

**Town of Boscawen
Select Board
MEETING MINUTES
Thursday, October 5, 2023 at 6:00 PM**

In Attendance: Matt Burdick, Lorrie Carey, Bill Bevans, Katie Phelps, Kellee Easler, Gary Moore, Jason Killary, Nicole Hoyt, Alan Hardy, Tama Tillman, & Dean Hollins

Guests: Eric Guay, Loren Martin, & 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/Public Minutes for Approval—09.28.23
- Renew Health Officer & Deputy Appointments

Selectwoman Lorrie Carey noted grammatical changes to the 09.28.23 public minutes.

Town Administrator Katie Phelps suggested a correction to the 09.28.23 nonpublic minutes under RSA 91-A:3 II (L). She noted that it was legal advice and not sealed by the Select Board.

Selectwoman Carey motioned to seal the nonpublic minutes from 09.28.23 under RSA 91-A:3 II (L). Seconded by Selectman Bill Bevans. All in favor. None opposed.

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

Scheduled Guests & Hearings:

Town Forest Proceeds: Mr. Alan Hardy, Chair of the Conservation Commission, reported that there was a timber cut in progress at the Barnard lot, on the backside of the Town Forest. Once the cut has been completed, there will be proceeds from the cut. Mr. Hardy explained that the procedure for what to do with the proceeds involves a discussion between the Conservation Commission and the Select Board. Mr. Hardy mentioned that the Town Forester, Mr. Charlie Niebling, determined that the best access would be through the abutting property. Mr. Niebling has been monitoring the lot regularly. Mr. Hardy noted that past Select Boards have approached the proceeds differently, so it would be up to the current Board to decide on the best solution. In the past, Boards have either put the money back into the town or kept it with the Conservation Commission to work on the forest. Selectwoman Carey asked how much the proceeds would be. Mr. Hardy was not certain but stated that the net proceeds would likely exceed \$10,000, based on the estimated numbers. He mentioned that it was a mature lot, and the timber quality was not as

high as in other cuts. Specifically, it was a pine lot, not a hardwood lot. Chairman Burdick asked whether past Select Boards have typically chosen to keep it with the Conservation Commission or allocate to the town. Mr. Hardy explained that in the past, Boards have leaned to both sides of the extreme. Mr. Hardy noted that the Town Forest account is funded exclusively by the proceeds of timber cuts, and the Select Board's decision directly impacts it. For the last cut, 100% of the proceeds went to the Conservation Commission to complete work in the forest. Mr. Hardy said Mr. Niebling will provide recommendations to the Conservation Commission regarding the potential uses of the proceeds. At that point, the Commission will discuss and bring their recommendations to the Select Board for approval.

Building on Class VI Roads: Mr. Hardy proposed creating a draft document for building permits for Class VI roads and then reviewing it with the Technical Review Committee (TRC) before presenting it to the Select Board. The Technical Review Committee is made up of all the Department Heads and is also a subcommittee of the Planning Board. After the draft is reviewed by the Select Board, it would go to a public hearing to vote on the procedure. Mr. Hardy noted the general process of managing building permits on Class VI and private roads is done on a case-by-case basis by other towns. It includes individual input from the Planning Board as well. When an individual requests a building permit, it would be reviewed by both the Select Board and Planning Board. Mr. Hardy presented questions for the Select Board that could be resolved before or after the document is drafted. He asked if the Board would like to view Class VI roads (unmaintained town roads) and private roads the same. If the Board would allow building permits on Class VI and private roads, and if the Board would like to allow more than accessory structures, such as new construction of primary homes. Selectwoman Carey asked why they would treat Class VI roads just like other town roads. Mr. Hardy said one difference procedurally would be that under the new statute, RSA 674:41, the town would be required to get release of liability which they currently do not have. Mr. Hardy was concerned about access to camps that are at the very end of some of our private roads. For example, he said on Tote Road, there is one camp that the town would have difficulty getting emergency personnel in to. He agreed that the town needs more housing options but, on a case-by-case basis, this would add some new options. He noted in the Blagbrough Supreme Court case, the Court found that the Select Board can issue building permits on a case-by-case basis. Chairman Burdick noted that in their initial conversation, they had no issues with accessory structures because they agreed it was the property owner's decision to build a shed, deck, garage, etc. He was concerned with putting new construction on Class VI roads. Selectwoman Carey suggested researching more about new construction on Class VI roads to see what other towns have done. Planning and Community Development Director Kellee Easler stated that Salisbury currently allows building on Class VI roads, but they have to sign a waiver and record it with the Merrimack County Registry of Deeds. Selectwoman Carey recommended researching further into the liability, costs, and administrative process. She also suggested going back to any construction that has been done and legitimizing it. For example, if new construction was built previously without a permit, it should now have a permit. Mr. Hardy stated he would like to start the process of creating a town document for Boscawen. He noted they can continue to edit it as they conduct further research and discuss. Selectwoman Carey agreed that creating a draft specifically tailored to Boscawen would be part of their research. Mr. Hardy presented two working documents from the towns of

Nottingham and Harrisville. The Nottingham document noted that any new construction must comply with zoning. One of the advantages of that was underlying zoning of what is allowed in each zone and the percentage of coverage would apply to any lot in town. Selectwoman Carey was concerned that existing owners on Class VI roads lack the understanding of their situation. They don't understand their limitations. She suggested that it was the town's obligation to educate those residents about their situation and have them be part of the process. Mr. Hardy noted there should be a select board public hearing and the TRC meeting should also have a public hearing process. Chairman Burdick learned the history behind Goodhue Road, Lawrence Ave, and Welcome Ave. There was a private road that was once maintained by the property's owners on Lawrence and Welcome Ave. The owners eventually petitioned for it to become a town-maintained road (Class V). He was concerned that if they allow new construction on Class VI roads, it will eventually lead to the same petition. Discussion ensued. Selectwoman Carey suggested the Board should continue to research further and Mr. Hardy should continue to work on the draft document. Selectwoman Carey recommended notifying neighbors on Class VI roads about the ongoing process so they can provide any opinions they may have. All concurred.

Department Head Updates: At last week's meeting, Public Works Director Dean Hollins discussed a paving issue on Merrill Corner Road, which is a Class VI town road. PCD Director Easler said they have had discussions with different property owners on Merrill Corner Road. PWD Hollins stated that Merrill Corner Road has not been the only road they have discussed about making private. He said the homeowners share control so it would need to be decided on as a group. PCD Director Easler mentioned with private roads, if someone has a mortgage, the bank could call the note whenever they want. If the bank found out that the road became discontinued or private, it could become an issue. PWD Director Hollins noted that with Class VI roads, everything falls under Class V except for maintenance which gives the homeowners more flexibility through the town process and financing. Chairman Burdick asked about the effect on the mortgage and homeowner insurance if the road became private. PCD Director Easler said they were unsure about the effects, but it was brought up by the assessors and town counsel. She noted they would want to make residents wanting to discontinue a road aware about the possible situation. PWD Hollins said it would take a lot of research to find the effects. He estimated that the homeowners insurance would change a little. PCD Director Easler noted that two residents located on Merrill Corner Road were present at tonight's meeting to discuss this with the Select Board.

9 Merrill Corner Road—Mr. Eric Guay inquired about accessory buildings. He asked whether it would include subdivisions of lots on Class VI roads if it were to apply to dwellings. Mr. Hardy did not have an answer at that time. Mr. Guay suggested to think about it because there were residents on those roads that have a lot of frontage on the road and if subdividing was allowed, it would bring in more houses. Selectwoman Carey said it would change the culture of the road because many residents live on those roads due to the privacy. Mr. Hardy noted the subdivision process wouldn't be affected by which road it's on. PCD Director Easler said her understanding was that they could only subdivide on a Class V road. They cannot subdivide on a Class VI road. Selectwoman Carey said it could open an avenue for people to petition to make it a Class V road. Mr. Hardy clarified that the homeowners would need to bring it up to standard. PCD Director

Easler added that all the homeowners on the road would need to be involved in the petition. She mentioned that they have also been working with Central New Hampshire Regional Planning Commission (CNHRPC) to change the Road Acceptance Policy to allow the decision of road acceptance to go to the legislative body for a vote rather than the Select Board.

PWD Hollins said he was contacted by a property owner a few weeks ago who has land that abuts a piece of town property on 42 Water Street, near the Maplewood Cemetery. The property owner had a few trees that needed to be maintained and he wanted to know the process of getting them removed. PWD Hollins pulled out the property owners deed which measured from a painted rock. They researched further into the property next door and found a boundary pin to measure from. PWD Hollins was confident that the boundary pin was far from the cemetery, and the trees belonged to the town. He asked the Board if they would like him to contact a few tree service companies for quotes to cut the trees. The property owner was only concerned about the trees leaning towards his garage. PWD Hollins asked the Board if they would like them to remove the wood inside the trees or leave them in the tree line. Chairman Burdick suggested taking out the wood and leaving it on the side of the road for residents to take for free. PWD Hollins will contact tree service companies on Monday.

PCD Director Easler presented two Veterans Credits and one Solar Exemption for approval.

Chairman Burdick motioned to approve the \$500 Veterans Credit for Map 183D, Lot 95. Seconded by Selectwoman Carey. All in favor. None opposed.

Chairman Burdick motioned to approve the \$500 All Veterans Credit for Map 183D, Lot 95. Seconded by Selectwoman Carey. All in favor. None opposed.

Chairman Burdick motioned to approve the \$11,200 Solar Exemption for Map 94, Lot 3. Seconded by Selectman Bevans. All in favor. None opposed.

Facilities Director Gary Moore gave an update on ongoing projects. There were three new bollards installed outside the back entrance of the Municipal Office Building along with new concrete bases. FD Moore said the LED lights have three different settings for adjusting the brightness. They started painting the Municipal Office Building and have just completed the backside wall where the police cruisers park. Next week the backdoor will be repaired. FD Moore said they are saving about \$2,000 by having it repaired and not replaced. They plan to get rid of the rot and put a new base on the door. FD Moore mentioned that he approves and maintains a lot of the monthly maintenance records of different items including Unitil electric accounts, 3 Zero Waste accounts for all different buildings, TDS telephone accounts, etc. He also set up an excel spreadsheet to keep track of the Municipal Office building consumption and costs of therms. He explained that a therm was an energy measurement of hot or cold. FD Moore tracks the data monthly to determine if the therm prices and energy consumption have decreased compared to last year. Chairman Burdick inquired about the findings thus far. FD Moore has found that it has decreased but it fluctuates each month so at the end of this year he will be able to have an accurate YTD total to compare to last year. Selectwoman Carey asked if the front part

of the building, where the library is located, will be painted. FD Moore said the front has been painted and tomorrow they will bring a boom to finish the upper part. The building's color scheme will feature dark gray and light gray with white trim around the upper part. The trims on the windows, awning, and front porch will be green.

PWD Hollins gave an update on the Public Works Department. They completed the topcoat of paving on Marlboro Road to Corn Hill Road to the State Road. The paving on Pine Street was finished but they will be coming back to complete the gravel work. PWD Hollins went to Fairbanks on Wednesday and put a topcoat on and completed the paving. They had to dig it all out, re-gravel, base pave, and top pave. PWD Hollins put a light shim coat and thin topcoat on Commercial St which should last about 7 to 10 years dependent on how active the gravel pit is. PWD Hollins said they scheduled to pave Knowlton Road and a short section of Raymond Road next week. Selectwoman Carey asked about the last time Knowlton Road was paved. PWD Hollins said the road was built decently so they repatched it along with Raymond Road about 12 to 13 years ago. PWD Hollins said they are still waiting on their new pickup truck. It has been sitting at Grappone waiting on a recall for something involving the tailgate for a backup camera. Unfortunately, the paperwork was not signed before the recall so they cannot take it off the lot. PWD Hollins said the old truck will be out of commission in a few days because it requires a lot of work that would be costly in order to get a new sticker. He noted that dealerships have been waiting on parts so he was unsure when they would get the new truck.

Police Chief Jason Killary gave an update on the Police Department. He stated that they have the same recall on their new Ford Explorer. When he called to get an update, the dealership said they had no idea when they would get the parts in. Police Chief Killary said today he took a delivery of their new vehicle from MHQ out of Marlborough, MA. He was very pleased with the company he worked with. He received a call from the Account Manager at MHQ last week and they said the vehicle order still existed, but they didn't know when the vehicle would get there or where it was in the process. The manager offered a vehicle that they had on the carrier and once Chief Killary signed the paperwork, they FedEx overnight shipped the certificate of origin and then drove it to NH today. Police Chief Killary said in the past, he has bought the vehicles from local dealerships and then had to find a company to install the police equipment and then bring it to be lettered. MHQ does everything so that the vehicle is service ready when delivered. Police Chief Killary said Concord Fire Department gets all their command vehicles through MHQ. He noted that the strike has changed the way vehicles are going to be sold. The MHQ representative told him there wouldn't be a 2024 police cruiser model because they are currently back ordered for 2023 models. Once they finish the 23' models, they plan to start constructing the 2025 models. Police Chief Killary said for a 3-month period, Ford will be taking orders. The MHQ representative will keep him updated on the timing. Police Chief Killary said the vehicle was hybrid and he was looking forward to saving on fuel, maintenance, and the life expectancy of the vehicle.

Police Chief Killary noted the 2nd annual Police vs. Fire Softball game will be on Saturday, October 14 at 4pm at the Jamie Welch Field. On the same day, the 1st annual Pumpkin Ride and Walk will be held from 10am to 2pm at the Boscawen Town Park. There will be local businesses

at the Pumpkin Ride and Walk to provide refreshments. There will be a food truck present at the game. Police Chief Killary said Gate Night will be held at the Boscawen Elementary School. A new speed record was broken in town. The officer caught an individual on a motorcycle going 130 MPH and Police Chief Killary noted it was not a pursuit. He said the individual pulled over and was very cordial. The individual was charged with reckless operation. Police Chief Killary said he was charged with reckless operation twice but would only be convicted once. The fine would be a minimum of \$500 and a minimum of 60-day loss of license and it could be as much as \$1,000 fine and 90-day loss of license. Chairman Burdick asked if it was in a passing zone. It was not in a legal passing zone. Police Chief Killary said they get constant complaints about motor vehicles. The other day they arrested someone for a DWI. Police Chief Killary said the officers will be out as often as they can to patrol the roads.

Town Clerk Nicole Hoyt provided an update on the Tax department. There was a press release published on the town website regarding the Vet to Vote event. It will be held this Saturday, October 7th and Town Clerk Hoyt will be volunteering. The Secretary of State's office will also be having different sections of the elections being played out to educate the public. Town Clerk Hoyt said it will be well attended. Tomorrow night the Supervisors of the Checklist are meeting, and it will be the final day to change your party affiliation for the 2024 primary. There have been a lot of people coming in to check their affiliation. The meeting will be held at the Municipal Office Building from 6:00PM to 7:30PM.

Town Clerk Hoyt said unfortunately the office has another vacancy to fill in the department. She noted she can answer any specific questions in a nonpublic session. She has been working on the updated job descriptions based on what they have learned over the last 6 months. They will need to be reviewed by Human Resources Director, Kate Merrill, when she returns on Tuesday. Town Clerk Hoyt would like permission from the Board to post the job on Tuesday if FD Merrill approves of the job description. Selectwoman Carey inquired about whether they can look at past applicants that applied for the position. Discussion ensued. Town Clerk Hoyt said there was no viable pool to pull candidates from. Selectwoman Carey asked if there were retired individuals from other communities who may be interested in working per diem. Town Clerk Hoyt said per diem would not be possible with the amount of work the department has. She is currently handling tax collect, welfare and town clerk duties which is projected to get busier this month. She noted that Deputy Town Clerk Karyn Chagnon already has a lot on her plate as well. They have welfare clients come in and it can take over an hour. The applications are extensive, and Town Clerk Hoyt has been reviewing the guidelines for any welfare updates. She noted the Board needs to vote on a new standard of need for food and housing. She found that food was roughly 4.3% to 4.9% more than last year. She is still working on getting an estimate for non-food items. She mentioned that there needed to be a standard of need on file. It doesn't mean the town has to always hit the standards, but they can be in trouble for having an abnormally low standard of need. Selectwoman Carey clarified that it was a Merrimack County based standard of need. Selectwoman Carey asked if they were doing the Market Basket coupons again this year for the holiday food baskets. Town Clerk Hoyt said they plan on doing them again this year but haven't been able to find their past practices from last year. Town Administrator Phelps noted a change with the job description was that it would not be a salaried Department Head position. It

would be hourly, and the employee would report to Town Clerk Hoyt. Town Clerk Hoyt noted she was the supervisor of the office and their time-off but for anything welfare related is reported to the Select Board or TA Phelps. TA Phelps noted she was overseeing the Community Services department, but she doesn't work in that office and it's difficult to judge performance so that's why they agreed Town Clerk Hoyt would be the primary supervisor. Selectwoman Carey mentioned that the welfare handbook would need to be reviewed and updated. Town Clerk Hoyt said the last time the handbook was reviewed and approved was in 2021. There were updates so she will highlight them for the Board to review. Selectman Bevans inquired about why they wouldn't hire two part time employees. He explained that Town Clerk Hoyt is spending time to cross train the Human Services Coordinator in various duties so if that person leaves, the department will be lost. If they hired two part time employees, he felt that they would be able to maintain the workload better because people are splitting up the duties. Town Clerk Hoyt said all the positions are specific so they can pick up each other's duties, so a client isn't waiting. She noted welfare is closely related to tax collect. Town Clerk Hoyt said the standard requirement stated a Human Services department must be available during business hours 5 days a week to receive clients. Discussion ensued. Chairman Burdick inquired whether the two different titles were necessary. He suggested one title and laying out in the job description that the position would be cross trained. Town Clerk Hoyt said based on the situation they just had; it would be necessary to have two different titles. If they post a Community Services Coordinator with all the duties listed, most people don't pay attention. If they list the postings separately, the people applying will understand that they need to be able to perform all the duties for both titles. Chairman Burdick suggested to have FD Merrill review the job descriptions on Tuesday and if she is in favor, the Select Board will approve to post at Thursday night's meeting.

PCD Director Easler gave an update on the Planning and Community Development Department. The Planning Board approved a 3-lot minor subdivision on Queen Street. The Board also finalized a 31-clot cluster major subdivision on High Street with a lot of conditions. PCD Director Easler mentioned it will be a lot of work. She has been working with CNHRPC on the Land Development Regulations, the Road Acceptance Policy and Zoning Ordinance. All of the first drafts have gone out. There are only two more meetings before the public hearing for the zoning ordinance. PCD Director Easler noted the department has many fall trainings and they are down a person on maternity leave.

Selectwoman Carey asked about the staffing at the Police Department. Police Chief Killary said they are in the background process of hiring someone. If they hire the new person, they will be at 7 officers. There may be a potential of losing an officer by the end of the year, but the department has been steady. Discussion ensued. Chief Killary said the past pool of candidates were not viable options for a future position. He said the State of NH has strict requirements on hiring a police officer. They must be able to pass a physical test. Many states don't have that so there have been instances where neighboring towns hired agency heads with good police backgrounds, who were physically unable to pass the PT test. Police Chief Killary said he would like to find someone who would be certified and trained from another agency. Discussion ensued. PWD Hollins noted that he was also down an employee. He has posted the job position and noted he had no candidates from the previous pool.

Treasurer Tama Tillman expressed her concern about the vacancy. She stressed the importance of posting the position as soon as possible. She suggested to not wait until next week to post the position because if they wait, it will be another 1 to 2 weeks before they start the interview process. She noted that this month the sewer bills and taxes are going out. There will be a major influx in the workload of the department. The position used to be extremely busy all the time, so she stressed the importance of filling the position as soon as possible. Ms. Tillman did not think FD Merrill needed to review the description before posting it. Discussion ensued. TA Phelps proposed posting the job Tuesday after FD Merrill has had the chance to review them. The Board agreed that if HR Director Merrill approved the descriptions on Tuesday, she could post the positions.

TA Phelps noted the Boscawen School Representatives are attending the Select Board meeting on Thursday, October 12th at 6:00PM to discuss the Merrimack Valley Tuition Agreement.

Chairman Burdick opened public comment at 7:22 PM.

Ms. Loren Martin asked Chief Killary about the number of employees the Police Department has. Police Chief Killary said that having 6 officers leaves the department behind. They need to hire the 7th officer to be able to cover all the shifts and calls. He noted a lot of duties that go into a Police Department, need to be done by a supervisor. Ms. Martin asked because she has heard that a lot of employees are leaving due to the compensation. She suggested it would make sense to manage the 6 or 7 employees and pay them more, so they are willing to stay. It would promote longevity and loyalty. Police Chief Killary agreed and stated the department heads came up with wage schedules for individual departments. They have never had a wage schedule before and it will help all the departments stay current. Police Chief Killary said he has always been in favor of advertising the town benefits for employees. He wants someone to want to work for the department based on what they offer. He noted they don't have a pay scale like bigger towns, but they make up for it in different benefits such as newer equipment and more vacation time. Chief Killary spoke with department heads about the 8th position he asked for last year. He was not comfortable asking for it again this year because he has hired a lot of new people. He would like to build a good foundation first before bringing in another new person. Discussion ensued. Police Chief Killary noted he was comfortable with 7 officers to conduct the daily duties of the department.

Ms. Martin commented on RSA 674:41 regarding Class VI roads. It stated before it goes before the governing body, it has to come before the Planning Board for review and comment back to the governing body. Ms. Martin said Planning Board discussed it, but she was uncertain if there was a decision made. The Planning Board discussed accessory dwellings and whether an existing building should be able to add a shed or put a garage. If they live there, the owners should be able to add on. Mr. Martin had the same hesitations as Chair Burdick stated on new construction. It wouldn't put any liability or maintenance on the town, but it could have potential issues in the future for the roads. It could be petitioned to be approved and taken over by the town. Ms.

Martin said overall she was not in support of new construction but was in favor of people adding a deck or shed without permission to their existing homes.

Mr. Joshua Crawford asked for an update on the Penacook Rescue Squad meeting about Torrent Station. Chairman Burdick noted they have still not met to discuss further. Mr. Crawford also commented on the Town Forest proceeds discussion. He suggested if they do sell some town trees, most of the proceeds should go back to the town. He noted that Conservation Commission should still receive some of the proceeds. Mr. Crawford also reminded the Board and town staff that they had a discussion earlier in the year regarding the elevator contract. They were shopping around for cheaper prices but needed to give a 3-month notice to end the current contract. Mr. Crawford suggested to keep it on the towns radar since the deadline is approaching. It noted it could save the town money for next year. FD Moore noted at this point they will be staying with Otis, the current contractor. After researching, he found that the town wouldn't save a lot with a different contractor. The current contractor wanted to put in a new board that cost \$18,000. FD Moore spoke with other contractors and found that the board could be repaired within a week. No further discussion.

Selectwoman Carey commented on the staffing issue of the town. She reiterated Ms. Tillman's comment that there was a perception that employees are undervalued. Selectwoman Carey said it is incredibly problematic because the town could not run without the employees in every department. She stressed how value the department heads and employees bring to the town. She noted the town needs to do a better job at advertising to the public, how much work the town staff does for the town.

Police Chief Killary discussed Gate Night Trick or Treating hours. He noted that NH was unique and posts hours for all towns and cities. Most states do not post trick or treating hours. Boscawen's hours for trick or treating will be 5:00PM to 8:00PM. Chief Killary researched and found that areas that post hours were subject to violence and vandalism at different times throughout the last century. Halloween was once a whole weeks tradition of mischief and vandalism. At times it was expense and even broke out into riots. At one point in the State of NH, Governor John King, went on a televised address, asking the population to behave and limit their vandalism and rioting during the Halloween celebration. When things started getting worse, municipalities started posting times to limit the instances of mischief and violence. Chief Killary noted the types of mischiefs and crimes that were happening during those times, have since faded. It has now become a proactive coordination for town communities, so residents know when to expect trick or treaters. Residents can still trick or treat whenever they want to. Chairman Burdick said the question was posed because there was a private event happening from 4:00PM to 7:00PM and the town posted 5:00PM to 8:00PM. It could create confusion amongst residents and businesses of the town. He wanted clarification on where it came from and why the town does it. Chief Killary also noted the timing helps with traffic control. TA Phelps asked if they were taking enforcement action on changing the private event times. Chief Killary said they can't enforce any action. Even if someone wanted to trick or treat at a different time, they can't take any action. He has not received any complaints in the past about late night trick or treating. Both Gate Night and Elektrisola Trick or Treating will be on October 30th from 5:00 to 8:00 PM.

Chairman Burdick closed public comment at 7:45 PM.

Non-Public Sessions:

Selectwoman Carey motioned to enter a nonpublic session at 7:47 PM under RSA 91-A:3 II(a). Seconded by Selectman Bevans. Roll Call Vote. All in favor. None opposed.

Chairman Burdick motioned to exit a nonpublic session under RSA 91-A:3 II(a) at 8:04pm. Seconded by Selectwoman Carey. Roll Call Vote. All in favor. None opposed.

Chairman Burdick motioned to enter a nonpublic session at 8:05PM under RSA 91-A:3 II(c). Seconded by Selectwoman Carey. Roll Call Vote. All in favor. None opposed.

Selectwoman Carey motioned to exit a nonpublic session under RSA 91-A:3 II(c) at 8:08PM. Seconded by Chairman Burdick. Roll Call Vote. All in favor. None opposed.

Chairman Burdick motioned to seal the nonpublic minutes under RSA 91-A:3 II(a) as it could affect adversely the reputation of any person other than a member of the board. Seconded by Selectwoman Carey. Roll Call Vote. All in favor. None opposed.

Chairman Burdick motioned to seal the nonpublic minutes under RSA 91-A:3 II(c) as it could affect adversely the reputation of any person other than a member of the board. Seconded by Selectwoman Carey. Roll Call Vote. All in favor. None opposed.

Selectman Bevans asked the other Select Board members if someone could cover one of his meetings next week. He has three meetings on Tuesday. Selectwoman Carey volunteered to attend the Agricultural Commission meeting.

TA Phelps noted she received the final Pollution Report (POLREP) for the Commercial Street property from EPA today. She received an email from the Town's EPA Cleanup contact, Dorrie Paar, noting that a new Request for Proposals (RFP) will need to be announced due to the change in scope of the cleanup. This is in order to comply with federal procurement regulations. The Town cannot include Credere Associates in any further discussions regarding the cleanup as it could be considered a conflict of interest and unfair advantage. Selectwoman Carey asked if Credere Associates was aware. TA Phelps has informed Judd Newcomb of the update because he was going to be invited to a November meeting to discuss the close out of the removal program. TA Phelps will get more clarification when she speaks with Ms. Paar next week.

Next Meeting: Thursday, October 12, 2023, at 6:00 PM.

Chairman Burdick motioned to adjourn at 8:15PM. Seconded by Selectwoman Carey. All in favor. None Opposed.

Respectfully submitted by Hannah Gardner