

**Town of Boscawen**  
**Select Board**  
Final Minutes  
Thursday, March 11, 2021 at 6:00pm

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

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.

**Selectman Dickey motioned to approve the consent agenda and authorize Town Administrator Hardy to sign on behalf of the Select Board. Seconded by Selectwoman Carey. All in favor.**

**New Business:**

Planning and Community Development Director Kellee Easler brought forth two Planning Board Appointment applications. The first for Loren Martin as a member and the second for Rhoda Hardy as an alternate member.

**Chairman Cherian moved to approve the two Planning Board appointments and authorize Town Administrator Hardy to use the signature stamp on behalf of the Select Board. Selectwoman Carey seconded. All in favor.**

Planning and Community Development Director Easler presented an intent to cut for signature to the Select Board for Map 183D Lot 16, Sublot 1 20.049.13T.

**Chairman Cherian moved to approve the intent to cut for Map 183D Lot 16, Sublot 1, 20.049.13T for signature and authorize Town Administrator Hardy to use the signature stamp on behalf of the Select Board. Seconded by Selectman Dickey. All in favor.**

Planning and Community Development Director Easler updated the Select Board that 20 High Street is cleaned up. She asked the Select Board where they would like the payment for the clean up to be charged to. Selectwoman Carey asked if it could come out of contingency as this was an unplanned expense. Finance Director Katie Phelps agreed.

**Selectman Dickey motioned to authorize that the 20 High Street cleanup expenses be charged to the contingency account. Seconded by Selectwoman Carey. All in favor.**

Finance Director Phelps presented a \$100.00 donation for the Boscawen Roundabout from an anonymous donor.

**Selectman Dickey motioned to accept the anonymous donation of \$100.00 for the Boscawen Roundabout. Seconded by Selectwoman Carey. All in favor.**

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Finance Director Phelps presented a K9 Narcotics Training Income/ Expenditure Increase to the Select Board for approval.

**Selectman Dickey motioned to accept the \$4,000 and to increase expenditure line #4210117 Police Patrolman #5 (GC) by \$4,000 and authorize Town Administrator Hardy to use the signature stamp on behalf of the Select Board. Seconded by Chairman Cherian. All in favor.**

Town Administrator Hardy asked the Select Board for their thoughts on allowing the use of the community room of the Fire Station for meetings. Chairman Cherian said if we are not opening Town Hall to have meetings we should not allow it at the Fire Station. Fire Chief Kenney said the main reason we are not allowing people into Town Hall is because it needs work done to make it compliant with fire and life safety code. Fire Chief Kenney said the Fire Station community room is not a room they use every day it is a room they use occasionally for Fire Department meetings but he is looking for guidance from the Select Board if they would allow for the use of the room. Selectman Dickey said currently no to the use for meetings. Chairman Cherian said the only exception was for medical use and training purposes.

Selectwoman Carey asked her fellow Select Board members to keep in mind that the Old Home Day Committee is looking for a place to prep food for a potential virtual BINGO event. Chairman Cherian said that in person BINGO is not an option at this point the other issue is how they would maintain their gaming license for changing their location. Town Administrator Hardy said the Old Home Day Committee does not have a BINGO license but they have an agreement and it has never been put into writing nor approved by the gaming commission. The Select Board would like the Old Home Day Committee to come to the Select Board with their ideas for this years Old Home Day events, and have something in writing from the gaming commission regarding the BINGO agreement.

The Select Board agreed upon discontinuing any services that they can at Town Hall that are not within the memorandum agreement with the Boscawen Congregational Church.

**Chairman Cherian motioned to discontinue the telephone and internet service and continue to pay half of the dumpster fees. Seconded by Selectwoman Carey. All in favor.**

Chairman Cherian thanked Town Clerk Nicole Hoyt, Deputy Town Clerk Haley Dilts- Brown, and the Election Officials & Staff for their hard work with Town Meeting and Elections. There was a very good turn out and comparable to last year's before the pandemic hit.

Selectman Dickey asked his fellow Select Board Members if they would like to move the reopening date of the Town Municipal Building with the mask requirement and appointment only approach up to April instead of May. EMD Varney said that the date was tentatively set for May and his recommendation is to stick with the tentative May date until they see places start opening up and see where the numbers for COVID cases start to turn. Selectman Dickey would like an actual date to give to the residents of Boscawen to allow appointments with masks required.

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Boscawen Public Library Director Bonny John said that she is on the same page as Selectman Dickey. It would be nice to have a date to give to their patrons to allow them access to the library with masks and by appointment only and warn patrons that the buildings could close to the public abruptly if COVID-19 issues arise. Tama Tillman stated at this point since we had Town Meeting and everyone was masked and socially distanced it would be no different if the Town Office opened with the expectation of people making appointments, wearing masks, and maintaining social distance. Chairman Cherian would like to have the opinions of the Department Heads because it is their work space along with their employees work space. Town Administrator Hardy said that when they put out the notice to the public the two conditions are that masks are always required and we are open by appointment only. The individual departments through their leadership can figure out what is a safe level of appointment and with that in mind in his opinion they can open at any time. Selectwoman Carey asked Town Administrator Hardy if certain departments can open up more swiftly than others. Town Administrator Hardy said yes he does believe that. Selectwoman Carey would like a weekly update on the phases of the opening of the Town Offices. Chairman Cherian said to Selectman Dickey's point if the Department Heads and the Town Administrator are okay with the phased reopening with the guidelines of masks required and appointment only then he is okay with them starting so now. Town Administrator Hardy said he would like to have a vote from the Select Board on the basic provisions the reopening starts at.

**Selectwoman Carey motioned to allow the Department Heads to reopen their offices by appointment only and masks required following the CDC spacing guidelines. Seconded by Selectman Dickey. All in favor.**

**Department Head Updates:**

Fire Chief Tim Kenney said he froze two spots on the roster and is now in the position where he may have someone who wants to apply and is completely certified. Fire Chief Kenney asked the Select Board if it was okay for him to carry that extra position if it is in his budget. The Select Board was in agreement that if it is in the Fire Department Budget that Fire Chief Kenney could move forward with the extra position.

Finance Director Phelps sent the Select Board the MS-232 and needs hard signatures on it, and informed that Board that the NHRS audit is completed. There were two minor findings that will be corrected with Checkmate.

Emergency Management Director Mark Varney said Governor Chris Sununu said retail centers can open up to 100%, restaurants and bars can open up karaoke and bar games with following state guidelines, and over night and day camps guidelines have changed as well. The mask mandate is still in place. Selectman Dickey asked EMD Varney to have the MOU ready for discussion on the 25<sup>th</sup> of March. EMD Varney asked the Select Board if CAPHN was not willing to sign the revised MOU could he tell them to park the trailer elsewhere? The Select Board was in agreement to allow EMD Varney that he could tell CAPHN to park the trailer elsewhere if they were not willing to sign.

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Town Administrator Hardy updated the Select Board and Department Heads on the procedure going forward with scheduling meetings. He asked that all meetings be requested through Planning and Community Development Assistant Kearsten O'Brien to make sure meetings are not being overlapped. Town Administrator Hardy asked that any document that is going into the meeting material folder to be distributed be PDF.

**Chairman Cherian made a motion to go into nonpublic RSA 91-A:3, II(d). Selectman Dickey seconded. All in favor.**

**Chairman Cherian made a motion to come out of nonpublic RSA 91-A:3, II(d). Seconded by Selectman Dickey. All in favor.**

**Chairman Cherian motioned to seal nonpublic minutes RSA 91-A:3 II (d). Seconded by Selectman Dickey. All in favor.**

**Chairman Cherian made a motion to go into nonpublic RSA 91-A:3, II(c). Selectwoman Carey seconded. All in favor.**

**Chairman Cherian made a motion to come out of nonpublic RSA 91-A:3, II(c). Seconded by Selectman Dickey. All in favor.**

**Motion made by Selectman Dickey to adjourn. Seconded by Chairman Cherian. All in favor.**

Respectfully submitted by Kearsten O'Brien