

**Town of Boscawen  
Select Board  
MEETING MINUTES  
Thursday, June 9, 2022, at 6:00 PM**

In Attendance: Lorrie Carey, Paul Dickey, Matthew Burdick, Nicole Hoyt, Kearsten O'Brien, Kellee Easler, Kate Merrill, Katie Phelps, Sarah Gerlack, Karyn Chagnon, Dean Hollins, Kevin Wyman, Gary Moore, Sheriff Dave Croft, Penny Sarcione, and Jenn O'Brien.

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

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

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

No public comment on the agenda.

**New Business:** Mr. Dave Croft, the Merrimack County Sheriff informed the Select Board and constituents of the Town on what his office does. Sheriff Croft gave background knowledge on his connection to Boscawen and his career. During his campaign and over the last sixteen months, many people voiced that they weren't familiar with what his office does. Sheriff Croft stated it was important for municipalities to have a good understanding of what his office does so when constituents have questions, the Town can answer. The County Sheriff's office is a good portion of the Town's tax base but also the smallest portion of their tax base. Out of a \$95 million dollar County budget, the Sheriff's office is \$4.5 million. His department is the highest-ranking law enforcement officers in the state. They have more authority than any other agency including the State Police. They have full state jurisdiction. Sheriff Croft employs 70 people, both sworn and civilian and broke down into different categories.

One of their biggest revenue divisions is their Civil Unit. They are required by statute to go out and serve civil process. It could include a restraining order, a divorce issue, eviction, etc. Sheriff Croft was concerned about how they were evicting citizens. Now his staff is in charge of researching the citizens that they are going to evict and finding out if there are underlying issues that they can assist them with. Sheriff Croft said a lot of people are struggling with mental illness and substance use disorders. Once they find out underlying issues, they can bring the resources to that eviction and offer services to them. They bring in about \$320,000 a year from civil process. Sheriff Croft has a Transportation Unit and prior to Covid they were doing anywhere up to 750 transports a month. They are moving towards more transports now that courts are opening back up. They do transports all over the United States. The Warrant Unit consists of two deputies. Their only job is to go out and arrest people. They usually have 400 to 500 active warrants, minor and major. Most of the warrants are drug related. In the Detective Unit there are three deputies. Their main job is to help out with other smaller communities. Sheriff Croft said a lot of smaller communities don't have the expertise to do the major crimes. The Detective Unit helps anyway they can. Over the last six months, Sheriff Croft was successful in securing a grant to bring someone in to do ICAC crime (Internet Crimes Against Children). The Deputy in charge

of the ICAC Unit, Kevin Furlong, is the former Chief of the Mount Vernon Police Department and has been on the Federal ICAC Task Force for many years. They are doing anywhere between three to four search warrants a week on ICAC. The Deputy told Sheriff Croft that in the last year and a half, ICAC in the Merrimack County alone has gone up 300%. The ICAC Unit also offers educational programs. They do PTA meetings and go to libraries because that is the breeding ground for perpetrators. Sheriff Croft told the Select Board to research his website and if interested, they can do an educational session for the Town. They also have a Communications Department. They just bet for seventeen different communities in Merrimack County, including Boscawen. Sheriff Croft said Boscawen has been one of their most troubling places since he took office due to staffing issues. There are staffing issues all over the state. Sheriff Croft's communications people are in a group one retirement system. They used to be group two, but the legislator changed it many years ago. They tried to get it back this year but were unsuccessful. Sheriff Croft said he considers his communications people first responders because it has become more stressful. The communications people are hearing situations real time on a cellphone. They respond to horrific situations. There is a Court Security Division that consists of 30 men and women. Sheriff Croft is required by statute to provide security in all three of their circuit courts (Franklin, Hooksett, and Concord). The Superior Court in Concord is very busy and currently runs three judges.

Sheriff Croft teaches the D.A.R.E program in four different communities that don't have a D.A.R.E officer. He also has a Detective that is assigned to the Attorney General's Drug Task Force. The detective works on undercover crimes. Another detective is assigned to Homeland Security where they focus on human trafficking which is a huge issue. Sheriff Croft wanted to educate people on mental health awareness. He is sending all of his staff to a CIT training so that they know how to deal with escalated situations. Sheriff Croft said they have night cars out now to assist the Boscawen PD. He split the county by the Merrimack River, someone is in the East and another person in the West. Their main goal is to help communities that need assistance. Chairwoman Carey said they recently have seen a number of school shootings. She said people are concerned with how their town's law enforcement would react. Sheriff Croft said he believes that they are very well trained in order to know how to handle a similar incident. Discussion ensued about gun laws.

Deputy Planning and Community Development Director Kearsten O'Brien presented a \$100 donation from Whyte's Logging to the Parks and Recreation Program for the Police vs. Fire Softball game.

**Selectman Burdick motioned to accept a \$100 donation from Whyte's Logging to the Parks and Recreation Program for the Police vs. Fire Softball game. Seconded by Selectman Dickey. All in favor. None opposed.**

Deputy PCD Director O'Brien received a \$25 gift card donation from Chief's Place to raffle off during the game. Deputy PCD Director O'Brien is still working on the raffle.

Ms. Penny Sarcione received another donation for the Parks and Recreation summer program from Linda Woodward for \$80. Ms. Sarcione will most likely use the money to buy t-shirts for the kids to decorate.

**Selectman Dickey motioned to accept the \$80 donation from Ms. Linda Woodward for the Summer Parks and Rec Program. Seconded by Selectman Burdick. All in favor. None opposed.**

Deputy PCD Director O'Brien received a request on Monday to use the Park for Girl Scout events. The first event, a flower tea party on June 24th at 2pm and then a bridging ceremony on August 21st at 3pm. Both events would be less than 10 people each. The Parks and Rec program wouldn't interfere with either days. They are just looking to use the park, not the fields. Deputy PCD Director O'Brien will ask for information on specifics of what they need for the events. Chairwoman Carey requested that they pick up any trash that they bring. Chairwoman Carey said the Girl Scouts should have liability insurance with the Town named as additionally insured.

**Selectman Dickey motioned to approve allowing the Girl Scouts to use the Park on June 24<sup>th</sup> and August 21st for their events. Seconded by Selectman Burdick. All in favor. None opposed.**

TA Phelps requested authorization to sign for Chief Tim Kenney in order to apply for \$904 of the Locality Equipment Purchase Grant Program.

**Selectman Burdick motioned to authorize TA Phelps to sign for Chief Tim Kenney in order to apply for \$904 of the Locality Equipment Purchase Grant Program. Seconded by Selectman Dickey. All in favor. None opposed.**

TA Phelps said a ball club from Concord requested to use the field from the Merrimack Valley Youth Baseball & Softball League. TA Phelps clarified that the Town owns both park fields and any requests to use the field should come through the Select Board. They should also include insurance with the Town named as additionally insured.

TA Phelps received two Primex Contribution Assurance Program (CAP) agreements. One is for Workers Compensation for 2023-2025. The additional agreement is for Property and Liability. It is a budgetary assurance through December 31, 2025, if the Select Board approves it. The Town's contribution wouldn't be more than 10% per year through 2025. Chairwoman Carey stated if they don't sign the agreement, it could go up higher than 10%.

**Selectman Dickey motioned to accept the Primex Contribution Assurance Programs Agreement (CAP) for Worker's Compensation and Property & Liability for 2023 thru 2025 with a 10% maximum increase per year. Seconded by Selectman Burdick. All in favor. None opposed.**

**Selectman Dickey motioned to approved authorizing Town Administrator Katie Phelps to sign the Primex CAP agreements for Worker's Compensation and Property & Liability on behalf of the Select Board. Seconded by Selectman Burdick. All in favor. None opposed.**

TA Phelps said the Hannah Dustin Advisory Committee is looking for a recommendation to replace former member, Mr. Alan Hardy. Chairwoman Carey recommended Katie Phelps as

Town Administrator because she are representing the Town. Chairwoman Carey asked board members if they would like to be a backup resource. TA Phelps stated they have a meeting approximately once a year. Chairwoman Carey said the meetings take place randomly and usually during the day around 2pm.

**Selectman Burdick motioned to approve appointing TA Katie Phelps to replace Alan Hardy as a Hannah Duston Advisory Committee member. Seconded by Chairwoman Carey. All in favor. None opposed.**

TA Phelps said Mr. Bruce Crawford's Celebration of Life is this Saturday, June 11th from noon to 3pm at the Elk's Club, 125 South Main St in Franklin. Chairwoman Carey put together a truck with a floral arrangement as a gift on behalf of the town.

**Department Head Updates:** Finance Director Kate Merrill stated at the last meeting they talked about Juneteenth. The discussion was about allowing employees the day off instead of Christmas Eve. FD Merrill said there is a lot of background work that would need to be applied. FD Merrill asked every employee what they wanted, and no one requested to have Juneteenth off. FD Merrill recommended going back to their previous holiday schedule, taking out Juneteenth. They would still acknowledge the holiday on social media and provide history on the day. The Select Board agreed.

**Selectman Dickey motioned to approve keeping the holiday schedule as indicated in the employee handbook. Seconded by Selectman Burdick. All in favor. None opposed.**

FD Merrill is working on updating the Asset Disposal Policy. Department Heads wanted to know what the threshold would be for coming to the Select Board to get permission to dispose of assets. Community Services Director Sarah Gerlack suggested mimicking the Purchasing Policy and making it the same amount as they need for approval to purchase items. Selectman Dickey asked why they are creating a policy to get rid of things. TA Phelps said if someone is disposing of an asset and it is on their listing, there needs to be proper channels to notify FD Merrill to remove it from the listing. Chairwoman Carey clarified that anything that anybody has the authorization to purchase which is up to \$3,000 per the Purchasing Policy, would not require authorization to dispose of it. The money would go back into the Department Account. Selectman Dickey recommended bringing a list to the board if they get rid of stuff. Chairwoman Carey said when they offload assets, they must have to keep an inventory of everything so if something catastrophic occurs, they would be able to recover whatever was lost. She also stated for example, if a department was buying new chairs frequently, the Select Board may question the inventory movement. Chairwoman Carey asked if they have inventory management software. FD Merrill said they have Capital Assets for anything over \$5,000 but other than that there is no inventory list. Chief Kenney said the Fire Department doesn't have one either. He is currently putting inventory into their new software program. Public Works Director Dean Hollins said he doesn't have an inventory list either. Chairwoman Carey recommended every department take a video of their inventory so there is visual documentation. PCD Director Kellee Easler suggested taking a video once a year of their inventory. Town Clerk Hoyt stated for big purchases she asks TA Phelps whether or not it will need board approval. Town Clerk Hoyt recommended each department ask TA Phelps prior to disposing inventory and she can decide if it needs board

approval. Selectman Burdick stated there doesn't need to be a policy until they have a list of what their major assets are. Chairwoman Carey suggested asking NH Municipal Association for a recommendation.

FD Merrill received the draft Audit Report and Government letter. All of the deficiencies they had for 2021 are repeats of 2020. One deficiency was not having a Deputy Treasurer appointed. Mrs. Tama Tillman has appointed one in 2022. FD Merrill has updated the maintenance of capital assets as far as she can. She is now waiting to hear from department heads. FD Merrill and Mrs. Tillman talked about cleaning up the stale reconciling items. A lot of it was from when they were closed for Covid because people would drop off payments and they had to issue small refunds that people didn't end up cashing. They are in the process of clearing it up. Chairwoman Carey asked if they had a policy on it because Old Home Day Committee worked for two years on a policy on how to handle checks that people didn't cash. FD Merrill said they don't have a policy but there are state guidelines on dealing with abandon property. For bidding procedure, FD Merrill is monitoring bills that are over \$15,000. Department heads know if they need to make a purchase more than \$15,000, they need to go out to bid or do a sole source justification. The significant risks identified were management override of controls, improper revenue recognition and impact of the COVID-19 Pandemic. FD Merrill spoke with the auditor this morning about what that meant. The auditor said they are three things put in for every client because they are inherent risks of the organization. There also is use of QuickBooks as a general ledger. They put it on all clients that use QuickBooks.

FD Merrill reported that her and Deputy PCD Director O'Brien scheduled CPR training for Parks and Rec Staff. It will be Wednesday, June 22nd at 9:30am. Other staff members as well as the Select Board can attend if they aren't certified.

FD Merrill received two donations for benches. They are big donations. FD Merrill asked the Select Board for approval to authorize Deputy PCD Director O'Brien to be able to accept donations, solely for benches. They would report to the board at the following meeting on what they received in donations. Selectman Dickey asked who is in charge of the benches. Deputy PCD Director O'Brien is accepting the donations and writing the receipts. FD Merrill enters the checks and emails the company. Deputy PCD Director O'Brien said they haven't talked to the company on how they want to do the placement. She is concerned that if the concrete slab is the same size as the bench and up against the pavement, there won't be a lot of room for people walking by. Deputy PCD Director O'Brien said if the concrete slabs are bigger than they can set the benches further back. Selectman Dickey said it will be set back on the concrete slab. Chairwoman Carey said they will wait to hear further information.

**Selectman Dickey motioned to approve authorizing Deputy PCD Director O'Brien to accept donations, solely for benches. Seconded by Selectman Burdick. All in favor. None opposed.**

FD Merrill presented an ARPA Transfer request for bleachers.

**Chairwoman Carey motioned to transfer \$10,725 from the ARPA fund to the General Operating Account to reimburse for expenses previously approved for bleachers. Seconded by Selectman Dickey. All in favor. None opposed.**

PCD Director Easler noted a cancellation for the June Energy Committee meeting. Their next meeting will be July 11, 2022. They have guest speakers coming in July, for a Community Power discussion and Aaron Hinze from the UConn TAB Program to talk about different properties.

PCD Director Easler said that her office as well as Kate Merrill went to the Franklin Main St & River Walk Field Trip with the NH Planners Association. There were over thirty people. They went around the development on the way to Odell Park and a lot of work has been done with new commercial and residential growth continuing currently. PCD Director Easler said with Boscawen between Franklin and Concord it is a great opportunity for the town to promote economic growth and development. PCD Director Easler talked to various planners that attended. Deputy PCD Director O'Brien spoke with Brandy Loughlin who does the Federal Historic Rehabilitation Tax. She will be speaking to the Economic Development Committee in August. She also talked to the Franklin City Planners, Sam Durphy and Marty about the possibility of speaking at an EDC meeting.

PCD Director Easler said there will be a discussion about net metering with Concord at the next Energy Committee meeting on July 11, 2022. The Energy Committee will be reaching out to Briar Hydro to get more information on community power as well. PCD Director Easler has been in contact with Commissioner Bill Murphy from the Penacook-Boscawen Water Precinct. She discussed with Deputy PCD Director O'Brien, the possibility of working with them and looking into grants on infrastructure. PCD Director Easler said they will have more information next month to bring back to the Select Board.

Deputy PCD Director O'Brien attended the Joint Loss Mitigation meeting on Tuesday. She also attended the Hazard Mitigation meeting. Both updates will be in the monthly newsletter so there won't be Ex-Officio updates during Board meetings. Everyone on boards and committees will receive the monthly updates as well. Deputy PCD Director O'Brien spoke with Mr. Shawn Brechtel about the CPR class. While on the phone Mr. Brechtel told her if the Fire vs. Police Softball game didn't have enough players, he had people from Penacook Rescue who would be willing to play..

Ms. Penny Sarcione hired the three counselors they needed for the Parks and Rec Summer Program. She also received a bus company rate of \$2 a mile, \$29/hr. for the driver. This was the lowest rate they found. The summer program will start June 27th and end August 19th. Ms. Sarcione and FD Merrill discussed the possibility of doing a field trip every other week. Ms. Lori Cronan will be trying to reach out to Wellington or Sunapee for a beach day the last week of camp. Ms. Sarcione said one field trip will be a tour of the Town Forest with Mr. Bill Lambert. Mr. Lambert told her on July 22nd he would bring the kids out for a 2-mile hike. Ms. Sarcione said they also do a lot of walks on the rail trail. Ms. Sarcione said Ms. Cronan is currently working on the State Parks. She also contacted someone from NH Fish and Game and NH Audubon Society to speak to the kids. Chairwoman Carey suggested asking Town Moderator

Charlie Niebling to take a field trip to his house. He has beautiful property that the kids may enjoy, and it is local. There is a total of 52 children signed up. They made a waiting list after looking at the logistics of kids per counselor. Selectman Burdick asked if they knew how many new families in town signed up. Ms. Sarcione said there was a lot of new names and younger children when they were doing registrations.

Chief Tim Kenney is trying to start an EMS program. He is meeting with the representative from Concord Hospital on Monday, June 13th at the Fire Station to discuss the EMS program. They need to put together an agreement with the hospital and the ER doctor because they work under their license. Chief Kenney started the first part of the application with the state to get a non-transporting EMS license. The second part of the application is getting an agreement with Concord Hospital. Chief Kenney needs to purchase the radios and bags, but the state hasn't sent the ARPA money yet. Chief Kenney bought a tablet with the \$904 that was approved by the Board. Part of the requirements for EMS was that by law, they must write a report for every patient. Any 911 call that they receive for EMS must have a report within 24 hours. Another part of the requirements is someone has to sign on scene, so the tablet allows them to do that. Chief Kenney said recently they had some weather events involving trees down. They are up to 114 calls and last year they had 240. They are well ahead of pace for this next coming year.

Chief Kevin Wyman applied for state grants for patrols. The last time they got the grant was in 2020 but they couldn't use it because of Covid and contact with people. The state funds 50% of the Police Station to pay an officer overtime to patrol a shift. Patrolling consists of stopping cars, DWI, etc. Chief Kenney is hoping it starts this fall or late summer so they can get extra patrols for two- or three-hour shifts. Chief Wyman said the last time they went to 20 High St. they cleaned it out. Last Friday the person did ask to grab the cars on the property between now and the auction. Selectman Dickey said the Select Board would like him to take the cars if he wants. Chairwoman Carey said anything he doesn't take goes to auction and the money goes towards all the investments the Town of Boscawen has made in that property. Discussion ensued on if they can auction off the cars. Chief Wyman can contact him with a specific date he can remove them from the property.

Public Works Director Dean Hollins said the bleachers came in. They assembled them and will bring them to the park tomorrow to replace the old ones, dependent on weather. PWD Hollins will scrap the old benches. He also reported that the well company installed the new wells so they can test for PFAS. The gentleman who does the water sampling came to prep them, putting the liners in and set up. He will let them sit for a couple of weeks and then do the first test to send back to the state. The truck came back that was sandblasted and painted. PWD Hollins said they have been having issues with their credit card reader at the Transfer Station. On and off for the last couple months the screen goes blank during a transaction. They have to reboot everything. The machine shut down completely on Saturday. IT took the system and will bring it back on Saturday. There is something wrong with the computer itself. If they don't have it by Saturday, they will ask people to pay by cash or come back. They do accept checks as well.

Facilities Director Gary Moore said their janitor Mr. Bernie Davis has resigned. Tomorrow will be his last day. FD Moore is in the process of contacting cleaning companies. He has two people coming in to quote next week. One of the companies is local and another one is from Concord.

FD Moore said the back doors on the Library are rotting and coming apart. The Building Inspector said they need to be replaced. The door on the north side is badly rotted. FD Moore received a price of about \$400 to cut it down, replace it with pressure treat and put a bronze kick plate on it. He would rather buy a new door than try replacing it. It would be about \$500 to \$1,000 for a door. Chairwoman Carey suggested asking KSD because they specialize in doors. FD Moore said they wouldn't be able to do it until next winter. FD Moore received a quote on the pointing of the bricks. It will be a couple thousand dollars to fix the bricks. He is also waiting on another quote for repairing the ramp. The one quote he received was about \$15,000. Town Clerk Hoyt started the project on getting the mailbox moved to the front of the Municipal Building and FD Moore completed the project. The Beautification Committee put bricks around the new concrete area. FD Moore said the ladder won't be installed for another month or two. He is also waiting to hear about the Torrent Station Roof project.

Community Services Director Gerlack asked the Select Board for authorization to sign the Emergency Food and Shelter Program grant on behalf of the Town.

**Selectman Dickey motioned to authorize CS Director Gerlack to sign on behalf of the Town for a \$16,000 grant from the Emergency Food and Shelter program. Seconded by Selectman Burdick. All in favor. None opposed.**

CS Director Gerlack has her first official workshop Thursday, June 16th as a Board Member of the NH Local Welfare Association. They will be running the Welfare 101 workshop with NHMA. CS Director Gerlack will be a panelist. CS Director Gerlack reported that Unitil started shutting off people's electricity this week. She has been working with several residents in the community as well as finding a way to communicate effectively with Unitil. Unitil hasn't done any service disconnections since 2019 due to Covid. CS Director Gerlack assumed they sent the proper notifications to the residents prior to the shut off. She is helping residents get their electricity back and set up a payment plan with Unitil and the town if needed. CS Director Gerlack has asked the Old Home Day Committee for approval to have a table at OHD showcasing what Community Services does. They want to show the community how they benefit from their resources and what programs they offer. The Backpack Program is going into its 5<sup>th</sup> year, and will be teaming up with the Boscawen Police Department to kick this next school year off with "Fill a Cruiser" fundraiser at the field during OHD. CS Director Gerlack sent out letters for donations from numerous vendors that they use in hopes to receive monetary donations, coupons or even product. The Backpack Program will be ending next week. They are including fun things and a toiletry package to get children through the summer. They had 23 kids in the Backpack Program this year. CS Director Gerlack is also brainstorming for the Holiday Food Baskets and winter programs. The Holiday Food program will be on December 22<sup>nd</sup> has it has been for many years.

Town Clerk Nicole Hoyt said in two weeks the Select Board will be receiving the dog warrant which include the civil forfeitures for the outstanding licenses. There are still 214 unlicensed dogs. The fine will be an additional \$25 plus a certified notice fee. Tax Collector Hoyt said so far with taxes they haven't received any checks from the mortgage companies. They are just under \$700,000 received to date. She said they should be seeing a lot in the next week in a half. Town Clerk Hoyt reported the Secretary of State's office is doing on-site reviews based on all the



legislation and questions. They want to make sure NH has faith in their election system and how it works. They will be doing spot checks, checking boxes, making sure they have signatures, locating where they store them and who has access to them and the Accuvote machine. FD Moore had a locksmith change out the lock in one of the storage rooms downstairs. They have a handful of keys, but they are waiting to hear from the Secretary of State on who they want to have access. One key will be in the lockbox regardless. Town Clerk Hoyt said Deputy Town Clerk Karyn Chagnon has been working on building their Record Retention. Deputy Town Clerk Chagnon started spreadsheets listing the location of items, when to dispose of them and what needs to stay permanently. Town Clerk Hoyt received several totes that have a gasket on it to keep it dry if a pipe burst in the basement. They have big ledger books that are old warrants. They need to put them in something because they are permanent record. They are hoping to make progress on the project in the summer on Friday's. Town Clerk Hoyt told staff that the new mailbox has pickup twice a day.

**Old Business:** TA Phelps received a quote from the prison shop on the Purple Heart Community signs. It would cost \$179.77 for two signs. There was discussion previously about displaying signs in more places around town. TA Phelps asked the Board if they want to order more. Mr. Bill Lambert stated DOT would prefer that the signs be incorporated with the 'Welcome to Boscawen' signs. The Select Board agreed to buy three more signs.

**Chairwoman Carey motioned to enter a nonpublic session under RSA 91-A, 3 II (b). Seconded by Selectman Burdick. Roll Call Vote: Lorrie – Yes, Matthew – Yes, Paul - Yes.**

**Chairwoman Carey motioned to exit nonpublic session under RSA 91-A, 3 II (b). Seconded by Selectman Burdick. Roll Call Vote: Lorrie – Yes, Matthew – Yes, Paul - Yes.**

**Motion made by Paul Dickey to appoint Kearsten O'Brien as Parks and Recreation Coordinator effective 2023. Seconded by Matt Burdick. All in favor, none opposed.**

**Chairwoman Carey motioned to enter a nonpublic session under RSA 91-A, 3 II (I). Seconded by Selectman Burdick. Roll Call Vote: Lorrie – Yes, Matthew – Yes, Paul - Yes.**

**Selectman Burdick motioned to exit nonpublic session under RSA 91-A, 3 II (I). Seconded by Selectman Dickey. Roll Call Vote: Lorrie – Yes, Matthew – Yes, Paul - Yes.**

**Motion to seal the minutes under RSA 91-A, 3 II (I) for three months made by Selectman Burdick. Seconded by Selectman Dickey. All in favor. None opposed.**

**Chairwoman Carey motioned to enter a nonpublic session under RSA 91-A, 3 II (a). Seconded by Selectman Burdick. Roll Call Vote: Lorrie – Yes, Matthew – Yes, Paul - Yes.**

**Selectman Burdick motioned to exit nonpublic session under RSA 91-A, 3 II (a). Seconded by Selectman Dickey. Roll Call Vote: Lorrie – Yes, Matthew – Yes, Paul - Yes.**

**Selectman Dickey motioned to make an exception to the bereavement policy for a special situation. Seconded by Selectman Burdick. All in favor. None opposed.**

**Chairwoman Carey motioned to enter a nonpublic session under RSA 91-A, 3 II (c). Seconded by Selectman Burdick. Roll Call Vote: Lorrie – Yes, Matthew – Yes, Paul - Yes.**

**Selectman Burdick motioned to exit nonpublic session under RSA 91-A, 3 II (c). Seconded by Selectman Dickey. Roll Call Vote: Lorrie – Yes, Matthew – Yes, Paul - Yes.**

**Chairwoman Carey motioned to allow Town Administrator Phelps to write a letter to the Merrimack Valley Youth Baseball & Softball League to clarify their questions and make them aware that the Town’s insurance provider is recommending field use agreements. Seconded by Selectman Dickey. All in favor. None opposed.**

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

**Next Meeting:** Thursday, June 16, 2022, at 6:00 PM.

*Respectfully submitted by Hannah Gardner*