

1
2
3
4
5
6
7
8
9

**Town of Boscawen
Circle Committee
MEETING MINUTES
Monday, July 6, 2020 at 7:00 PM**

Members Present: John Keegan, Chairman, Jeff Abbe, Julie Fournier, Beverly Drouin
Others Present: Kellee Jo Easler-Planning & Community Development Director, Paul Dickey,
Kearsten O'Brien

10
11 Chair John Keegan opened the public meeting at 7:00 P.M.

12
13 Chair Keegan read off the Covid-19 Public Meeting Notice of Telephonic Meetings, which reads
14 as follows: In light of the state of emergency declared by the Governor on March 13, 2020, and
15 to respond to the COVID-19 pandemic, the chair has determined that an emergency exists and
16 that accordingly, until further notice, (a) members of the board may attend all board meetings
17 telephonically, without the physical presence of a quorum; and (b) members of the public who
18 wish to participate in hearings may, on request, participate telephonically or submit comments in
19 writing to be included in the record of the hearing.

20
21 **Old Business:** None

22 **New Business:**

23 **Election of Officers:** Jeff Abbe nominates John Keegan as chair and Julie Fournier seconds the
24 nomination. All in favor; none opposed. John Keegan nominates Julie Fournier as Vice- Chair
25 and seconded by Jeff Abbe. All in favor; none opposed.

26 **Proposal Reviews:** Chair Keegan asked for questions and/or comments on the Franklin Savings
27 Bank (FSB) and Pete & Gerry's proposals. Ms. Drouin asked when the FSB decision would be
28 made. Chair responded at least four months. Moving to the Pete & Gerry's proposal there were
29 questions from Ms. Fournier and Ms. Drouin about who the organization is and why they might
30 be interested in supporting this proposal. Chair Keegan explained they are organic egg
31 producers based in New Hampshire who contract with Tom Giovagnoli, who runs an egg farm
32 on Route 4. The farm is here because town officials and volunteers encouraged Pete & Gerry's
33 to support Mr. Giovagnoli enterprise in Boscawen after unsuccessful attempts in Dunbarton and
34 Weare. In the process of working with Mr. Giovagnoli the owners and staff of Pete & Gerry's we
35 have developed relationships that, hopefully, will lead to additional investment in Boscawen. At
36 this point, the plan is for the Select Board to approve submission this Thursday, the 9th.

37 **Brainstorming Additional Funding Ideas:** Chair Keegan asked members for other funding
38 and donation ideas. Ms. Fournier asked about approaching individuals. Chair Keegan reported
39 he and Lorrie Carey had discussed using the Newsletters' here and in surrounding town's to
40 solicit donations. Earlier this year the Agricultural Commission Circle Committee had raised the
41 idea of a "Go Fund Me" campaign where donors could use their credit/debit cards to donate.
42 This raised bookkeeping challenges for the Town and was backburnered. At this point, the

43 question was directed to Select Person Paul Dickey. He explained the context of the finance
44 discussions unfolding among the Select Board as the pandemic was emerging. It became a
45 serious challenge in the public sector. At the same time the New Hampshire Department of
46 Transportation (NHDOT) informed the Select Board of their plans to repair two Boscawen
47 bridges this summer. Anticipating serious negative impacts on both public and private income,
48 unprecedented health challenges as well as falling tax revenue the Select Board did not want to
49 ask local businesses to receive multiple solicitations for this project, Old Home Day (OHD) or
50 similar initiatives. The outcome was to ask Chair Keegan to only solicit businesses that had not
51 traditionally supported OHD activities; to consult with Mr. Hardy and Mrs. Phelps, the town's
52 Financial Director, about the 'Go Fund Me' process. In conclusion, Select Person Dickey asked
53 Mrs. Easler to comment on his recounting. She concurred with his explanation and suggested
54 Chair Keegan, Mr. Hardy and she meet with Mrs. Phelps before the Select Boards next meeting
55 to clarify the "Go Fund Me" process as well as the management of business and individual
56 solicitations. Mr. Dickey agreed to the plan as did the Committee Members. Mr. Dickey
57 supports the circle project and is optimistic that at least one of the funding proposals will be
58 funded, which, hopefully, will provide an incentive for other funders to step forward. The Select
59 Board, he noted, will be carefully examining the budget for 2021 and there may be opportunities
60 for additional town support. Ms. Drouin suggested contacting the New Hampshire Charitable
61 Foundation (NHCF) as she was successful with a small grant application she and Adele Sanborn
62 had submitted. Mr. Dickey supported the idea and identified Deborah Shackter at NHCF as a
63 knowledgeable contact in the Charitable Foundation's Concord office. Chair Keegan asked for
64 a volunteer to do the leg work. Ms. Drouin agreed to look into it. Chair Keegan reported that
65 GMI has agreed to provide the top soil for the circle and suggested that donated materials might
66 be another way to meet our needs. Chair Keegan has also contacted Stacy Luke, Program
67 Director, at the Merrimack Count Conservation District (MCCD). The MCCD works frequently
68 with farmers financing irrigation and drainage projects. They might be able to assist with
69 discounts or funding. He will follow-up.

70 **Placement of a flag Pole in the Circle:** Ms. Fournier asked where the funding would originate
71 for the flag and who would maintain it. Ms. Drouin asked if it would be in the middle of the
72 circle, in addition to the trees that are now part of the plan or if the flag would replace the trees.
73 Mr. Dickey explained this is a recent addition and, if approved by NHDOT, the flag would
74 replace the trees. At this point, Mr. Hardy is in discussions with NHDOT about the flag's
75 placement. Here again, the issue is driver distraction. Mr. Abbe added there may be Federal
76 Rules constraining NHDOT's decision making. Returning to Ms. Fournier's questions, the town
77 would provide funding for the pole and flag as well as be responsible for its care and
78 maintenance. Mr. Abbe noted solar powered lights could be used for illumination. Mr. Dorsey
79 explained that the Select Board had contacted Unitil about replacing the flags that used to line
80 King Street but received a negative response. Not wanting to abandon the idea, the circle
81 seemed like a logical option. However, NHDOT concurrence is needed to move forward.

82 **Update water related issues:** Chair Keegan referred attendees to Attachment #3, which was
83 sent to committee members and Mr. Dorsey as part of the meeting packet. The attachment

84 outlines in detail the Penacook Boscawen Water Precinct's (PBWP) donations and a 'hold
85 harmless' agreement related to excavation for the water connection but does not confirm, in
86 writing, PBWP's water donation for irrigation at the circle. This confirmation is needed as part
87 of the NHDOT permitting process for the installation of the irrigation line. Chair Keegan has
88 contacted Mr. Crawford, one of the PBWP's Commissioners, who reported the Commissioners
89 had agreed to this. It is a reporting error he will have corrected.

90 **NHDOT sign agreement (Attachment #4):** The letter enables the town to move the 'Welcome
91 to Boscawen' sign and the seasonal crop sub-sign to the circle as long as the town conforms to
92 the 'breakaway design requirements. The letter also reaffirms the 'no advertising' prohibition.
93 Hence, the conversations with NHDOT about other sign options related to Pete & Gerry's. Ms.
94 Fournier asked about placement of the three stone walls and their height. Chair Keegan
95 responded the walls will be offset from the points where vehicles enter the circle and set back
96 seven feet from the granite perimeter with the perennial plantings in front to minimize their
97 distraction for drivers. Current plan is for 12 foot walls 22 inches high. This negotiation is with
98 Mr. Radwanski, the District Engineer. There followed a discussion about the height of the walls.

99 **Other Pending items (Attachment #5):** Chair Keegan provided an overview. The principle
100 items are the walls, see above, and the irrigation line from the corner of Fisher Avenue and
101 Harris Hill Road to the circle. From that point the water line will be 'property' of the Town and
102 be in the NHDOT right of way. The following are pending: NHDOT acceptance of our detailed
103 routing plan; a completed and NHDOT approved excavation permit. With these approvals in
104 hand installation of the line can proceed. The line must be at least two feet down and followed
105 by a tracer wire which Dig Safe will use for tracking purposes.

106 **Work Plan for 2021:** Several Committee Members along with Mr. Dickey asked for a summary
107 of the budget. The total is \$39,800 of that, we need to raise \$29,800. Currently there is \$2,000
108 cash on hand consisting of \$1,000 in the Woodbury Memorial Fund and \$500 dollars each from
109 the Agricultural Commission and Town beautification funds bring the amount to be raised to
110 \$27,800. There are two grant applications in process for \$10,000 each leaving \$7,800 to be
111 raised from other sources.

112 The work plan is to complete all or the permitting with NHDOT and others this year. That done
113 we can, 'hit the ground running' in April 2021. This would give us access to our landscaping
114 partners before their schedules fill in May and beyond.

115 The sequence would be:

- 116 • Install irrigation line
- 117 • Build walls
- 118 • Spread new top soil
- 119 • Install irrigation on the circle
- 120 • Spread mulch
- 121 • Install flag pole or trees in the center
- 122 • Install the Welcome to Boscawen sign

- 123 • Do plantings
124 • Loose ends and maintain plantings, etc.

125 In the course of this discussion safety and planning work sessions came from many quarters. Mr.
126 Dickey noted coordination with police, public works and others would be key. All agreed.

127 **Next Meeting:** August 10.2020 @ 7:00pm

128 **Adjournment:** Motion to adjourn by Ms. Drouin; seconded by Mr. Abbe. All in favor. None
129 opposed.

130

DRAFT