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**Town of Boscawen
Circle Committee
MEETING MINUTES
Monday, January 11th, 2021 at 7:00 PM**

Members Present: John Keegan, Chairman, Julie Fournier-Vice Chair, Jeff Abbe & Beverly Drouin

Excused: Paul Dickey - Ex-Officio

Others Present: Hannah Gardner-Secretary

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

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

Roll Call: completed and guests introduced.

Draft Minutes: Motion made by Jeff Abbe to accept the 12.14.20 minutes as presented. Seconded by Beverly Drouin. All in favor.

Accountant Report: Reviewed Balance as of 12.14.20 is \$3,323.03

Motion made by Beverly Drouin to accept the 12.14.20 financial report for the 01.11.21 meeting and update it immediately. Seconded by Julie Fournier. All in favor.

Old Business:

- **Activity Update:** Mr. Jeff Abbe reported that he talked to Dr. Bob Gabriele's wife and told her of the Committee's plans but didn't have a chance to talk to him personally. Chair John Keegan reminded members of the need to ask Dr. Gabriele about specific suggestions for planting and request for financial support. Mr. Abbe stated he will follow up with Dr. Gabriele on the 12th.

Ms. Beverly Drouin volunteered to write a draft article for the News Vine the weekend of the 16-17th. The goal is to produce an article every month. Ms. Drouin asked who she should have review each article. Chair Keegan asked that the articles be sent to him who will send them to the Town Administrator, Mr. Alan Hardy, for approval. Mr. Abbe reported the deadline is the 10th of every month for release on the 15th.

Chair Keegan has requested funding from Steve Brown, the President of Ross Express, as well as Mason Donovan for donations from Avaloch Music Institute and a personal donation.

42 Mr. Donovan has since left his management position at Avaloch, but he had conveyed the
43 request to Mr. Tauber. Chair Keegan has followed up three times with each person but hasn't
44 been able to reach them. He will continue his outreach.

- 45 • **Pending Tasks:** Ms. Julie Fournier delayed contact with Huckleberry's owner in relation to
46 asking for a donation. She did so because they recently incurred significant expenses for the
47 holidays. Ms. Fournier will draft a funding request by the end of January or early February.
48
- 49 • Chair Keegan will talk to Phaneuf Funeral Home leadership about possible funding. He will
50 also contact the suppliers concerning costs and specifications related to the irrigation line.
51 This includes contacting Doug Thompson, EJ Prescott and people from the Water Precinct.
52

53 **New Business:**

- 54 • Chair Keegan reported talking to the Forest Nursery about the Committee's work plan. The
55 Forest Nursery contact mentioned two items that might meet our needs: Fragrant Sumac and
56 Barberry for its salt resistance. Mr. Abbe had researched drought resistant plants, referring to
57 the list he had shared with members prior to meeting. Ms. Fournier thought different entities
58 would be helping with the planning. Chair Keegan responded that he wants the Committee to
59 discuss and formulate ideas to take into meetings with Monica Matthews and Nancy Towle,
60 so the products meet our needs and vision of the Circle. Mr. Abbe added that, in the planning
61 graph, which members had all received, he stayed away from formal gardens but envisioned
62 three clusters to cover most of the area. Ms. Drouin also envisions three perennial 'gardens'
63 but how they are arranged will involve artistic judgements. After reviewing feedback from
64 the community on the line-of-sight, Ms. Drouin thinks large, tall bushes wouldn't be
65 appropriate. Chair Keegan reminded members the New Hampshire Department of
66 Transportation (NHDOT) has extensive guidelines on the line-of-sight. Mr. Abbe added with
67 right-hand circulation you're looking to the left not through the circle. The only issue may be
68 if someone was heading from Hannah Dustin to Boscawen, but as soon as they are in the
69 circle they are visible. There is also an 8 to 9 foot set back to the curb to prevent this issue.
70 Ms. Drouin believes working in phases would be better than putting everything in at once.
71 She said the Committee needs to rule out what is not wanted and consider issues such as line-
72 of-sight and salt tolerance. Ms. Fournier wants Monica Matthews and Nancy Towle to know
73 what areas need to be planted, and parameters such as: line-of-sight and salt tolerance to see
74 what they come up with. Chair Keegan asked to focus on the question of phasing, that is,
75 how many planting seasons to complete the plantings? Ms. Drouin stated she would plant
76 perennials the first and bushes second. This may enthruse potential donors after seeing the
77 first year's growth. A drawback is it takes longer to complete the plantings. Chair Keegan
78 asked that the decision be made before talking to Monica Matthews and Nancy Towle. Ms.
79 Fournier believes we shouldn't phase plantings this year because once the tulips and
80 daffodil's bloom and finish, we will have to clean them up. She would like to plant the
81 perennials and bushes all at once and then figure out a maintenance schedule. Mr. Abbe
82 stated it would be a good idea to put in three formalized sectional gardens. We know where

83 the daffodils are planted and, if needed, we can dig them up and rearrange them to fit the
84 three gardens. Ms. Drouin changed her mind on phasing. She would like to complete planting
85 by the end of this year. All agreed. Chair Keegan reminded members there will be two
86 components to the new planting: perennials and shrubbery.
87

- 88 • Ms. Drouin asked how the planning will be structured. Chair Keegan said, in two separate
89 phases. Monica Matthews has formal training in garden design. The Committee would be
90 asking her for a refinement of the plan Mr. Abbe has offered, using the template he designed.
91 In addition, asking her about what size and shapes the three gardens should be; the flexibility
92 needed to facilitate the irrigation system design, and finally, suggestions for spacing the
93 garden clusters. Chair Keegan stated Nancy Towle would help us with overview of our
94 design, specific species and variety selections for what works best in Boscawen. She will also
95 be a valuable resource for purchasing and maintenance advice. Ms. Drouin stated it is
96 important to maintain integrity and transparency with both individuals.
97
- 98 • Chair Keegan proposed meeting with Monica Matthews on a Monday evening @ 7pm any
99 time after January 25th. Mondays available are February 1 and 22. Ms. Drouin reiterated we
100 need to present the items noted by Mr. Abbe as well as share the draft minutes of this
101 meeting. Chair Keegan asked if everyone agrees with this plan. All agreed.
102

103 **Adjournment:**

- 104 • Motion to adjourn by Ms. Fournier; seconded by Mr. Abbe. All in favor. None opposed.

105 **Next Meeting:**

- 106 • TBD