

**Town of Boscawen  
Select Board  
MEETING MINUTES  
Thursday, May 19, 2022 at 6:00 PM**

In Attendance: Lorrie Carey, Paul Dickey, Matthew Burdick, Nicole Hoyt, Kearsten O'Brien, Kate Merrill, Gary Tillman, Lyman Cousens, Kim Kenney, Betsy McNaughten, and Alan Hardy.

**Roll Call:** completed and guests introduced.

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

Chairwoman Carey removed the 05.05.22 minutes from the consent agenda.

**Selectman Paul Dickey motioned to approve the Consent Agenda as amended. Seconded by Selectman Matthew Burdick. All in favor. None opposed.**

Chairwoman Carey stated that there was previous discussion in the May 5, 2022 meeting minutes regarding the cost of water repairs at the fire department. Town Administrator Katie Phelps investigated the cost. Chairwoman Carey clarified for the record, the cost of repairs was \$1,200. The May 5, 2022 minutes did reflect the conversation accurately, but the amount of the repairs was not correct.

No public comment on the agenda.

**New Business:** Mr. Lyman Cousens, a member of the Old Home Day Committee, recommended Mr. Gary Tillman as a new member of the Committee. He briefly discussed Mr. Tillman's activity in the Town of Boscawen. Ms. Kim Kenney, another member of the OHD Committee concurred with the recommendation.

**Selectman Burdick motioned to approve Gary Tillman as a new member of the Old Home Day Committee. Seconded by Selectman Dickey. All in favor. None opposed.**

Mr. Alan Hardy, Chair of the Conservation Commission recommended Ms. Betsy McNaughten as a new member of the Commission. Mr. Hardy said Ms. McNaughten attended their meeting at Walker Pond on Tuesday and the Commissioners in attendance voted unanimously to support her appointment as an Alternate Commissioner. Ms. McNaughten moved to the town about two years ago and loves being a part of the community. She felt that the Conservation Commission was a good fit for her, and currently she is an employee at NH Fish and Game. She previously served on the Deering Conservation Commission. Mr. Cousens, also a member of the Conservation Committee, concurred with Mr. Hardy's recommendation.

**Selectman Dickey motioned to approve Betsy McNaughten as an alternate member of the Conservation Commission. Seconded by Selectman Burdick. All in favor. None opposed.**

Town Clerk Nicole Hoyt recommended Ms. Karyn Chagnon as the Deputy Town Clerk. Town Clerk Hoyt didn't rush to swear in the Deputy because there is so much Ms. Chagnon is unable to do at this time. However, to get her into the trainings, she needs the title as Deputy Town Clerk. Town Clerk Hoyt said Ms. Chagnon can do vital records and they are getting her into trainings.

**Selectman Dickey motioned to approve Karyn Chagnon as the Deputy Town Clerk. Seconded by Selectman Burdick. All in favor. None opposed.**

**Department Head Updates:** Finance Director Kate Merrill contacted Laconia Monument this week about the benches. They are still waiting to hear from their supplier on if they can provide a better deal on pricing for buying in bulk. FD Merrill shared a form with the Select Board members that she put together with Deputy PCD Director Kearsten O'Brien. Deputy PCD Director O'Brien researched into the city of Concord and they're essentially doing the same thing but with their Parks and Recs Program. Concord is putting wooden benches around their parks and the cost is \$1,500. Chairwoman Carey asked the Select Board members if they want to move forward or wait to see if they can get a deal by buying in bulk. Selectman Dickey asked when they would hear back from the supplier. FD Merrill said it depends on the supply chain, things have been delayed. Selectman Burdick stated even if they agreed upon the price now, they would still have an issue with getting materials. He suggested waiting to see if they could get a better deal by buying the benches in bulk. The Select Board members concurred with his suggestion.

FD Merrill said Corn Hill Road was paved and it is over a \$15,000 threshold in the Town's Purchasing Policy for bidding procedures. FD Merrill presented a motion to the Select Board on behalf of Public Works Director Dean Hollins which would allow the use of GMI without going out to bid. PWD Hollins asked the Board for approval to use GMI Asphalt as the Town's road resurfacing vendor for 2022. PWD Hollins sent FD Merrill an email with more information. PWD Hollins wrote that Owner Warren Colby has donated gravel to the Community Garden for parking and a roadway. His company built the parking area on N Main St. for the Town Forest at no cost. They also paved Queen St. from Boscawen Sand & Gravel to King St for just the price of materials. GMI also has a successful working history with the Town and they are competitive with pricing.

**Chairwoman Carey motioned to approve allowing PWD Hollins to use GMI Asphalt as the Town's road resurfacing vendor for 2022. Seconded by Selectman Dickey. All in favor. None opposed.**

FD Merrill presented an ARPA request for previously approved expenditures for HVAC.

**Chairwoman Carey motioned to transfer \$14,000 from the ARPA Fund to the General Operating Account to reimburse for expenditures previously approved to install HVAC Units. Seconded by Selectman Burdick. All in favor. None opposed.**

Deputy PCD Director O'Brien presented an Intent to Cut for Map 45, Lot 46, Sublot 2. Deputy PCD Director O'Brien informed the Select Board that she is talking with PWD Hollins and PCD

Director Kellee Easler about requiring a bond or escrow in order to cut. The road was just paved so if any damages occur from the logging, the Town must be able to cover the expenses for what was just paved.

Deputy PCD Director O'Brien asked the Select Board if they had questions on the Building Code update PCD Director Easler emailed to them. Chairwoman Carey said with the update, those who currently have projects in the works will have six months to use either codes. After 6 months, any new projects will have to comply with the newer, 2018 code.

Deputy PCD Director O'Brien presented a Veteran's Credit for approval for Landowner B, recommended by Avitar. It will not go into effect until 2023 because it is past the April 15<sup>th</sup> deadline.

**Chairwoman Carey motioned to approve the Veteran's Credit for Landowner B. Seconded by Selectman Burdick. All in favor. None opposed.**

Deputy PCD Director O'Brien presented an inquiry on behalf of TA Phelps. The Merrimack Valley Youth Baseball and Softball League requested to have a movie night using Jamie Welch Field. The Town has a copy of their insurance on file. If the Select Board approves, they would bring their own projector and movies. They would also use the Snack Shack to sell concessions. Deputy PCD Director O'Brien said they haven't decided on a date, but they will keep the Board updated. Chairwoman Carey stated it cannot conflict with Old Home Day.

**Selectman Burdick motioned to approve MVYBS League using Jamie Welch Field to hold a movie night. Seconded by Selectman Dickey. All in favor. None opposed.**

Deputy PCD Director O'Brien asked the Select Board, on behalf of TA Phelps, if the Town Administrator could sign Old Home Day contracts on behalf of the Town moving forward.

**Chairwoman Carey motioned to approve the Town Administrator to sign the OHD Contracts for 2022. Seconded by Selectman Dickey. All in favor. None opposed.**

**Ex-Officio Committee Updates:** Selectman Burdick reported that the Conservation Commission met at Walker Pond briefly due to the weather. They walked around the pump building and discussed it. The building is welded shut for safety purposes so they couldn't go inside. They're looking into new access to supply the drywell up there so that they can assess their options. The Commission also discussed that six horsepower speed limit comes from an administrative law or rule vs an RSA. Deputy PCD Director O'Brien is getting quotes for live taps to see if they can relocate the dry hydrant.

Selectman Burdick attended the Old Home Day Committee meeting on Monday. They have secured one food truck with payment and proof of insurance. The food truck is called 'Friends 4 Oba' which is an Asian Fusion style. They also have two more trucks interested. One is pending their schedule with a bigger festival that day. If they're not part of that festival, they will join Old Home Day. They are still looking for a dessert food vendor. They discussed an ice cream truck. Deputy PCD Director O'Brien said the Parks and Rec program had an ice cream truck for their

movie night. She will get the contact information from Ms. Penney Sarcione. Selectman Burdick said the entertainment is all set for OHD and they also discussed advertising to previous sponsors for the Golf Tournament.

Deputy PCD Director O'Brien discussed the idea about doing a job fair at Winthrop Carter House for the Economic Development Committee. The Committee discussed holding it on June 21<sup>st</sup> or 22<sup>nd</sup>. Deputy PCD Director O'Brien asked the Board if they would consider hosting the job fair at the Town Municipal Building instead of Winthrop Carter House. There is parking and then they can assess for the future, how big the event will be. The Select Board approved the change of venue.

Deputy PCD Director O'Brien said the Town Wide Yard Sale is this weekend, Saturday May 21<sup>st</sup>. Selectman Burdick stated they have 38 individuals on the map and 18 people scheduled to have tables.

Deputy PCD Director O'Brien stated there is a Public Hearing for CDBG on May 26<sup>th</sup> at 6pm.

Chairwoman Carey said they received confirmation from the University of Connecticut TAB Municipal Assistance Program that an intern will be working on site reuse plans for Commercial Street. This assistance will be provided at no cost to the Town of Boscawen and will begin May 23<sup>rd</sup>.

**Next Meeting:** Thursday, May 26, 2022, at 6:00 PM.

**Selectman Burdick motioned to adjourn. Seconded by Selectman Dickey. All in favor. None Opposed.**

*Respectfully submitted by Hannah Gardner*