also suggested cancelling the Town Municipal Building painting project to save \$27,000 for the town. The funds could not be used toward the generator project. Selectwoman Carey suggested expanding the moose plate grant to include the painting project. FD Moore had previous discussion about the expansion and the representative recommended requesting a smaller amount for the first year. TA Phelps asked when they will contribute to the Capital Reserve Fund for the boiler. She recommended the boiler project be prioritized over the parking lots because if it breaks, it will cause a huge issue. FD Moore estimated around \$10,000 to \$20,000 to replace a boiler. He said the town's boiler is currently in great shape and runs on natural gas. He is still planning for the replacement and will start putting aside at least \$5,000 this year into the Capital Reserve Fund to prepare for the future need. Selectwoman Carey noted it is important for the public to be aware of the multitude of projects that are occurring. Discussion ensued. Chairman Burdick was in favor of option three with the caveat that FD Moore prioritizes finalizing the Homeland Security grant and if not, he will have no projects for the remainder of the year. Selectwoman Carey concurred and noted the importance of keeping track of the project labor for the in-kind contribution. At the next meeting, Finance Director Kate Merrill will be able to provide an update on the current funds available in the Municipal Buildings capital reserve fund. FD Moore will award the generator on June 6.

Chairman Burdick motioned to allow Facilities Director Gary Moore to move forward with the selected winner of the Generator contract. Furthermore, to move forward with option three of the grant application through Homeland Security for the amount of \$75,000 with an in-kind contribution from the town of \$10,000. Seconded by Selectwoman Carey. Selectman Bevans in opposition. Two in favor. One opposed. Motion passed.

Chairman Burdick opened public comment at 7:54PM

Resident of Corn Hill Road—Mr. Joshua Crawford mentioned the light fixture on the left side of the stairs in front of the municipal building needs to be replaced. FD Moore will replace the lightbulb.

Chairman Burdick noted the flags in town are 3x5 and are significantly small for the flag poles. He mentioned to FD Moore, for the future, when the flags need to be replaced to buy them quickly and in a bigger size. Selectwoman Carey suggested asking the American Legion to sponsor a larger flag.

Chairman Burdick closed public comment at 7:58 PM.

Next Meeting: Thursday, June 1, 2023 at 6:00 PM.

Selectwoman Carey motioned to adjourn. Seconded by Selectman Bevans. All in favor. None Opposed.

Respectfully submitted by Hannah Gardner