

**Town of Boscawen
Select Board
MEETING MINUTES
Thursday, July 22nd, 2021, at 6:00 PM**

In Attendance: Lorrie Carey, Paul Dickey, Alan Hardy, Kellee Jo Easler, Kate Merrill, Dean Hollins, Sarah Gerlack, Norma Caporale, Tim Kenney, Nicole Hoyt, Katie Phelps, Lieutenant Kevin Wyman & EMD Jason Killary

Chairwoman Lorrie Carey opened the public meeting at 6:00 P.M.

Roll Call: completed and guests introduced.

Selectman Paul Dickey motioned to approve the Consent Agenda as amended. Seconded by Chairwoman Lorrie Carey. All in favor. None Opposed.

Chairwoman Carey made two corrections to the Consent Agenda. The Purchasing Policy and Background Check Policy will be postponed for approval. Selectman Dickey asked what the U.S. Cellular bill for \$103.36 was for. PCD Kellee Easler said it is for Public Works Director Dean Hollins phone. His phone service works better with U.S. Cellular. Selectman Dickey asked what Town Clerk Nicole Hoyt's green house was for. Finance Assistant Kate Merrill said it is for the Circle Committee project.

New Business: Finance Director Katie Phelps asked the Select Board if they have reviewed the ARPA forms. The two forms that need to be signed, the insurance of compliance with the civil rights act and the U.S. Department of Treasury FISCAL recovery funds, in order to move forward with retaining the ARPA grant funds.

Selectman Dickey motioned to approve the Chair in order to sign the documents needed for the ARPA grant. Seconded by Chairwoman Carey. All in favor. None opposed.

FD Phelps said due to COVID, Primex is giving the Town premium holidays on all three of their plans. Property and liability will be receiving \$10,523.69. Worker's compensation will get \$8,292.34 and unemployment is \$1,186.66. The Select Board has the option to apply the credits to the next bill or receive a check for reimbursement.

Selectman Dickey motioned to apply all the funds to the next Primex bill. Seconded by Chairwoman Carey. All in favor. None opposed.

FD Phelps reported that job descriptions are still being reviewed by legal, there has been no update.

The auditors completed the 2021 MS-535 so it needs signatures from the Select Board.

Chairwoman Carey motioned to accept the MS-535 financial report of the budget for the Town of Boscawen for the period ending December 31st, 2020. Seconded by Selectman Dickey. All in favor. None opposed.

PCD Easler received the ESR #58 for the Oddly-Stacy Gravel Pit. She is asking the Select Board for approval to authorize her to sign it so she can send it in to Underwood.

Chairwoman Carey motioned to approve PCD Easler to sign the UE ESR #58 report. Seconded by Selectman Dickey. All in favor. None opposed.

PCD Easler said they can't go out to 20 High St. unless they have a written complaint for the health officer to do an expectation. She hasn't received a written complaint from Chief Tim Kenney yet. There is a preliminary going down on Corn Hill Rd. but there hasn't been an update on it yet. Brian Benovan and his family are currently living at 25 Merrill Corner Rd. There were concerns that other stuff was being brought there. PCD Easler doesn't think legally there is anything they can do. They are contacting Carl Ferro, but his phone is disconnected. They sent out a certified and regular letter in the mail asking if people are supposed to be residing on the property. PCD Easler said there was a reporting that the man living there, Michael, died back in April of 2021. Town Clerk Hoyt said Carl Ferro Sr is his brother.

PCD Easler sent a Police Advisory Committee draft to the Select Board for review. There is a section that the Select Board needs to fill in. Chairwoman Carey said in 2009 when it was reformed, the purpose was to provide citizen input to the Police Department. PCD Easler asked if they would like her to provide citizen input to the PD and take further actions authorized by the Select Board. The Select Board suggested taking it out. Chairwoman Carey suggested leaving the number of times they meet each year out so that they can be flexible. PCD Easler said it states they will have a minimum of 4 appointment members, procedures approved by the Town of Boscawen Select Board and the Committee must report back to the Select Board on a minimum yearly basis. PCD Easler will send out the PAC final draft next week for signature.

PCD Easler said they were looking into a possible junk yard situation in which they received a complaint on. PCD Easler is working with the applicant, and they are cleaning it up. The property is located off of Daniel Webster Highway. They have a plan, and it should be cleaned up shortly.

PCD Easler reported the surveys on Walker Pond are required to be reported. Richard Bartlet is finishing up the remaining work. Jim Raymond will pick up the information and have it reported. He is also going to start the deeds after the report is filed. The deeds have been sent to the title abstractor for review.

Avatar letters went out and are on the website. PCD Easler sent out the information on how it reads via email to the Select Board. She is receiving calls from a lot of elderly citizens needing assistance. Anyone can access the letter on the website under the news section. It is for data verification for 2020 and 2021. They are having citizens contact them and they will walk them through the process because they have to do it online. No one is required to do it, but they can also call for help. If they don't do the avatar verification, they will estimate. It isn't preferred because then they would need to file an abatement.

Town Clerk Hoyt said she previously mentioned that the current voting machines are not being serviced and will not be used again. The new machines haven't been chosen by the Ballot Law Commission yet. The Commission is meeting twice next week to discuss regular business and to discuss the Windham Audit. The new machine and equipment needed for it is currently estimated at around \$5,000 to \$6,000. A lot of towns and cities around New England have started using poll books. It is like a tablet and can be used for voter registration and ballot clerking. There are stipulations required at election, including high speed printers and an audit system. Town Clerk Hoyt wants to wait to see how the auditing goes for election before they take a look at it. It's not a necessity but it may be something to plan for the future.

The Secretary State's Office put together a Cyber Security training for everyone who uses Election Net. It is the state-wide election software. Hailey Douglas and Norma Caporale already completed the training. Welfare Administrator Sarah Gerlack and Town Clerk Hoyt still need to complete the training.

Town Clerk Hoyt said she contacted the Water Precinct on Tuesday because they still don't have their numbers for the Sewer Warrant. The one person, Tara, who can put everything together is on vacation so she will send them when she gets back on Monday. If they can get the numbers, it takes about 48 hours for them to translate into something they can use, then they have to ask Callie for the warrant. Their plan is to get it taken care of next week. If the Select Board can come in next week to sign the warrant, then they can get the bills out and stay on the same schedule. It's important to stay on track but if they have to push it to August, they can work with it. If they push it back it will affect what they do for delinquent, leaning and deeding.

Town Clerk Hoyt presented the final forfeiture list for the dogs. It is private information, so the Select Board needs to look at it and initial at the top indicating they saw it. They have registered over 800 dogs. They started the late fees and civil forfeitures for 104 dogs, and they are now down to 20 dogs with 16 owners. Town Clerk Hoyt will pass it to EMD Jason Killary so he can start the summons report.

The Select Board will come into the Town Hall next week to sign pay roll and the Sewer Warrant. They plan on coming in on Thursday, July 29th.

Town Clerk Hoyt needs permission to close the Town office for a mandatory software training for the DMV. It is on Tuesday, August 10th, from 9 am to 1 pm. Everyone has to be at their own computer to do the training. It happens once a year. They are doing another training for tax collecting the next day but it doesn't include Hailey Douglas so they can stay open. Selectman Dickey asked if they could open up after the training. Town Clerk Hoyt is asking them to close the Town Clerk's office from 9am to 1pm and reopen at 1pm. They would have lunch during the training.

Selectman Dickey motioned to accept closing the Town Clerk's office from 9am to 1pm on Tuesday, August 10th for a software training for the DMV. Seconded by Chairwoman Carey. All in favor. None opposed.

Town Clerk Hoyt asked the Select Board to start thinking about what they want on the cover of the Town report. Summertime is usually the better time to get a photo. Town Clerk Hoyt presented the last 20 years of the Town cover and dedications. Ms. Norma Caporale has put together all of the reports they have done so far. The only report they haven't found is from the 1960s. Town Clerk Hoyt will send them to Selectman Matthew Burdick for reference as well.

Town Clerk Hoyt said they should start considering making a plan for if the nursing home is open now. The plan would be to have the Select Board visit Ms. Marshall, the holder of the Boston Post can get a good picture for the Town report as well. They can plan this for August or September. Town Clerk Hoyt will keep the Select Board posted on this plan.

Town Clerk Hoyt asked for information regarding the plaque that will go on the Liberian's desk they are putting in the lobby. She came up with something based off of all of the information she received. The Select Board can review it and edit it however they want. Town Clerk Hoyt put something together because they aren't sure if the desk is original. It is hard to word it just as is. As of now it reads that the librarian's reception desk, on loan from the 1913 Boscawen Public Library, building designed by nationally renowned architect, Guy Lowell. They aren't sure if Mr. Lowell designed the desk or if it was even part of it. Mr. Dean Hollins contacted Chuck Hasson, from the School District. Mr. Hasson has a big aluminum U-Haul that they can lay out and roll the desk on. They attempted to pick it up, but it was too hard. The Select Board thinks the wording is appropriate.

Lieutenant Kevin Wyman said the officer that had surgery is recovering well. They are hoping he is back on full duty on December 1st. The officer can do limited duty until he is fully recovered as long as he has a doctors note approving his capabilities. Limited duty includes office work, filing and court. As of now, they are shifting people around to cover the officers' shifts. The weekend shifts have been covered by overtime.

Lieutenant Wyman asked if they are discussing having alcohol at Old Home Day. TA Hardy said there won't be alcohol associated with OHD. Lt. Wyman said currently the ordinance states that engaging acts endangering others: disorderly conduct, intoxication, obscene or abusive language or indecent acts including and not limited to abusive behavior and possession of drugs, alcohol, tobacco and weapons of any kind. In the future, they may want to change the wording, specifically the last part, removing alcohol, tobacco and weapons. This is pertaining to the park ordinance. Chairwoman Carey asked if constitutionally they are able to change the ordinance. Lt. Wyman said they are allowed to modify it. TA Hardy said the discussion was to have a beer tent at an Elektrisola sponsored event at Winthrop Carter on Tuesday. The Elektrisola rep is making arrangements to bring the contractor in. The contractor will bring their own insurance that they will indemnify. TA Hardy sent the information to Primex, but they haven't responded.

Welfare Administrative Gerlack asked the Select Board for an update on the Welcome to Boscawen pamphlets. The Select Board think they look great. Selectman Dickey asked about the hours to hand out magnets at OHD. WA Gerlack ordered about 500 magnets, but they haven't come in yet. Selectman Dickey suggested using extras to hand out at the Police Department or the dump. The Backpack program is going well, they are starting to prepare for school to start in the Fall. They are starting their food drive next month as well.

TA Hardy said the Forten fund annually supplies many things, and they have a connect four game that the Parks and Recreation program is using. They have had a maximum of 20 kids at the summer program. Selectman Dickey suggested making a permission slip to get the kids pictures so they can put something on the website next year. WA Gerlack said it used to be addressed on the application, but she isn't sure if it still is. Chairwoman Carey asked if they have had difficulty with the amount of rain they've had. TA Hardy said when the rain was minimal, the new supplies came in, so they have been doing one project after another. Rain hasn't made an impact on the program.

Selectman Dickey asked if there are grants for the speed bump signs. Lt. Wyman works on different grants so he will look into finding one. TA Hardy isn't sure what Manchester applied the money to, but they made a commitment today that they apply most of the ARPA money to projects in Manchester. Selectman Dickey said \$40,000 went towards a \$43 million plan. A lot of it is going on personnel. Selectman Dickey said some of it might be able to apply towards public safety. They would like to get as much money as they can for infrastructure.

PWD Hollins reported that they had a lot of sewer and paving upgrades. Mr. Hollins got signs for River Rd. that say, "no outlet" and "no through traffic". They backed up their pavement on Corn Hill Rd.

Chairwoman Carey said she met with Robin, Cecil from Plain, NH and Jamie Simachek whose family owns a number of buildings in downtown Concord. They looked at the Commercial St. area and rail trail. They are very excited about the potential for the Town of Boscawen. Chairwoman Carey suggested setting up a meeting with them in the Spring. Chairwoman Carey thinks once the area is cleaned up, it will make a difference in their tax space.

Old Business:

Chairwoman Carey motioned to go into non-public under RSA 91A:3 II (c). Seconded by Selectman Dickey. All in favor. None opposed.

The Select Board returned to public session.

Motion made by Chairwoman Carey to seal the non-public minutes under RSA 91A:3 II (c), seconded by Selectman Dickey. All in favor. None opposed.

Chairwoman Carey wanted to have a discussion on the Community Power presentation. Her understanding is that Community Power will come in and work with the energy committee (not yet formed) to create a community power plan where the community has a choice of the type of power they receive. Everyone in the Town of Boscawen, including the county, would be in but would have the choice of opting out. It wouldn't cost the Town any money, unless they choose to buy power. TA Hardy said they were looking at if Andrew from Essex Power could be the sole supplier to the Town of Boscawen. Chairwoman Carey said back when they first talked to Andrew, the rate for purchasing power was lower than the rate they were purchasing at that time. TA Hardy is concerned because in previous draft minutes it stated 2 cents per kilowatt. TA

Hardy said they need to follow up on this because currently they are at 8.5. Selectman Dickey said UNITEL is at 7.4 until the 1st of the year. Chairwoman Carey talked to the Town Manager of Keene, Elizabeth Dragon. Ms. Dragon liked the way Community Power worked with their energy committee. She also said it didn't cost them any money. They were very happy with the partnership and any questions Boscawen has she would be happy to help answer. Community Power only makes about one tenth off of the sale if the Town of Boscawen purchases power after the year or two long planning process. Chairwoman Carey said they make their money from aggregating more municipalities. TA Hardy would like to take care of the street lighting. TA Hardy will have a conversation with Andrew. He will come back to the Select Board and if everything still looks good, then they will start the discussion about forming the committee and bringing in Bob Hayden. Selectman Dickey said he thinks it's a great idea because it doesn't cost the Town any money. TA Hardy said Andrew has their numbers, but Mr. Hayden hasn't asked for them. Bosibori Mosongo said to let her know when they are ready to talk about moving forward. Chairwoman Carey likes that they will come in like a consultant and help with the planning aspect. TA Hardy said Andrew questioned if the 10-foot plants could produce enough power for Boscawen's needs. If the answer is yes, then the question is if Andrew's job would be different. They lose value to the renewable energy credit. They sell them but they don't make the money off of the renewable energy credits. TA Hardy said to keep in mind if the governor signs the bill, their pilot is tied to production. One of the direct benefits to the governor signing is more money will go into the pilot agreement. Selectman Dickey said Commercial St. will benefit from it. TA Hardy said Vermont has a great energy plan to look into.

Next Meeting:

Thursday, August 22nd @ 6PM.

Selectman Dickey motioned to adjourn. Seconded by Chairman Carey. All in favor. None Opposed.

Respectfully submitted by Hannah Gardner