

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

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

Excused: Ex Officio-Paul Dickey

Others Present: Hannah Gardner- Recording 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 Ms. Beverly Drouin to accept the 05.03.21 minutes as amended. Seconded by Mr. Jeff Abbe. All in favor. None opposed.

- Ms. Julie Fournier requested one change, line 38, take out “to” after “Bill Murphy”.
- Ms. Fournier requested one change, line 45, change “or” to “to”.
- Ms. Fournier requested one change, line 55, change “and” to “in”.
- Ms. Fournier requested one change, line 57, add “with” before “Alan Hardy”.
- Ms. Fournier requested one change, line 74, change “tit” to “it”.
- Ms. Fournier requested one change, line 122-123, strike through sentences, redundancy.

Accountant Report: Motion made by Ms. Fournier to accept the financial report through 06.07.21 as presented. Seconded by Ms. Drouin. All in favor. None Opposed.

- Ms. Fournier asked if GMI and the Water Precinct reflected in the financial report. Chair John Keegan said no because GMI donated the topsoil. At this point, the Precinct has not billed the Town for any work. The Water Commission has a meeting tomorrow night in which Chair Keegan said they may take action on submitting a bill.

Old Business:

- **Activity Update:** Chair Keegan reported everything is going smoothly so far. The irrigation system is working. Ms. Drouin sent Chair Keegan pictures to include in the report he will send to the District Engineer. Mr. Abbe has put the instructions for the irrigation system in a plastic bag, in a location, in the Circle.

- 41 • Mr. Abbe asked if they have an agreement with Mr. Tompson for the flowing access to
42 the vault. Chair Keegan said no, it will be done by Dean Hollins. The Town has the
43 equipment to do it. Mr. Tompson said if something comes up to let him know and he will
44 help out. The water will be on from noon to 1pm. It's pumping at a rate of 2 gallons per
45 minute which is 120 gallons an hour.
- 46 • Ms. Fournier asked if she could pull out the stakes in the Circle. She thinks it would look
47 a lot better without the markers. Mr. Abbe agreed and will pull them out tomorrow.

48 **Pending Tasks:** Ms. Drouin will write the 'Thank You' Notes to Dean Hollins, Bill Murphy
49 and Doug Thompson. She will send them to Chair Keegan to send out.

- 50 • Chair Keegan needs to get the key from the Water Precinct for the enclosure where the
51 meter and the backflow preventer are. Alan Hardy and Doug Tompson will also have a
52 key.
- 53 • Chair Keegan will pick up the flash drive from Ms. Drouin.
- 54 • Mr. Abbe will pull out the markers in the Circle tomorrow, June 8th.

55 **New Business:**

- 56 • Ms. Drouin put the photos on a flash drive. She is thinking of putting the pictures on
57 Facebook or the Town website and then Chair Keegan can provide the DOT a link.
58 Another idea is sending the flash drive in an envelope via mail. Chair Keegan suggested
59 putting them on the Town website and sending the link.
- 60 • Chair Keegan asked for the Committee's opinion on maintenance of the Circle. Ms.
61 Fournier suggested doing it in August. Ms. Drouin suggested that the Committee meet 4
62 times a year. They can set a date for some time in the Fall to do maintenance.
- 63 • Ms. Drouin said she would like to stay connected to the Committee as the Town prepares
64 for the next rotary. She believes it will start in 2022 and would like to keep an eye on
65 what they plan to put in there. Chair Keegan stated they are constituted as a Selectman
66 Committee with an expiration of September 21st, 2021. Chair Keegan wants to talk with
67 Mr. Hardy about this suggestion. There has been talks for several years about doing work
68 on 3-4 intersection where the lights are. The issue is about water. Nancy Towle is
69 working on it on her own time. Chair Keegan said they have approximately \$2000 in the
70 account for the roundabout. If they don't encumber the money at the end of this FISCAL
71 year, it goes away. The money he planned on for maintenance and upkeep for the Circle,
72 needs to be protects. Chair Keegan will ask the Select Board what will happen with the
73 money that's left and if they will allow the Committee to continue past September. Ms.
74 Drouin clarified that there are still bills coming in that will be taken from the \$2000.
75 Chair Keegan tried to keep about \$1500 for a buffer. Mr. Abbe said they will also need to
76 reinsert mulch which will cost money.
- 77 • Ms. Drouin asked what they need to do for the garden next to the Welcome to Boscawen
78 sign. Chair Keegan said the rejuvenation of the sign will be done by members of the
79 AgCom Commission. Also, every two years the flag will need to be replaced. It is
80 approximately \$100. Another suggestion was to add lighting which would cost around

81 \$300. Ms. Drouin said they need to obligate the money to their account, so it doesn't get
82 swept into general funds at the end of the year. The safest way would be to create an
83 account in the Town budget. Chair Keegan wants to start the process with Mr. Hardy and
84 the Select Board to get a line in the budget. Ms. Drouin said someone should keep an eye
85 on the conversations, planning and engineering going towards the new rotary.

- 86 • Ms. Fournier isn't sure if she personally wants to continue on the Committee, past this
87 September. She thinks if the Select Board dissolves the Committee, then a new
88 Committee will need to be formed. She isn't sure if she would step on to a new
89 Committee.
- 90 • Chair Keegan asked if he should propose to Mr. Hardy to prolong the life of the Circle
91 Committee as the vehicle for doing work in the future on the roundabouts in Town. The
92 Committee would help with the irrigation system because they have the experience.
- 93 • Chair Keegan said Lorrie Carey wanted the Committee to help with the plantings for the
94 next rotaries. They would pick which plants go in and help with the maintenance of it.
95 They won't be in a reactive mode if they are organized and have a budget to work with.
- 96 • Ms. Drouin said she doesn't have time to do monthly meetings. She thinks they need the
97 ability to expand and contract when they aren't active. She also said the Committee
98 should focus on securing the money, so it doesn't go into general funds. Also, they
99 should get a line item on the budget. Someone of authority should look over the money.
100 She suggested for the new rotary in 2022, to have a new Committee and maybe more
101 people would join.
- 102 • Ms. Drouin said she approves Chair Keegan moving forward with asking Mr. Hardy and
103 the Select Board about the questions and suggestions the Committee has. Mr. Abbe also
104 agreed with the plan to move forward. Ms. Fournier is in the middle. Chair Keegan said
105 he will let the Committee know how the conversation with Mr. Hardy goes and then they
106 can meet in August to plan clean up in the Fall. They also will talk about what they want
107 to do moving forward after discussing what Mr. Hardy says.
- 108 • Ms. Drouin will keep the project alive on Facebook in hopes to get more donations from
109 the public. This will help with incoming expenses such as the new mulch.

110 **Next Meeting:**

- 111 • Monday, July 12th @ 7 PM.

112 **Adjournment:**

- 113 • Motion to adjourn by Ms. Drouin; Seconded by Ms. Fournier. All in favor. None
114 opposed.

115 *Respectfully submitted by Hannah Gardner*