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**Town of Boscawen
Circle Committee
MEETING MINUTES
Monday, December 14th, 2020 at 7:00 PM**

Members Present: John Keegan, Chairman, Julie Fournier-Vice Chair, Jeff Abbe
Excused: Beverly Drouin & Paul Dickey - Ex-Officio
Others Present: Kearsten O'Brien-Planning & Community Development Assistant & 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 Julie Fournier to accept the 11.18.20 minutes as presented. Seconded by Jeff Abbe. All in favor.

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

Old Business:

- **Activity Update:** Ms. Fournier suggested asking Huckleberry Propane Heating Company for a donation for the Boscawen Roundabout Project. Chair Keegan asked Ms. Fournier to identify key points to make when asking for the donation. Ms. Fournier said yes, she can. Mr. Abbe reported that he will be contacting Dr. Bob Gabriele about the Penacook Roundabout tomorrow. He stated he contacted Mason Donovan, Mark Kaplan and Ruth Everlot to let them know that the committee will be talking to them soon.

Chair Keegan reported that he has focused on issues related to fundraising. Finance Director Katie Phelps informed him that the \$500 check from Elektrisola has arrived. The check will be in the account after the Selectman approve acceptance on Thursday evening. Chair Keegan has submitted the request for funding to Ross Express for \$2,000. He will wait until Wednesday and follow-up if no response. He spoke with Mason Donovan about a personal donation and about a possible \$2,000 donation from Fred Tauber. Mr. Donovan has deposited \$1,000 with the Historical Library Fund. He is going to try to move the funds to the Roundabout account. Both are pending. The budget would have approximately \$5,000, with full funding from these sources.

43 Ms. Drouin sent Chair Keegan the thank you letters for Brenda and Janice. Chair Keegan
44 asked Mrs. Kearsten O'Brien to write and send the thank you letters.

- 45 • **Pending Tasks:** Ms. Fournier addressed the Facebook post that Mrs. Drouin mentioned in an
46 email. An individual, Amanda Bridge asked the Committee via Facebook if there was still a
47 need for irrigation. Chair Keegan stated that the Circle Committee already has a commitment
48 from Doug Thompson to install the irrigation system. Chair Keegan suggested a reply stating
49 that the Committee has already accepted a commitment from another collaborator but that
50 they will keep offer on file should the need arise. Ms. Fournier and Mr. Abbe agreed.
51
- 52 • Chair Keegan spoke with Doug Thompson about pricing and purchasing of needed materials.
53 Mr. Thompson stated he will do the ordering of materials and installation through his regular
54 vendor. He and Chair Keegan agree to a total of 15 irrigation heads based on current plans.
55 Mr. Thompson said he would revisit that when the Garden's layout is more complete. The
56 water line coming from Fisher Avenue will be purchased through EJ Prescott. This includes
57 the items needed to connect to the Water Precinct. Chair Keegan is still working on the
58 pricing. He has spoken with people from Prescott who are reviewing technical details. Chair
59 Keegan hopes to have up-to-date pricing within the month. Doug Thompson has agreed to
60 install this line from its junction the Precinct down to the circle where it will connect to the
61 irrigation system. There could be a cost for the trencher, approximately \$300. Chair Keegan
62 stated that Thompson has worked with Dale Matthew's to rent trenchers in the past. The pipe
63 from Fisher Ave. will be an inch and a half plastic. A tracer wire will be needed as well. The
64 trencher digs to a maximum depth of 4 feet and a maximum width of 4 inches.

65 **New Business:**

- 66 • Chair Keegan stated he needs to reconfirm with the Water Precinct that our current budget
67 has all the materials and costs needed for the hook up. The price currently is \$1,300.
68
- 69 • Chair Keegan stated that Mrs. Drouin informed him she is currently working on a draft for
70 the News Vine related to fundraising.
71
- 72 • Chair Keegan reported that he will talk to Phaneuf Funeral home about providing funding.
73 He stated the committee needs to focus on plans to raise money. Chair Keegan asked Ms.
74 Fournier to review the current FAQ sheet and be responsible for updates during January.
75 Each month, Chair Keegan will assign this responsibility to a Committee Member to avoid
76 outdated information. Mrs. O'Brien will send Ms. Fournier the FAQ sheet.
77
- 78 • Chair Keegan asked the Committee Members to keep mind planning meetings with Monica
79 Matthew's, Lorrie Carey's daughter and subsequently with Nancy Tole from Black Forest to
80 the planting. Chair Keegan sent Mr. Abbe an idea that he came up with for a grid to use for
81 plantings in the Circle. He asked Mr. Abbe to send the planning grid to Mrs. O'Brien to
82 enlarge. Mr. Abbe will give it to Mrs. O'Brien tomorrow.
83

84 • Chair Keegan stated that major business for their next meeting will be the Circle.

85 **Adjournment:**

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

87 **Next Meeting:**

88 • Monday, January 11th, 2020 @7:00PM

DRAFT