

**Town of Boscawen**  
**Board of Selectmen**  
Final Minutes  
Thursday, April 18, 2019 at 6:30pm

In attendance: Edward Cherian, Roger Sanborn, Lorrie Carey, Kevin Wyman, Tim Kenney, Dean Hollins, Kellee Easler, Alan Hardy, and Nicole Hoyt.

Chairman Edward Cherian opened the meeting with the pledge of allegiance at 6:30pm and a moment of silence.

Town Administrator Alan Hardy wanted to thank everyone for coming out tonight. Alan wanted to mention that moving forward, the recording secretary will be doing the minutes from the recording and asked to have the speakers state their name prior to speaking.

Alan asked if there was anything to remove from the consent agenda. Chairman Edward Cherian asked about the solar exemptions and if that was the same as last year. Community and Development Director Kellee Easler mentioned that it was approved last year. Ed also asked about the Riverbend and Community Bridges exemptions. Kellee stated that it is procedural that they are done every year and that does not affect their Payment in Lieu of Tax agreement that they have with the Town.

**Selectmen Roger Sanborn made a motion to approve the consent agenda as presented. Selectwoman Lorrie Carey seconded. All in favor.**

**Speakers**

Barbara Randall and Paul Hickey from the Police Advisory Board are recommending Mark Varney as a member of the board. Lorrie mentioned that when she served her first term as Selectwoman and was the Ex-Officio on the Police Advisory Board she was advised to take a year off from when her term ended at Selectwoman and that is the reason for the one year gap in her time on she served on the commission. Ed mentioned that they have had former Selectmen step right into a volunteer role as soon as their time was served as Selectman and doesn't see a reason to not. Both Barbara and Paul feel that Mark will be a great addition to the Police Advisory Board.

**Selectman Roger Sanborn made a motion to appoint Mark Varney to be a member of the Police Advisory Board. Selectwoman Lorrie Carey seconded. All in favor.**

Rhoda Hardy wanted to address the Board concerning the Ladies Aid wanting to purchase and donate a new stove for the town hall. Rhoda presented the Board with a check for \$4,479.06 to purchase a Garland G60-10RR liquid propane burner 60" range with two standard ovens -406,000 BTU. The committee hopes that it will serve the community for years to come.

**Selectman Roger Sanborn made a motion to accept the check for \$4,479.06 for the purchase of a new stove for the town hall. Chairman Edward Cherian seconded. All in favor.**

The Board would like Alan to draft a letter to thank the Ladies Aid for their generous donation.

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Mark Kaplan wanted to speak to the Board today on the subject of changing the name of the governing body. Mark is advocating that Boscawen change the name of the governing body from the Board of Selectmen to the Select Board. Mark believes the name no longer fits the demographic of the members on the Board. The Board has asked to have a few weeks to think about the request due to the historic nature of the name Board of Selectmen.

Shawn Buck, the new director of the NH Veterans Cemetery came to speak to the Board regarding the parking at the veteran's cemetery. Parking can become an issue during big events and after collaborating with Police Chief Kevin Wyman they came to a conclusion of closing Route 3 to Goodhue road during the events that they hold yearly on Memorial Day, Veterans Day and the Wreaths for Boscawen event. Shawn spoke with Alan and wanted to make sure that they got the word out to as many residents as possibly. Shawn wanted to notify the Board and figure out the best way of communicate to the residents. Chief Wyman does not see that it will be a problem to have a detour during that time as most of the traffic during those events are for the events itself. Shawn would like to be able to post it in the Newsvine, the Town website and Facebook page and to notify those residents that live close by of the closure. The road will only be closed from 10:30am-12:30pm during the events. Kevin mentioned that DOT has signs that they have allowed the Town to use for events. Shawn Brechtel, Emergency Management Director, from the audience mentioned that through Emergency Management, you can request sign usages from the state. The Board asks that the signs be posted a few days prior to the event. Dean mentions that he has sent out a mailer to the residents prior to a road closure for paving. The plan is to do this as safely as possible with the amount of pedestrians that attend the events.

Jared Reynolds from the UNH Cooperative Extension came to speak to the Board at the request of Selectwoman Lorrie Carey. Jared presented the Board with an Economic Analysis of Boscawen. Jared wanted to know what the Town's goal is and where do they want to do from here? Is it to get to the main goal which is to lower the tax rate and increase the commercial development in town to bring in more revenue-based companies? It's suggested to survey the current companies currently in Boscawen to see how we fare compared to our neighboring towns. Jared is willing to help develop that survey. Lorrie mentioned that Boscawen is a wonderful community that has direct access to hunting, fishing, and hiking and direct river access. Moving forward would be to develop commercial land, survey current businesses for strength and weakness and what can we do to retain residents and business in Boscawen.

At this time Selectman Edward Cherian opened the sewer rate public hearing

The Board of Selectmen met with Underwood Engineering in March to look at the current rates, the usage and anticipated capital improvements in Concord. Underwood Engineers is also recommending increasing the contribution from the general fund from \$48,000.00 to \$75,000.00. Some of the new charges anticipated in Concord did not materialize over the last year and our bill was not as high as was anticipated. Underwood Engineers' proposed rate increase was a 10% increase in two consecutive years or a 20% one-time increase and the Board approved the 20%

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increase once a year. The increase would take effect in the next billing cycle.

At this time, the Board asked for any questions or comments from the public on the sewer rate increase. There were no questions or comments from the audience.

**Selectman Edward Cherian made a motion to close the public hearing. Selectman Roger Sanborn seconded. All in favor.**

**Chairman Edward Cherian made a motion to approve the sewer rate increase to 20% to account for capital improvements in the system for Boscawen's share. Selectman Roger Sanborn seconded. All in favor.**

Alan suggest that we plan for a rate study in 2022.

Tax Collector Nicole Hoyt asked when the new rate will be implemented. The increase will become effective in the 3<sup>rd</sup> quarter sewer bill. The Board has asked for a letter to explain the increase to go out with the bills and post in the Newsvine. Nicole suggest to get the letter out in the 2<sup>nd</sup> quarter sewer bill that will be going out next week.

Town Administrator Alan Hardy updated the Board on the roof re-shingling at the Municipal Building. Alan met with our structural engineer, Jeff Tiery, P. E. and Russell Towle, Jasmore Properties, LLC's representative, at the Town Office to go over the final details of the project. The planned date for the project is May 17<sup>th</sup> -19<sup>th</sup> Friday – Sunday. Alan is asking the Board if they would approve the construction to be completed on Sunday the 19<sup>th</sup>, with safety being the major concern. The new roof will be a grey slate look shingle. Any work not covered in this work will be covered by a change-order worked out between parties.

**Selectmen Roger Sanborn made a motion for Town Administrator Alan Hardy to sign the agreement on behalf of the Town. Chairman Edward Cherian seconded.**

The two generators have been serviced and the tune up for the generator at the fire station has been completed with only minor repairs. The generator at the municipal building will need some more extensive work. Alan will get a quote for the work before proceeding.

The Board asked Shawn Brechtel, Penacook Rescue Squad Director to join them from the audience. The Board has asked the Penacook Rescue Squad for their Fourth Quarter Report and their 2018 Profit and loss reports and have not heard back. Shawn explained that he has asked for the reports and they are not done yet as their fiscal year has just closed. The Board mentioned that when they meet with the three towns, that Ken Folsom was working on a contract for Canterbury. The Board would like to see a copy of the contract and to see what the structure of the contract is. The contract would be a one year contract with the Town and Penacook Rescue. The Board asked to have it ready prior to the next meeting in a draft form. The Town will pay Penacook Rescue in July and December. The Board would like there to also be a letter stating the Town of Boscawen provides

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the use of the building tax-free to the rescue squad.

Town Clerk/Tax Collector Nicole Hoyt presented to the Board the process of going to one check and credit card processing. Nicole had previously sent an email to the Board the information needed. The Board asked about the cost to the Town. Nicole stated that roughly the first year would be around \$2,000.00 to implement the first portion of the startup which includes the software and the equipment. The Board asked about the fee per transaction. Nicole has asked to for signatures for Franklin Savings Bank to look into setting up the process. This is required from DMV to do first. The Board has to authorize it due to them being on the account. The Board would like to have Nicole present them with what the cost to the Town and the residents would be to use a credit card, Nicole has all the fee information from the previous time and will get them to the Board. The Board would like to bring this back to the next meeting. The Board agrees that we are behind on the times and need to start taking credit cards in the office as well.

Nicole presented the Board with two Tax Payment agreements. The first is pertaining to a resident with the last name starting with M. The Board asked if she had a recommendation for the agreements. Nicole mentioned that this resident has paid their first initial payment as agreed and will pay \$275.00 a month for the rest of the balance and asked to have some of the interest waived to be able to get caught up. Nicole's recommendation is for the Board to approve the interest to be waived. This will be the first time that this account has been able to get caught up.

**Chairman Edward Cherian made a motion to approve the payment plan with resident with the last name starting M recommended by Tax Collector Nicole Hoyt. Selectman Roger Sanborn seconded. All in favor.**

The second Tax payment agreement pertains to a resident with the last name starting with R. Nicole mentions that this resident is on a payment plan and has been since 2014 of \$50 a week. Nicole mentioned to them that it was time reevaluate the agreement in order to keep them up to date and out of danger of deeding. The resident decided that all they could do right now was \$50 a week and Nicole recommended for them to do \$50 a week until the 2017 lien is paid and then around September to start paying \$75 a week and doing this would keep them out of danger of deeding and get them get caught up. Nicole's recommendation is to approve the payment agreement and also mentioned that there is a mortgage company who will call and check up on the taxes regular and has paid back taxes to save the property in the past.

**Chairman Edward Cherian made a motion to approve the Property Tax payment agreement with property owner last name ending in R recommended by the Tax Collector Nicole Hoyt. Selectwoman Lorrie Carey seconded. All in favor.**

Nicole presented the sewer usage from 5 Honey Drive. Nicole has received the new information from Pennichuck Water this week regarding the faulty meter readings. Pennichuck has abated everything but the minimum read that would have been due on this property. This did go to lien and the residents were notified that they were delinquent and that it was going to lien.

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**Selectman Roger Sanborn made a motion to approve the abatement for the overage on 5 Honey Drive for their sewer bill. Chairman Edward Cherian seconded.**

Nicole presented the Board with the quarter two sewer warrant for signature. Sewer bills will be sent out next week and due at the end of May. Nicole would like to talk about Pennichuck at the next meeting.

Alan presented the Board with the MS-535 for signature.

Planning and Community Development Director Kellee Easler presented the Board with veteran's credit#1 for signature. Kellee's recommendation is to deny as the individual does not qualify.

Veteran's credit #2, Kellee recommended to approve, but the elderly exemption request is recommended, deny.

Boscawen Congregational Church had requested a Payment In Lieu of Tax agreement and the properties at 245 King Street and 247 King Street do not qualify for a PILOT agreement. Recommended to deny. The Church itself is tax exempt, the other properties do not qualify.

Kellee presented the Board with three abatements for signature and they are recommended to deny.

Kellee presented the Board with three intent to excavate for signature and are recommended to approve.

Kellee let the Board know that John Keegan's wife had passed away and Kellee is asking for the Town if they wish to make a donation in her name.

**Chairman Edward Cherian made a motion to donate \$50 in the memory of Barbara Keegan to the charity of their choice. Selectman Roger Sanborn seconded. All in favor.**

Kellee mentioned asked about the failed warrant article that was proposed to be amended for solar and it is not clear if it is a 10 year exemption? The Board suggest to check with counsel on clarification.

Alan presented to the Board the purchase of a photo ID maker that comes with supplies for up to 300 images. The ID maker will be used for Town employees and volunteers. Police Chief Kevin Wyman mentioned that they have had to wait three months for an ID for an employee where they currently go through and they need to be able to get the faster since they are required to wear them. Alan mentioned that the cost of the system will cost approximately \$2,800.00, and it will be paid from impact fees \$1,400.00 from Administrative impact fees and \$1,400.00 from Police impact fees. The system will be held at the Human Resource office. The Board would like to see if there is a need for id's in the community and offer it as a service to offset the cost.

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**Selectmen Roger Sanborn made a motion to use impact fees from Administration and Police for the total of \$2,800.00 for the purchase of the ID System. Selectwoman Lorrie Carey seconded. All in favor.**

Alan wanted to update the Board on the accessible door leading into the Town Clerk/Tax Collectors Office. Warren's Electric came in over the past weekend and installed the electrical portion for the accessible door. The door operator will need to be ordered from Northeast Door Corporation and the cost will be \$2,016. That expense will be charged to the reserve for repairs for the municipal building. Alan mentioned that we will investigate the need for an accessible door operator for the Police Department. This and some modifications to the walkway will see that the building in more nearly compliant with the ADA.

**Chairman Edward Cherian made a motion to approve the purchase of the accessible door operator for the Town Clerk//Tax Collectors office from Northeast Door Corporation for \$2,016.00 to improve our ADA compliance. Selectman Roger Sanborn seconded. All in favor.**

The Board would like to see if there are any impact fees that could be used for the purchase of the assessable door. Alan will provide that information for them for the next meeting.

Alan presented the Board with the Treasurer report from Gail Egounis for February. Alan wanted to point out the details of the accounts on the second page and the Board would like to know of her plan was to do that monthly? The board commented that it was nicely done.

Police Chief Kevin Wyman mentioned to the Board that they are having a rodent problem over at the PD and if they could get someone out to assess the situation. Selectman Roger Sanborn mentioned that there is a local company that he will reach out to.

Fire Chief Tim Kenney mentioned that Boscawen Fire had assisted at a fire in Webster recently. Tim mentioned that he was applying for grants.

The Board asked about the Place of Assembly permits and Tim mentioned that they have been along and are right on schedule.

Public Works Director Dean Hollins went to try out a few backhoes this week and found that there are some things they will need and some that they will not. They are all similar in price.

Tax Collector/ Town Clerk Nicole Hoyt mentioned that there were still 469 dogs in Boscawen left to register. Nicole has sent out the post card reminders that the dog registrations are due April 30<sup>th</sup>. Nicole let the Board know that the rabies clinic that was held the first Saturday of April was successful and she plans to do it every year for the residents.

Nicole spoke with Stacey from NH-DRA and she had some corrections and suggestions for the



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Town Meeting minutes. One of the corrections was about a 2/3rds vote and Nicole has reached out to Charlie for clarification on that and the other was Stacey noted that in places that the minutes referenced the Budget Committee should be changed to Advisory Budget Committee as the Town has not adopted an official budget committee per RSA 32:14. The Board mentioned that they would like to have the minutes posted on the Town's website once in final form.

Chairman Edward Cherian wanted to let everyone know that the Old Home Day committee met and Old Home Day will be Aug 24, 2019. This is the American Legions 100<sup>th</sup> Anniversary and it will be a big parade in celebration of that. Elektrisola will be doing a reptile show on the Thursday prior at the Winthrop Carter House. The committee will be reaching out to Merrimack Valley Youth Baseball and Softball about running the concession stand for food. The committee is asking to have police present around noon for parking to make it go smooth.

Ed mentioned that he Lorrie and Barbara Randall attended the recent Concord NH Regional Planning Commission meeting. The King Street reconstruction project is still in the TYP, or Ten-Year Plan for year 2027. The project of interest now in the ten-year plan is for Route 4 and Whitney Road. The improvements are planned to be a rotary that will change the use of the on ramp to the highway. The City of Concord is looking to put in a substantial amount of money into that project. Dean mentioned that there is Co-op owned land in that area that several towns, including Boscawen, have invested in.

At this time the Board asked if the audience members had anything to add to the meeting. Mike Fisher wanted to speak to the Board regarding the Deputy Fire Chief position that is open and that there are a lot of qualified people that may have not been considered for the position. The Board mentioned that they have asked for a recommendation from the Chief and then they go from there.

**Chairman Edward Cherian made a motion to approve nonpublic #1 RSA 91-A: 3, II(c) from 3/27/2019. Selectwomen Lorrie Carey seconded. All in favor.**

**Chairman Edward Cherian made a motion to approve nonpublic #2 RSA 91-A: 3, II (a) from 3/27/2019. Selectwomen Lorrie Carey seconded. All in favor.**

**Chairman Edward Cherian made a motion to go into Non Public RSA 91-A: 3, II (c). Selectwoman Lorrie Carey seconded. All in favor.**

**Chairman Edward Cherian made a motion to come out of Non Public. RSA 91-A: 3, II(c). Selectwoman Lorrie Carey seconded. All in favor.**

**Selectwoman Lorrie Carey made a motion to go into Non Public RSA 91-A: 3, II (a). Chairman Edward Cherian seconded. All in favor.**

**Chairman Edward Cherian made a motion to come out of Non Public. RSA 91-A: 3, II (a). Selectmen Roger Sanborn seconded. All in favor**

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Fire Chief Tim Kenney made a recommendation to the Board to appoint Mark Bailey as the Deputy Fire Chief. Mark has volunteered for the fire department for 40 years and has served 25 years as the Deputy Chief. Mark has the support from the department to return and in a special meeting with the department it was voted on 13 to 0.

**Chairman Edward Cherian made a motion to appoint Mark Bailey as the Deputy Fire Chief with the conditions noted in the direct contract which includes a criminal background investigation he has successfully completed. He will be appointed by the Board for a one year contract and they recognize that he does not meet the qualifications as stated for the Chief as of right now. He will be reevaluated at one year. Selectman Roger Sanborn seconded. All in favor.**

**Chairman Edward Cherian made a motion to go into Non Public RSA 91-A: 3, II(c). Selectmen Roger Sanborn seconded. All in favor.**

**Chairman Edward Cherian made a motion to come out of Non Public. RSA 91-A: 3, II(c). Selectmen Roger Sanborn seconded. All in favor**

**Selectwoman Lorrie Carey made a motion to go into Non Public RSA 91-A: 3, II (d). Chairman Edward Cherian seconded. All in favor.**

**Chairman Edward Cherian made a motion to come out of Non Public. RSA 91-A: 3, II (d). Selectmen Roger Sanborn seconded. All in favor**

**Chairman Edward Cherian made a motion to go into Non Public RSA 91-A: 3, II(c). Selectmen Roger Sanborn seconded. All in favor.**

**Chairman Edward Cherian made a motion to come out of Non Public. RSA 91-A: 3, II(c). Selectmen Roger Sanborn seconded. All in favor**

**Chairman Edward Cherian made a motion to adjourn the public meeting at 10:02pm. Selectmen Roger Sanborn seconded. All in favor.**

Respectfully submitted by Sarah Gerlack.