

**Town of Boscawen
Select Board
MEETING MINUTES
Thursday, September 16th, 2021, at 6:00 PM**

In Attendance: Lorrie Carey, Paul Dickey, Matthew Burdick, Alan Hardy, Kate Merrill, Kearsten O'Brien, Dean Hollins, Sarah Gerlack, Norma Caporale, Nicole Hoyt, Katie Phelps, & Lt. Jason Killary

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

Roll Call: completed and guests introduced.

Chairwoman Carey requests one change in the SB DM 09.09.21, line 209, correct spelling "Carey".

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

Department Head Updates:

COVID-19 Guidance: EMD Jason Killary received a letter regarding going back to masks. EMD Killary doesn't think it is necessary to require masks in the facilities at this point. They are seeing an increased number in children, easily attributed to children resuming school. Over the past week, anywhere from 20% to a third of the new cases has been children. The group of most concern right now is children under 18 because they are the largest population of unvaccinated people. New Hampshire is currently over 4,000 active cases, the highest it has been since February. It is still not anything DHHS or COVID team didn't anticipate. In the Boscawen area there are 13 active cases, including one new case. They have been at 13 cases for the three days. Cases around surrounding areas have remained the same in cases for the most part and it will stay this way until schools find better preventative measures. The State's effort is to encourage vaccinations right now. The vaccination rate in the Boscawen area is 51.1% for at least one dose. Boscawen is at 47.6% for fully vaccinated residents. This makes Boscawen a target area for the State of NH to encourage and push vaccination. Concord and Canterbury have better vaccination rates. Chairwoman Carey asked if nursing home residents and the jail are vaccinated. EMD Killary isn't sure if the jail is requiring vaccination because they aren't there on their own system. In the nursing home, it is governed in a different light because it is medical concern for the patients. The jail did start mandating masks for everyone in the beginning of the week. The people coming in and out of the jail, you can't mandate masks for. EMD Killary isn't sure about employees of the jail being mandated to get the vaccine. The nursing home has the vaccine mandate as part of the Medicaid/Medicare Funding. EMD Killary said people he knows at the jail said they are recommending and pushing the vaccine. EMD Killary investigated how they can raise their vaccine percentage in Boscawen. The State of NH has a mobile vaccine van that was brought up as part of the COVID grant. It is expiring next month but it has been so successful that they are renewing the funding and adding a second van. It is run a lot by blood drives. You must reserve the van ahead of time. There must be a designated area where they can

do the vaccinations, a recovery area, Wi-Fi, security, and public bathrooms. Right now, the van is booked out, but EMD Killary was able to reserve a tentative date. They have an opening October 23rd from 2pm to 6pm. EMD Killary thinks it would be a good idea to have the van at the Municipal Building and hold the clinic in the Police Department conference room. It gives them time to prepare, reach out to local businesses and spread the awareness to residents. The 23rd is also the annual kick-back day. Vaccines are free for the residents. Finance Director Katie Phelps noted that ARPA funds can be used for vaccination incentive programs. They can do cash, gift cards, etc. EMD Killary said they will look into it. If the Select Board approves, EMD Killary can book the van tomorrow to be set up for October 23rd from 2pm to 6pm. Selectman Burdick thinks it is a great idea and mentioned that Elektrisola has one coming for their employees. He will find out what date it is being held. EMD Killary said they can plan around it because it would also be for the community. EMD Killary said right now Pfizer and Moderna are most common. Pfizer is fully endorsed by the FDA and Moderna is in the FDA's hands for review. They expect for the Moderna brand to be certified quickly. Both companies have submitted paperwork to the FDA for a booster shot. EMD Killary said Moderna has paperwork in front of the FDA for review for clinical trials that they have done for age groups 5 to 12 years old. They were very happy with the statistics because a lot of parents wanted to vaccinate their children, so they received a lot of data. They could see conditional approval for vaccines for 5 to 12 years old as early as middle to late next month. Chairwoman Carey said another good thing is they can partner with the school district to do flu clinics. EMD Killary said it is still important to get tested if you have any symptoms because it is 95% effect. There have been breakthrough cases, but it is minimal and with cold and flu season coming it is important to be aware. Hospitalizations are down in NH. The deaths have remained steady, around 5 today and elderly population. TA Hardy asked if there is anything put in place for Halloween. EMD Killary said they have a Trunk or Treat set up tentatively. They already have several people signing up. They are discussing how to run it in the safest and most efficient way.

EMD Killary said there has been a lot of mental health issues this week. There have been five separate involuntary emergency admissions, 3 in one day. It is difficult time of year; seasonal depression comes into play. They haven't seen a lot of drug overdoses, but they will arise, and they are steady in surrounding towns. Chairwoman Carey said she understands that beginning January 1st, there will be a mobile crisis unit. People who are experiencing mental health issues can receive help directly at their home via the mobile crisis unit. EMD Killary said it has been effective in different forms for years now. EMD Killary said they call the mobile crisis team when it is not an immediate issue of danger.

FD Phelps said they scheduled a public hearing for Administrative Fees for September 30th after 6:00pm. They are asking for the first round of ARPA requests to be submitted by September 30th. Department Heads or requestors can plan to present them to the Select Board on October 7th. Right now, there are four requests for use of ARPA funds turned in. FD Phelps asked the Board to verify where the bill for Municipal Resources Inc. was being charged to. They cannot find in the minutes where it is being charged to. Chairwoman Carey believes it was being funded by the fire department budget. FD Phelps said Chief Kenney is unaware how to code it. TA Hardy said they don't have a motion or vote on it. Selectman Burdick said they had a vote on how much they would be willing to spend and that they would appropriate funding. Chairwoman Carey

suggested taking it out of contingency because it needs to be done and was unplanned. Selectman Burdick said they were willing to spend up to \$15,000.

Chairwoman Carey motioned to spend up to \$15,000 from the contingency fund for a study by the Municipal Resources Incorporated for the Boscawen Fire Department. Seconded by Selectman Burdick. All in favor. None opposed.

Town Clerk Nicole Hoyt said there are two potential foreclosures in Town. The Select Board needs to review them and initial to show proof they looked at them. Town Clerk Hoyt didn't have a chance to put together information about the training they went to. Each agency didn't have enough time to present and answer the questions that were necessary. They spent a lot of time discussing the Windham audit. They should know by November what election equipment will be approved. Chairwoman Carey asked if they gave guidance on the upcoming elections. Town Clerk Hoyt said there is no information yet but there are three businesses in the running for the machines. Town Clerk Hoyt said she will make sure that the Board members are receiving the Town and City publication.

Welfare Administrator Sarah Gerlack said they received the DMV printer today, so they have four functioning windows for almost everything.

PWD Dean Hollins said they have been rebuilding their roll-off containers. It would be around \$8,000 for a new one so they are working on patching the current one so they can get another two years out of it. They mowed the capped landfill at the Transfer Station, it must be done twice a year. FD Phelps asked if PWD Hollins has heard anything about Mr. Roy. PWD Hollins said that Mr. Roy has passed away and he hasn't heard anything since. Steve tried to contact the son. PWD Hollins has talked to his wife twice and he will probably reach out this weekend.

PCD Assistant O'Brien said they had Hazard Mitigation this week. She asked the Select Board to think about where they would like the funds to come from to pay for the assistance of Central New Hampshire Regional Planning. EMD Killary said this year it will be taken out of contingency and next year it will be budgeted for in the EMD budget. PCD Assistant O'Brien said Stephanie Alexander is going to put together a survey for residents to note hazards in time and what they can work on. The FEMA grants relies on them having these meetings, so it is strongly advised and to have as much department head input as possible. The Economic Development committee did meet but there was no quorum so hopefully they will have information next month. Chairwoman Carey said Alan Andrian was talking about some of the challenges for his business particularly. One of their difficulties is water. In addition, Alan's Restaurant is down 14 positions and they put in a hiring application for a cook for \$50,000 with a sign-on bonus but no one applied. PCD Assistant O'Brien said if anyone knows business' looking for workers, let her know because Cameron knows a lot of people needing work. Chairwoman Carey said there is a need for the public and department heads be present and involved in the Hazard Mitigation meetings.

Selectman Burdick said Trail Head Cleanup Day happened on September 11th, led by Mr. Jeff Abbe. There were 11 volunteers that stayed to clean up the trails. They put in a new blue trail.

They had one suggestion for a trail name, Abby Road Lane. All the documentation was fine for Cleanup Day, Selectman Burdick and Mr. Lyman Cousens monitored the registration process.

Chairwoman Carey motioned to go into non-public under RSA 91A:3 II (L). Seconded by Selectman Dickey All in favor. None opposed.

Chairwoman Carey motioned to come out of non-public under RSA 91A:3 II (L). Seconded by Selectman Burdick. All in favor. None opposed.

The Select Board returned to public session.

Selectman Dickey motioned to seal the non-public minutes under RSA 91A:3 II (L). Seconded by Selectman Burdick. All in favor. None opposed.

Chairwoman Carey motioned to go into non-public under RSA 91A:3 II (B). Seconded by Selectman Dickey All in favor. None opposed.

Chairwoman Carey motioned to come out of non-public under RSA 91A:3 II (B). Seconded by Selectman Burdick. All in favor. None opposed.

Selectman Dickey made a motion to appoint Katherine Phelps as Deputy Town Administrator. Seconded by Selectman Burdick. All in favor.

Chairwoman Carey made a motion to hire Katherine Phelps as Town Administrator effective January 1, 2022. Seconded by Selectman Burdick. All in favor.

Selectman Burdick made a motion to post the Finance and Human Resources Director position internally for seven days. Seconded by Selectman Dickey. All in favor.

Next Meeting:

Thursday, September 23rd @ 6PM.

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

Respectfully submitted by Hannah Gardner