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**Town of Boscawen  
Circle Committee  
MEETING MINUTES  
Thursday, September 21, 2020 at 7:00 PM**

Members Present: John Keegan, Chairman, Julie Fournier, Beverly Drouin, Paul Dickey - Ex-Officio

Excused: Jeff Abbe

Others Present: Kellee Jo Easler-Planning & Community Development Director, Kearsten O'Brien- Planning and Community Development Assistant

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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.

**Draft Minutes from 09.03.20:** Motion to accept made by Julie Fournier. Seconded by Beverly Drouin. All in favor. None opposed.

**Accountant's Report:** Currently there are no funds in the Circle Committee budget due to the purchase of the Flag and Flag Pole.

**Old Business:**

**Flag & Flag Pole:** The 30 foot flag pole has been purchased along with the flag. Kellee Easler will be notified at the end of the month about the delivery date. The flag pole will be delivered to the Public Works office. Bill Lambert emailed Chair Keegan that the New Hampshire Department of Transportation (NHDOT) will not require a break away mount for the flag pole. An officer from the Boscawen Police Department will take care of the flag based on proper flag protocol. A bucket truck will be needed to raise the pole. Planning and Community Development Director Easler found an operator and truck with a phone call during the meeting.

**Concord Rotary Club:** A proposal for a \$3,000 donation was made for to the Concord Rotary Club. Lyman Cousens hand delivered the proposal. He believes the turnaround time will be two weeks for a decision. Julie Fournier asked if the proposal was rewritten for use of the funds beyond the flag. Chair Keegan responded yes.

**Insurance Responsibility:** Planning and Community Development Director Easler reached out to a contact at Primex. The Primex property coverage would cover damages for all items in the roundabout purchased by the town. This would be subject to the member deductible. If the driver

42 was uninsured Primex would likely pursue subrogation against the uninsured driver. Primex  
43 would also have to review any property claim subject to the terms, conditions, exclusions, and  
44 limits of the property coverage document.

45 **Mulch for the Circle:** Jeff Abbe was able to negotiate a good price, \$450 for fifty yards of  
46 mulch. Lorrie Carey has offered up to \$500 towards the cost of the mulch. Beverly Drouin  
47 suggested asking GMI or Weaver Brothers to see if either company would transport the mulch  
48 from Colby Lumber to the circle. Chair Keegan will follow-up with the parties. Chair Keegan  
49 stated that Doug Thompson committed to spreading both the top soil and mulch. Ms. Fournier  
50 asked when the Welcome to Boscawen sign will be moved to the circle. Chair Keegan said yes,  
51 after the soil and mulch are put in place. Planning and Community Director Easler asked if the  
52 Boscawen Public Works Department (BPWD) put the signs in originally. Chair Keegan said yes.  
53 Planning and Community Development Director Easler asked if Dean Hollins has been contacted  
54 about moving the sign. Chair Keegan has spoken with Alan who was going to check with the  
55 Select Board.

56 **Facebook and Suggestions:** Ms. Drouin has been responding to many Facebook suggestions  
57 and questions. One of the questions was about flying the New Hampshire Flag on the flag pole as  
58 well. Chair Keegan spoke with the head of maintenance of the Veteran's Cemetery about having  
59 two flags on a pole and lowering the flag to half-staff. He said they do not lower the flags  
60 literally to half-staff, but simply lower them to where the lighting is proper and the lower flag  
61 cannot be reached by a pedestrian. Paul Dickey suggested flying one flag ~~up~~ for now to see how  
62 it goes, and revisit adding another flag in spring. Committee members concurred. Ms. Drouin  
63 will assemble a draft of the Facebook questions and answers relay them to the committee  
64 members for discussion and review at the next meeting. Chair Keegan said once the committee  
65 has reviewed and approved them they can be posted on the Town's website and Facebook page.

66 **Donation Offer:** Kearsten O'Brien received an email for an offer of donation of perennials. Mrs.  
67 Drouin will follow up with the potential donor. Committee members would like to know what  
68 type of perennials are being offered.

69 **Next Meeting:** October 5, 2020 at 7pm

70 **Adjournment:** Motion to adjourn by Ms. Drouin; seconded by Ms. Fournier. All in favor. None  
71 opposed.