

Town of Boscawen
Board of Selectmen
Final Minutes
Thursday, August 08, 2019 at 6:00pm

In attendance: Edward Cherian, Lorrie Carey, Katie Phelps, Kevin Wyman, Corey Welcome and Alan Hardy.

Chairman Cherian opened the meeting with the pledge of allegiance at 6:00pm and a moment of silence.

Chairman Cherian opened the public hearing on the Administrative fee updates.

The proposed Administrative fee changes are as followed:

Finance Department Fees -

Photo Identification Badge, proposed fee \$10.00

Human Resource and Finance Director Phelps mentioned that this is a new service that the Town offers and can be used for any personal use or by another company for a small fee.

Police Department Fees-

Non-resident fingerprint fee, proposed fee \$10.00

Police –per person, per hour (\$41 per person, \$19 for admin fee), current fee \$53, proposed fee \$60.00

Penalty-No through trucking fee first offense within a calendar year, proposed fee \$250.00

Penalty –No through trucking fee second offense within a calendar year, proposed fee \$500.00

Penalty –No through trucking third offense and each subsequent offenses within a calendar year, proposed fee \$750.00

Town Clerk Fees-

Dog Licensing –Puppy (town portion -\$5.50) (RSA 466:39) current fee \$6.50, proposed fee \$8.00

Dog Licensing –Unaltered (town portion -\$8.00) (RSA 466:39) current fee \$9.00, proposed fee \$10.50

Dog Licensing- Altered (town portion -\$5.50) (RSA 466:39) current fee \$6.50, proposed fee \$8.00

There will be no change to the senior citizen dog fee of \$2 for one dog

Chairman Cherian made a motion to increase the Dog Licensing Fee according to RSA 466:39 adding a \$1.50 increase to each dog registered in the Town of Boscawen.

Chairman Cherian made a motion to close the public hearing. Selectwoman Carey seconded. All in favor.

Chairman Cherian made a motion to approve the proposed revised Administrative fees dated August 8th 2019. Specifically with notes that the penalty items for the Police Department are for No Through Trucking Penalty's only and there are six lines of proposed changes for the Dog Licenses fee and the Town approves to adopt RSA 464:39. Selectwoman Carey seconded. All in favor.

Town of Boscawen
Board of Selectmen
Final Minutes
Thursday, August 08, 2019 at 6:00pm

At this time Town Administrator Hardy asked if there was anything to take off the consent agenda, Cherian has asked to remove the meeting minutes to be approved next week.

Chairman Cherian made a motion to approve the consent agenda as amended. Selectwomen Carey seconded. All in favor.

Police Chief Wyman mentioned that there was a bear down near the Parks n Rec program earlier in the week. Wyman called Fish and Game and they were unavailable to assist.

Wyman mentioned that Mr. Nickerson from the Department of Transportation has requested to have detail from the Boscawen Police Department for the upcoming paving. Hardy mentioned that they are going to keep one lane open while they do the other lane. The Board wants to make sure to let the Veterans Cemetery know of the plans.

Lieutenant Corey Welcome mentioned that last week Fire Chief Kenney suggested that the municipal office staff become agents to issue fire permits. Kenney had the staff sign on to be agents and the paper work has been sent to Concord for approval. Fire permits are also available online. Kenney is the Fire Warden and all Fire Lieutenants are Deputy Fire Wardens.

Welcome mentioned that they will be attending the Salisbury and Webster Old Home Day and be present in the parade. Ray Fisher will be driving the Model T in the parades. Welcome mentioned that the Fireworks are signed off for the Boscawen Old Home Day.

Emergency Management Director Varney wanted to speak to the Board today regarding the Town's EOC. Varney, Hardy and Planning and Community Development Director Easler met with Julia Chase from Homeland security regarding the EOC that is currently listed is the Police Department. Varney would like to move it to be the board room at the municipal office to insure accessibility for everyone. For it to be accessible in the event of a power outage a generator that runs that section of the building will need to be installed. Chase mentioned to Varney that FEMA does a match grant up to \$75,000.00 for EOCs, the board thinks this is a great idea and would like Varney to research all the information for that program and the cost of a generator this would have to be a warrant article voted on at town meeting. Varney would also like to have video monitors set up in the board room which would also be covered under the grant.

Varney updated the Board on the cost to fix the electrical in the Humvee which totals to \$981.00 and he is still working on a quote for a laptop for EM that can be used on location. The money spent on the Humvee and a portion of the laptop will be reimbursed. Selectwoman Carey mentioned to look into emergency alerts in the event of an emergency or when a heating/cooling center will be open. This would open up another layer of communication with the community, some may not have access to Facebook or the website.

Hardy and Varney have been in discussion regarding the old police station and using it for storage

Town of Boscawen
Board of Selectmen
Final Minutes
Thursday, August 08, 2019 at 6:00pm

for EM items for the heating and cooling shelters and other town items. Chairman Cherian mentioned that the engineer for the new fire station would need to look at to determine if that building would stay. Hardy mentioned to start the process with the engineer and was instructed to reach out to Chief Kenney to start that process.

Selectwoman Carey asked about working with the school for the shelter. Varney mentioned that they needed to complete the MOU and that has recently been done. The next step is to get together with Easler and Fred Regan and then the school will be able to be used as a shelter, there was some questions about having a shower for male female, the school does have showers available for use and there was recently a generator installed at the school and the access road was created. The Board of Selectmen will need to sign the MOU as well as Riverside Vets.

Chief Wyman mentioned that there was a call from a resident that lives at the valley of industry and wanted to file a criminal suit over the septic system. Hardy mentioned that Hollins and Egounis went down to the Valley of Industry and they were able to verify by the odor that it is sewer. Hollins has taken a sample and once the results come back which are expected back shortly and will explore to find the problem. Easler mentioned that she has been in contact with the homeowner and she will be in contact as soon as those results come back.

Hardy updated the Board on 105/107 High Street, himself and Health Officer Easler went up today and they seem to have made progress in the cleanup. Alan and Kellee will continue to go up and make sure they continue to make progress. They will report back to the Board weekly. Hardy mentioned that there are new owners at 105 High Street who would like to see the vehicles removed.

Hardy and Easler updated the Board on Dollar General, Easler mentioned that the fixture date is August 22nd and all utilities must be completed prior to that date. Hardy will check against the building plan, Life Safety and Building inspector Chuck Bodien and Allison from Underwood Engineers will have to sign off before the Town can issue a certificate of occupancy. Cherian mentioned the signs and to make sure they are compliant.

Hardy updated the Board on Old Home Day, Chief Kenney signed off on the last of the fireworks application, there are two outstanding contracts that have hold harmless clause that need to be changed or they will need to find new vendors, one being the golf cart vendor. Hardy has talked to Polly Dawson to resolve this issue. The parade is still in need of waivers for some of the participants. There was some discussion about parking down at the field, Cherian suggest to have two people that can communicate do the parking this year so ensure it runs smoothly. The boat launch will close on Friday the 23rd.

Human Services and Finance Director Phelps mentioned that she had received the final audit report, the audit had a few recommendations, and Phelps has discussed the recommendations with the parties involved.

Phelps mentioned that she had sent out the 2020 budget work sheets to the department heads to get

Town of Boscawen
Board of Selectmen
Final Minutes
Thursday, August 08, 2019 at 6:00pm

a jump start on budget season.

Hardy mentioned that there has been no response from Penacook Rescue about the draft agreement between themselves and the Town of Boscawen. The Board feels that they have given them ample time to fulfill their request and that they will send a letter stating that they have a deadline to respond or the Town will go forward with another service provider.

Hardy mentioned that the No through Trucking Ordinance is still with legal, the Board has asked for Hardy to follow up with the attorneys and the Board would like to have it at the next meeting.

Hardy presented the Board with an email update from Public Works Director Hollins. Public Works has been working with Prescott Towle who does the spraying on knotweed in town. They will be spraying knotweed on River Road and revisiting areas they have sprayed in the last two years and re-spray if needed. Queen Street and Keneval Ave will need to spray again this year. It generally takes two to three years of spraying to kill the knotweed. Prescott will file the permits with the state, once he has them back he will be able to start spraying.

Dean mentioned that they have a few roads that they are preparing for paving which include doing a catch basin repair, trim some tree limbs and a few odds and ends on Woodbury Lane and on Corn Hill Road they have a culvert to repair and then they will both be ready for paving, there is no set date at this time. Hollins stated that road side mowing was going well.

Hollins will be making an appointment to have the clutch replaced on the Mack Roll-Off truck, it has been adjusted to its fullest and needs to be replaced.

Hardy mentioned that the Building Codes have been updated by the Legislature. All the building codes and the fire codes are moving to the 2015 edition with exception to the electrical code. Hardy said that the code officials will watch for significant changes between the code cycles.

Hardy updated the Board on the new range stove for the Town Hall, the new range will be going in the week of August 12th. The Town Hall only has one program that week and they do not use the stove.

Selectwoman Carey mentioned that the tickets for the chicken BBQ will be available for sale at the Town Office and then the day of at the Town Hall. The tickets are \$10 each.

Selectwoman Carey made a motion to approve nonpublic RSA 91-A: 31 II (c) #1, #2 and #3 minutes from 7/25/2019. Chairman Cherian seconded. All in favor.

Chairman Cherian made a motion to go into nonpublic non-public RSA 91-A: 31 II (c). Selectwoman Carey seconded. All in favor.

Chairman Cherian made a motion to come out of nonpublic non-public RSA 91-A: 31 II (c).

Town of Boscawen
Board of Selectmen
Final Minutes
Thursday, August 08, 2019 at 6:00pm

Selectwoman Carey seconded. All in favor.

Chairman Cherian made a motion to appoint Polly Dawson to fulfill the remainder of the term as a Trustee of the Trust fund term ending March 2020. Selectwoman Carey seconded. All in favor.

Selectwoman Carey made a motion to adjourn the public meeting at 7:45pm. Selectmen Sanborn seconded. All in favor.

Respectfully submitted by Sarah Gerlack.