

**Town of Boscawen**  
**Board of Selectmen**  
Final Minutes  
Wednesday, March 06, 2019 at 5:00pm

In attendance: Mark Varney, Edward Cherian, Roger Sanborn, Katie Phelps, Jason Killary, Ray Fisher, Dean Hollins, Kellee Easler, Alan Hardy, Nicole Hoyt, and Haley Dilts-Brown.

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

**Selectman Edward Cherian made a motion to accept the Consent Agenda. Chairman Mark Varney seconded. All in favor.**

Town Administrator Alan Hardy wanted to let the Board know that Joseph S. Haas appeal has been turned by down the Supreme Court.

Lieutenant Jason Killary reported they had a very busy week and passed around the weekly activity report.

Fire Chief Ray Fisher did not have anything to report.

Public Works Director Dean Hollins let the Board know that the frozen water at the transfer station has been thawed out. The hot water heater had a leak and caused the vanity to rot. A new hot water heater and vanity have been purchased from Home Depot, this will be installed tomorrow. Also two of the trucks needed some repairs done. One of the trucks spreader gear box, spreader chain broke during the last storm and regular maintenance is being done to the other truck. Dean received an email today from DOT, stating they will be doing a couple of bridge rehabilitations, the bridge over Commercial Street, and the bridge over the Contoocook River. DOT has not responded about the crosswalks. Dean let the Board know that he interviewed a very good candidate that resides in Town, he is looking to have this position filled next week.

Tax Collector/ Town Clerk Nicole Hoyt wanted to let the Board know that she has been preparing for the Town Election next week. The Town reports are completed and the hard copies are out for the residents to pick one up. Mark wanted to announce that the budget amount is different from what is in the Town report, because the Town report was printed before the budget committee and BOS made updated recommendations. The updated budget will be posted online tomorrow.

Planning and Community Development Director Kellee Easler reported that Barbara Randall, Michael Courtney and herself went to the Supreme Court today, Weeks Vs Town of Boscawen, and should expect to receive an answer back within 30 days. The abatement deadlines was March 1<sup>st</sup>, Kellee received seven abatement requests.

**Underwood Engineering, Inc – Sewer Rate Review Presentation.**

President Keith A. Pratt and Project Manager Meagan L. McCowan presented the sewer rate review to the Board. The Town of Boscawen completed a Sewer Rate study in 2017 to make recommendations, based on assumptions working with Concord and Town budget at that time. Underwood recommended a 45% rate increase to support capital needs for Penacook facility and

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**Board of Selectmen**  
Final Minutes  
Wednesday, March 06, 2019 at 5:00pm

the operations at the water treatment facility in Penacook. The recommended rate increase from the 2017 report has not yet been implemented. 2017 and 2018 actual sewer revenues were less than revenues calculated in the rate model, both water usage were less than predicted. Charges from Concord were also less than anticipated, and refunds were received.

Recommendations are: 2019 is a 15% rate increase for sewer usage and minimum account charges will match revenues to expenditures in 2019 and support the budget through 2022. This could be split into a step increase (i.e. 8% in 2019 and 7% in 2020) which could allow the 2020 increase to be adjusted as needed depending in additional data.

- A possible significant increase are anticipated in 2023 and 2024 which would require additional rate increase (potentially 20% in 2023, and TDB 2024). The average Town residential user is calculated at 143 gallons a day.
- Continue coordinating with City of Concord to obtain annual Capital Improvement Project detail and long-term Penacook wastewater debt outstanding projected for future years.
- Perform a rate model update in 2021 to review revenues and expenditures, adjust assumptions as needed, and project rates out through 2026 (budget \$5k-\$10k). Potential increases needed in 2023 and 2024 can be better identified at this time.
- Continue to pursue the I/I of 65% between 2011 and 2018, UE recommends the Town continue to do CCTV work in the system, plan for I/I reduction/sewer replacement projects, make system repairs, and address private I/I.
- Continue to build reserves in anticipation of I/I reduction/ sewer replacement projects. Keep enough funds in reserve for emergencies to be able to cover 50% of the O&M budget (a minimum of approximately \$200k).

**Chairman Mark Varney opened Public Hearing for the Sewer Rates at 5:39pm.**

Nicole Hoyt expressed that the 15% sewer rate increase would make the public less displeased vs the rate increase split in 2019 and again in 2020. Mark, Dean and Alan agreed with the 15% sewer rate increase.

**Chairman Mark Varney closed the public hearing for the sewer rates at 5:46pm.**

**Selectman Roger Sanborn made a motion to defer the decision until next week meeting. Selectman Edward Cherian seconded. All in favor.**

Town Administrator Alan Hardy presented the Board with shingle selections. The engineer is putting a bid documents together, based on the Department of Historical Resources, they

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**Board of Selectmen**  
Final Minutes  
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recommended the slate look. The two manufacturing lines for the slate shingle look are Berkshire and Crowne Slate. The Penacook Academy Review Committee liked the Crowne Slate color Regal Stone. The engineer's estimated cost before bidding is \$120,000.00. The Board agreed that they liked the Crown Slate color Regal Stone.

Chairman Mark Varney made a motion to pick the Crown Slate Regal Stone shingle color. Selectman Edward Cherian second. All in favor.

Chairman Mark Varney thanked Fire Chief Ray Fisher for his 56 years of service and outstanding dedication to the Town. He announced Ray's retirement celebration is this Saturday at the Fire House.

**Chairman Mark Varney made a motion to accept the revised 2/13/19 non-public 91-A:3, II (I). Selectman Edward Cherian seconded. All in favor.**

**Chairman Mark Varney made a motion to accept the 2/27/19 non-public 91-A:3, II (a). Selectman Roger Sanborn seconded. All in favor.**

**Selectmen Edward Cherian made a motion to go into non-public 91-A:3, II(c) meeting at 6:00pm. Chairman Mark Varney seconded. All in Favor.**

**Chairman Mark Varney made a motion to adjourn the public meeting at 6:40pm. Selectman Edward Cherian second. All in favor.**

Respectfully submitted by Haley Dilts-Brown.