

**Town of Boscawen  
Select Board  
MEETING MINUTES  
Thursday, February 17, 2022, at 6:00 PM**

In Attendance: Lorrie Carey, Matthew Burdick, Paul Dickey, Kate Merrill, Nicole Hoyt, Katie Phelps, Kearsten O'Brien, Tatyanna Wunschel, Beth Desmarais, Alan Hardy, and John Keegan.

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

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

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

**New Business:** Chair of the Agricultural Commission, Mr. John Keegan recommended Ms. Tatyanna Wunschel to be an alternative for the Commission. Ms. Wunschel is a student at Merrimack Valley High School and attends the agricultural program at Winnisquam School FFA Chapter. She has attended a commission meeting and interviewed by Mr. John Porter and Ms. Julie Fournier. Ms. Wunschel was an excellent contributor at the last meeting. Ms. Wunschel introduced herself to the Board. She is a member of 4H in the Merrimack County and helps at the dairy farm. She came in first place for dairy judging. She has shown horses and beef cattle for two years and now dairy.

**Selectman Burdick motioned to approve Ms. Tatyanna Wunschel to be a Commissioner on the Agricultural Commission. Seconded by Selectman Dickey. All in favor. None opposed.**

Chair of the Beautification Committee, Mr. Keegan recommended Ms. Beth Desmarais because she expressed an interest in helping beautify the town. She attended the beautification meeting last night and made contributions to the general discussion. Ms. Desmarais saw a post on Facebook that drew her attention to the committee. She drives through the town daily and would love to help make Boscawen a place people come home every night and are proud of it. She has lived in town for 4 years but grew up in Loudon. She works in the housing industry, managing subsidized housing. She really loves gardening.

**Selectman Dickey motioned to approve Ms. Beth Damaris to be a member of the Beautification Committee. Seconded by Selectman Burdick. All in favor. None opposed.**

Mr. Keegan said the Select Board should have received a refrigerator magnet in their packets for tonight. It is one of the first pieces of their publicity campaign to encourage home composting. They put two in each packet so each member gets one and can send one to a friend.

Town Administrator Katie Phelps presented five copies of the MS-636 and the Warrant for signature. They will be posted tomorrow.

Deputy Health Officer Kearsten O'Brien said EMD Jason Killary sent an update to the COVID-19 Mask Wearing Guidance. It states any employee experiencing COVID symptoms or illness of any kind may report to work at their own discretion but will be required to wear a mask. The mask shall be applied prior to entry of the building and remain on until the end of their shift. The employee will have to remain masked until they complete the duration of their illness. Outside of the above, there is no requirement for the employee of Boscawen to wear a mask while in the Town of Boscawen building or property. An employee who wishes to continue to wear a mask or face covering may continue to do so at their own choosing. It does not restrict the authority of the Department Heads requiring employees regularly underneath their supervision or assign them to a temporary basis. Visitors entering the Town Building or confined spaces under the Town's authority or control will have the option to wear a mask but not mandated. Selectman Dickey suggested waiting until after Town Meeting to vote. Selectman Burdick is good to vote now. The School Board changed their standing on it. He thinks it should be optional. Deputy PCD Director O'Brien suggested asking Town Clerk Nicole Hoyt if masks are required at Town Meeting. The Merrimack Valley School District is not required to wear a mask but if they go to the Concord School District, they are. If there is an increase in cases, they will have to wear a mask for about two weeks. Selectman Dickey said he doesn't want an issue at Town Meeting if the town doesn't require masks, but the school district does. Deputy Health Officer O'Brien said it is only pertaining to Town Buildings. Town Clerk Hoyt said Town Moderator Charlie Niebling said masks will be optional. There will be areas set up for social distancing.

**Selectman Dickey motioned to approve supporting the recommendation of the Emergency Management Director Killary. Seconded by Selectman Burdick. All in favor. None opposed.**

**Department Head Updates:** TA Phelps said they will postpone the discussion on Holiday Food Baskets and the Supervisors of the Checklist Session until next week when Human Services Director Sarah Gerlack is in attendance.

Finance Director Kate Merrill sent out a proposed policy update. The auditors only require the investment policy to be reviewed annually. The other policies are set to be updated every 3 to 5 years. If they need to make adjustments, they will do so accordingly. The Background Check Policy needs to be updated as adjustments were noticed when prompted by research into the policy on minors being on the Town's Boards. Deputy PCD Director O'Brien said it is also for volunteer work in the Town Forest, OHD Committee and the frequency of how often the individuals will need to be background checked. Chairwoman Carey suggested updating policies every 3 years because laws are always changing. TA Phelps also noted that the Board members also change and have different input as well.

FD Merrill presented an ARPA Fund Transfer for approval.

**Chairwoman Carey motioned to approve transferring \$725.14 from the ARPA Fund to the General Operating Account to reimburse for the following expenditures previously approved for purchasing a Victory Sprayer. Seconded by Selectman Dickey. All in favor. None opposed.**

Town Clerk Hoyt said one of the Supervisors of the Checklist sessions is this upcoming Saturday. It is for the school, and they will be there from 11am to 11:30am to sign anyone up who wants to register for the school. The following Saturday they will be here for the Town Election. Mr. Fred Reagan and Town Moderator Niebling are still working things out for Town Meeting in terms of how they will set up. They will use all the sneeze guards so everyone feels protected. Tomorrow all the liening and deeding certified notices are going out. They had a class today with legal services and NHMA regarding exemptions and credits, specifically on tax deferrals and the legal obligation the Town has to offer them. Town Clerk Hoyt said Deputy Town Clerk Haley Dilts-Brown gave her notice yesterday and she will be working for Elektrisola. Town Clerk Hoyt will be putting out information tomorrow to fill the position and the person must be a town resident. Haley's last day will be March 11<sup>th</sup>. TA Phelps said they are going to support the department as much as they can. Ms. Hoyt said the Town Report has been submitted and she is waiting on the proof. TA Phelps thanked Ms. Hoyt and Rhoda Hardy for their work on the Town Report this year.

Deputy PCD Director O'Brien received Mr. Tom Gilmore's resignation from the Conservation Commission. She also stated that PCD Director Kellee Easler sent the Board House Bill 400 to review.

**Ex-Officio Committee Updates:** Deputy PCD Director O'Brien said Economic Development Committee, Energy Committee, Beautification Committee and Conservation Committee met this week. She put out a volunteer ad on Facebook and shared it to the unofficial pages and Walker Pond group to get more volunteers. Deputy PCD Director O'Brien suggested if ex-officio can't attend a meeting to replace them with another Board member for the meetings so there is a quorum. Economic Development is pushing forward with 79E. Rose Culver, a commercial real estate agent had spoken with the Committee on different ways to bring businesses into Town. Nancy and Heather from Franklin Savings Bank attended the meeting as well as three business owners. Deputy PCD Director O'Brien updated the Economic Development Committee website so there is more information on 79E and the ERZ. Selectman Burdick asked if they could do ex-officio in a quorum because he thought the ex-officio wasn't counted as a member to vote. Deputy PCD Director O'Brien said in Conservation it states that the Ex-Officio is a non-voting member but in other committees they are considered a voting member it states it in the Rules of Procedures of each Board, Committee, and Commission. Joint-Loss also met this week and are getting things rolling for the New Year. Deputy PCD Director O'Brien sent out the rest of the schedule for Joint Loss and Hazard Mitigation Meetings. Selectman Burdick said Old Home Day met and will be having a Town wide yard sale May 21<sup>st</sup> for or a rain date of May 22<sup>nd</sup> with a time frame of 9am to 2pm. It will be five dollars to be placed on the map and ten dollars to have a spot at the municipal office. Chairwoman Carey suggested getting in touch with the Elementary school to be involved. Deputy PCD Director O'Brien stated that even through the yard sale permits are suspended the Planning and Community Development Office refers people to the yard sale ordinance to maintain safe parking procedures.

TA Phelps said they had an annual inspection for the boilers and pressure valves for the Town Buildings. PWD Hollins took the gentlemen around all the buildings. TA Phelps thanked PWD Hollins for his assistance. On March 17<sup>th</sup>, the Boscawen Congregational Church will be meeting

with the Select Board to review the MOU and discuss the Town Hall following Town Meeting. TA Phelps asked the Select Board to review the MOU prior to the meeting.

Chairwoman asked if there were any updates with the Commercial Street Project. EPA Project Coordinator Alan Hardy said the list of Architectural and Archaeological Historians are currently unqualified for the project. Chairwoman Carey asked if that meant they would need to go out of state. Mr. Hardy said it appears that way. He said there will be a discussion next week on how far they go. Chairwoman Carey asked if they could file for a waiver. Mr. Hardy said they will be having that discussion with Dory. There is an architectural historian lined up out of Burlington Vermont.

**Chairwoman Carey motioned to enter nonpublic session under RSA 91-A 3 II (D). Seconded by Selectman Dickey. All in favor. None opposed.**

**Chairwoman Carey motioned to come out of nonpublic session under RSA 91-A 3 II (D). Seconded by Selectman Burdick. None opposed.**

**Selectman Dickey motioned to seal nonpublic minutes under RSA 91-A 3 II (D) for three years. Seconded by Selectman Burdick. All in favor. None opposed.**

**Chairwoman Carey motioned to go into nonpublic under RSA 91-A 3 II (A). Seconded by Selectman Burdick. All in favor. None opposed.**

**Selectman Dickey motioned to come out of nonpublic under RSA 91-A II (A). Seconded by Selectman Burdick. All in favor. None opposed.**

**Next Meeting:**

Thursday, February 24, 2022 at 6PM.

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

*Respectfully submitted by Hannah Gardner*