

Town of Boscawen
Board of Selectmen
Final Minutes
Thursday May 28, 2020 at 6:00pm

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

Town Administrator Hardy started the meeting with informing the Board that the Town has lost a long time resident and former Selectman Tom Danko. Hardy asks the Board and Public if they have any memories with Tom to contribute to the obituary let Hardy know. Chairman Cherian asked for a moment of silence for Tom Danko and the Danko Family.

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 removing the draft minutes. Selectman Dickey seconded. All in favor.

Hardy updated the Board on some changes for the meeting which will includes re-implementing the action items list, the list will be sent out following the meeting. Hardy also mentioned that the deadline for documents to be added to the Consent Agenda will be 4:30pm on Wednesdays.

John Keegan came to speak to the Board regarding the Circle Committee and brought forward recommendations for the committee member's Keegan mentioned that due to previous conversation with the Board only Boscawen residents are eligible to be member of the committee. Keagan recommends in addition to himself as a member of the committee, Jeff Abby, Beverly Drouin and Julie Fournier. Keagan recommends to make the Circle Committee a sub to the Agricultural Commission with the possibility of branching off later on as their own committee. Cherian mentioned to that they were asked to bring forward a draft of the committee. Carey asked if the circle committee was to rake over ton beatification and take over the budget line. Planning and Community Development Director Easler will work with Keagan to draft and committee plan. Easler mentioned that they have been working on the draft to form the committee and asked if they can bring forward appointment letters. Cherian would like to post the Committee and allow others to apply as well and as is done with all other committees.

Selectman Dickey proposes that the Town starts hanging the flags that previously lined King Street again. The Town does not currently have the flags and Dickey was looking in the budget and what line those funds could come from. Selectwoman Carey asked if we need to have Unitil's approval to hand the flags on the poles. Dickey mentioned that many other towns have the flags as well. Hardy and Emergency Management Director Varney mentioned that they have asked Unitil in the past and they do not allow that. Carey mentioned that the business did sponsor a flag when they had them previous. Public Works Director Hollins mentioned that it is not good business practice to put signs on someone else's property as the Town does remove and not allow any signs posted on Town property. Discussion ensued and if Unitil says no they will look at doing it from a private effort. Dickey will call other Towns to see how they handles it and Hardy will be in contact with

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Unitil and will bring more information back to the Board.

Hardy brought up the discussion on reopening the office in phases. Phase one target date is Monday June 15, 2020. Phase one consist of adding appointments as needed but not opening fully to the public. Hardy mentioned that Town Clerk Hoyt had worked on the procedure to create phases to reopen the Town Clerks office to the public. The planning and Community Development office is not usually subject to walk-in and are already done by the appointments only. Bonnie John from the library has mentioned that the curb side's pick up is working well and would like to start with the phase one to allow appointments for residents to come into the library with the rest of the building. Hardy had previously spoken to Hoyt about adding a bell to the downstairs for when residents come in for their appointments. Emergency Management Director Varney mentioned in phase one to require a mask to enter the building. Masks should be available for residents that don't have one. Selectwoman Carey mentioned to use an electronic eye to eliminate a point of contact instead of a doorbell. Hardy will reach out to Mark Lorden about the instillation process of the electronic eye.

New Business

Police Chief Wyman mentioned that he sent out the proposal to use impact fee money to equipped the cruisers with new tablets, the cost of the project is \$37,438.13. Wyman purposes to use \$10,000.00 - Impact fees, \$17,620.00-2019 encumbrance and \$9,818.13 -Police Computer Line. Once the last cruiser is completed in July the Town will be reimbursed \$14,020.00 from The State of New Hampshire Highway Safety Grant.

Selectwoman Carey made a motion to use \$10,000.00 of impact fees to contribute to the total cost for the tablets for the cruisers. Selectman Dickey seconded. All in favor.

Planning and Community Development Director Easler presented the Board with a Timber Warrant at 19.049.05 and an Intent to cut on 20.049.04 for signature.

Chairman Cherian made a motion to approve and sign the Timber Warrant for 19.049.05. Selectman Dickey seconded. All in favor.

Selectwoman Carey made a motion to approve and sign the Intent to Cut at 20.049.04. Selectman Dickey seconded. All in favor.

Emergency Management Director Varney mentioned that the Governor stated that he is looking at making more proposals tomorrow to open more of the state, including the stay at home order to be extended. Boscawen has had a total of six cases and is still in the 1-4 category. Varney mentioned he spoke to the Merrimack County Nursing home and they are working on getting more supplies to test the rest of the residents. Varney mentioned that there are plenty of PPE's for the Towns departments that use them.

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Selectwoman Carey mentioned that the Town of Boscawen is eligible for up to \$95,600.00 and that there are grant deadlines coming up and that it may be a good resource to get something that would sanitize the building. Dickey was concerned that it would be a lot of money to spend to just sanitize the downstairs office. Discussion ensued and it was discovered that it is portable for the rest of the building to use as well. Carey will work with Varney to work on the grant proposal.

John Keegan came to speak to the Board regarding the Franklin Savings Bank grant proposal for the circle project. The Board sent back questions and suggestions to make changes to the proposal. Keegan and the Board went over each question and comment as the discussion ensued and the Board made a decision to approve to sign and approve the grant application with the corrections noted.

Keegan mentioned that they have more possible donors to cover the rest of the fees. Cherian has asked to have the Board be sent a breakdown.

Dickey makes a motion to approve the grant with the changes. Chairman Cherian seconded. All in favor.

Charlie Neibling came to speak to the board regarding the Historical Society. Neibling mentioned that a portion of the wall of the structure of the Town pound needs to be stabilized and trees around the area need to be cleaned up. Neibling is looking to apply for a Moose Plate Grant to pay for the project. Neibling is asking the Board to sign the letter for approval of the project. The work all would be done by using 1917 techniques and not using any heavy machines. The Grant application deadline is June 19th 2020.

Selectwoman Carey made a motion to move forward with the project. Selectman Dickey seconded. All in favor.

Selectman Dickey mentioned that the process should be documented, Neibling mentioned that, that was already in the works with residents of Boscawen.

Chairman Cherian mentioned to draft the letter for the select Board to sign for approval of the project to go with the grant application.

Public Works Director Hollins mentioned that right now it is business as usual and is excited to see Chailie Neibling take on that project.

Fire Chief Kenney mentioned that there have been a few small fires that the fire fighters have attended. Kenney mentioned that he is working on getting a quote to replace engine three. Discussion ensued and Hardy will work with Kenney on the bids for the replacement fire engine.

Police Chief Wyman mentioned that he has nothing else to add. Cherian mentioned that he saw a giant group of kids that were at the beach near the bridge, possibly in Canterbury and he wanted to

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make sure that he was aware. Wyman mentioned that they spoke with Black Forrest Nursery about the parking on King Street and they are working on working with surrounding business to use their space.

Easler mentioned that they have a Planning Board meeting coming up and ZBA was last week and past a variance.

Hardy mentioned that Tax Collector Hoyt, Deputy Tax Collector Gerlack and Deputy Town Clerk Dilts-Brown were able to stuff and process over 1550 tax bills and deliver to the post office all on Friday. Hardy mentioned that within just these three working days they have taken in over \$188,000.00 in property tax funds for the Town of Boscawen.

Town Clerk Tax Collector Hoyt mentioned to the Board that she has had several residents that had not known that the Veterans Credit was passed until they saw their property tax bill that was just sent out. Hoyt had received several resident call and be gracious that they live in a Town that would support that.

Welfare Administrator Gerlack mentioned that they had received a refund check for the amount of a cremation cost to a resident in Town through the process of doing the research and reaching out to the bank with the appropriate documents.

Hardy mentioned that come own meeting to think about making Welfare a revolving fund so refunds will go back into the welfare budget.

Hardy mentioned that he spoke with Bonnie about the Town cryer and she mentioned that if anyone has anything to put in send it over to her, request have been slow.

Hardy spoke with the dumpster company and was inquiring whether or not they would want the dumpster for this summer. It was decided that the dumpster would not be needed this summer due to the summer camp not being open, Hollins mentioned that Public Works has been keeping an eye on the trash at the park and have been picking it up regularly.

Hardy spoke to Ted Houston and he has 80-100 tress that are all hard wood that he would like to offer to the Town residents that would need help with heating this winter. I believe that he would want the Town to do the cutting. Hollins mentioned that they have cut up wood on the side of the road for people who need assistance, he is unsure about going in private property. Cherian mentioned to speak with Niebling and be able to get it processed and offer wood bank for those in need.

Chairman Cherian made a motion to go into nonpublic RSA 91 A3:2(a). Selectwoman Carey seconded. All in favor.

Selectman Dickey made a motion to come out of nonpublic RSA 91 A3:2(a). Selectwoman

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Carey. All in favor.

Selectman Dickey asked if the kiosk project was still going forward. Selectwoman Carey mentioned that with the loss of a Public Works Employee their schedule is very tight. Dickey asked if they would need to have a bid process. Hardy mentioned that the policy states anything under \$1500.00 doesn't require to go through the bid process. This project will be under \$1500.00. Carey mentioned that she originally was hoping to have the kiosk built by the school and now that school is not in session she was hoping to see if there would be a resident that would do it as cost of the materials, Chairman Cherian mentioned that they should look to revise the policy regarding bids and at what amount they would require one,

Selectman Dickey made a motion to adjourn the meeting at 8:06pm. Selectwoman Carey seconded. All in favor.

Respectfully submitted by Sarah Gerlack