

Town of Boscawen

Board of Selectmen

Final Minutes

Wednesday, December 19, 2018 at 5:00pm

In attendance: Mark Varney, Roger Sanborn, Katie Phelps, Kevin Wyman, Ray Fisher, Dean Hollins, Kellee Easler, Alan Hardy, Nicole Hoyt, Richard Jacques, Polly Dawson, and Haley Dilts-Brown.

Chairman Mark Varney opened the meeting with the pledge of allegiance at 5:00pm and a moment of silence.

Chairman Mark Varney made a motion to accept the Consent Agenda. Selectman Roger Sanborn seconded. All in favor.

Human Resource and Finance Director Katie Phelps presented the Board with an Encumbrance of Backpack Program Donations- Acct 3408.10.

Chairman Mark Varney made a motion to accept the encumber funds from account number 3408.10- Backpack Program Donations for \$2,000.00 for the purpose of offsetting the expenses from the Backpack program in 2019. Selectman Roger Sanborn seconded. All in favor.

Katie presented the Board with a Transfer from the Municipal Building (IT) Capital Reserve.

Selectman Roger Sanborn made a motion that the Trustees of the Trust Funds transfer \$1,990.00 from the Municipal Building IT Capital Reserve fund to the General Fund to reimburse the General Fund for the following expenditures: Longchamps Electric- Install two new panels. Chairman Mark Varney seconded. All in favor.

Katie presented a memo to the Board for employee vacation time to be rolled over from 2018-2019. Also she presented the November Treasurer report from Paula Dill and Cheryl Mitchell for review.

Police Chief Kevin Wyman wanted to let the Board know that Bruce Barton is doing a great job and he will be going to police Academy Monday January 7th.

Fire Chief Ray Fisher stated business as usual. He wanted the Board to know that he received the invoice for the Fire House exhaust system. The invoice has been turned into Katie and she processed the payment.

Chairman Mark Varney announced that the following people will be on the Fire Chief Hiring Board: Second in Command Mike Fisher, Adam Egounis, Fred Reagan, Barbara Randall, Ken Folsom, and Chief Kevin Lachapelle. Mark wanted to publicize the reason for not posting the Deputy Fire Chief position, because the new Fire Chief would be hiring the next Deputy Fire Chief.

Public Works Dean Hollins apologized for the light pole mishap. Dean wanted to let the Board know that new tires have been installed on one of the pickup trucks. Also another pickup truck had repair work completed by Family Car Care. He wanted to let the Board know that FCC does excellent work.

Public Works Dean Hollins presented the Board with a Funds Transfer.

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Chairman Mark Varney made a motion to allocate \$12,000.00 from account # 4312111 HW General Laborer to account # 4312661 HW Equipment Maintenance. Selectman Roger Sanborn seconded. All in favor.

Dean presented the Board with an Encumbrance of HW Equipment Repairs Funds- Acct 4312661.

Chairman Mark Varney made a motion to encumber funds from account number 4312661 – HW Equipment Repairs for \$12,000.00 for the purpose of sandblasting and repairing a public works vehicle in 2019. Selectman Roger Sanborn seconded. All in favor.

Dean presented the Board with an Encumbrance of Landfill Covering & Maintenance- Acct 4325441.

Selectman Roger Sanborn made a motion to encumber funds from account number 4325441- Landfill Covering & Maintenance for \$32,000.00 for the purpose of offsetting the expenses from the landfill closure.

Dean also mentioned that there are two possible candidates for Transfer station position.

Tax Collector/ Town Clerk Nicole Hoyt wanted to let the Board know that the Town Report is in the works. She asked that the Board think of what they would like illustrated in the Dedication and the Cover.

Planning and Community Development Director Kellee Easler requested that the Board approve the appointments of Thomas Gilmore and Norman Lapierre as Conservation Commission.

Chairman Mark Varney made a motion to approve Thomas Gilmore and Norman Lapierre as a Conservation Commission. Selectman Roger Sanborn Seconded. All in favor.

Town Administrator Alan Hardy wanted to let the Board know that he received multiple cleaning proposals from the Owner/President George Jackman of Truly, Truly Clean for the Town Hall. Per one time clean is \$400.00, first proposal includes: spider webs, wall marks, sweeping and mopping. Does not include windows or kitchen. Second proposal includes: Interior windows and glass doors for \$350.00. Third proposal includes: Function floors, bathroom floors and hallway floors to be cleaned with an industrial floor scrubber for \$650.00.

Selectman Roger Sanborn motioned to approve the one time clean of \$400.00. Chairman Mark Varney seconded. All in favor.

Public Works Dean Hollins presented the Board with Public Works budget.

Chairman Mark Varney made a motion to accept Public Works budget as proposed. Selectman

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Roger Sanborn seconded. All in favor.

Human Resource and Finance Director Katie Phelps and Town Administrator Alan Hardy presented the Board with the Old Home Day Budget. Alan let the Board know they will be placing a request for an Old Home Day revolving fund. Alan made a request to the Board for background checks to come out of Personnel.

Director of Old Home Day Polly Dawson offered to partner with the Fire Department to do Chicken BBQ cook out on Old Home Day 2019.

Fire Chief Ray Fisher acknowledges the offer and will let the new Fire Chief make that decision.

Chairman Mark Varney made a motion to approve Old Home Day background checks to come from Personnel. Selectman Roger Sanborn made a motion. All in favor.

Selectman Roger Sanborn approved the Old Home Day Budget as amended. Chairman Mark Varney seconded. All in favor.

Katie wanted to let the Board know that the Welfare Budget has been updated. Also she updated a 3% increase in the Planning Community Budget and Police Department Budget.

Chairman Mark Varney made a motion to do a \$252,000.00 warrant for Penacook Rescue Squad with no comment by the Board. Selectman Roger Sanborn seconded. All in favor.

Fire chief Ray Fisher recommend to the Board a warrant of \$204,000.00 for the Towns portion for PRS.

Chairman Mark Varney withdrew motion to approve \$252,000.00 on a warrant for Penacook Rescue Squad. Selectman Roger Sanborn withdrew. All in favor.

Chairman Mark Varney made a motion to settle a warrant of \$204,000.00 for PRS with the support from the Board. Selectman Roger Sanborn seconded. All in favor.

Executive Director Richard Jacques Sr. with Penacook Community Center requested \$5,700.00 from the 2019 Town of Boscawen Budget.

Chairman Mark Varney made a motion to support Penacook Community Center in the amount of \$5,700.00. Selectman Roger Sanborn seconded. All in favor.

Chairman Mark Varney made a motion to go into nonpublic RSA 91-A: 3, II (c). Selectman Roger Sanborn seconded. All in favor.

Chairman Mark Varney made a motion to come out of nonpublic RSA 91-A: 3, II (c).

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Selectman Roger Sanborn seconded. All in favor.

Chairman Mark Varney made a motion to adjourn the public meeting at 6:25PM. Selectman Roger Sanborn seconded. All in favor.

Respectfully submitted by Haley Dilts-Brown