

**Town of Boscawen**  
**Board of Selectmen**  
Final Minutes  
Thursday, December 12, 2019 at 6:00pm

In attendance: Roger Sanborn, Ed Cherian, Lorrie Carey, Katie Phelps, Dean Hollins, Alan Hardy, Nicole Hoyt, and Kellee Easler.

Guest speakers: Mike Fisher and Maryellen Kenney, and Ron Reed.

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

**Selectman Sanborn made a motion to approve the Consent Agenda. Selectwomen Carey seconded. All in favor.**

Maryellen Kenney wanted to talk to the Board about being served a civil action on the Kenney property at 305 and 307 High Street. She expressed to the Board that she had just spoke with them about 3-4 weeks ago letting them know that the owner of the cars and parts has been severely ill and is in the hospital. She reiterated the conversation that she didn't think it was the intent to fine the Boscawen residential property owners as long there was progress being made in the clean-up of the property. She explained that clean up progress was being made Thanksgiving weekend. Chairman Cherian clarified that this has been an ongoing problem for many years and there had been multiple agreements made with the Town and the most recent agreement timeline has passed. He explained that by law the Town had to take action because of the hazardous environmental health issue. Cherian explained that this civil action can be withdrawn with a new agreement that is a more reachable goal. Hardy recommended that the Town could go to the court to ask for an extension and he would keep the Board updated on any progress by making inspections. Town Clerk Hoyt wanted to let the Board know that Mr. David Kenney was coming in weekly to talk to her. Public Works Director Hollins let the Board know that he had seen Mr. David Kenney coming to the Transfer Station with multiple loads of junk.

Ron Reed with the Boscawen Congregational Church made a request for the Selectboard to propose a warrant article for \$1,500.00 to benefit the Boscawen Congregational Church to be used to maintain the Community Park. The Community Park has been supported by the Church for 100 years. The Board will review all warrant article request after the budgets have been presented and Town Administrator Hardy will discuss with Town Counsel.

Chairman Cherian showed Town Clerk Hoyt gratitude for all of her hard work. She has implemented new functions into the office, and made overall improvements. Even during the difficult times and has generated more revenue.

Tax collector/Town Clerk Hoyt presented Town Clerk and Tax Collector budget to the Board. There will be four elections next year that increases the budget. Hoyt made a request to encumber funds from account number 4140191 – Moderator & Supervisors for \$700.00 for the purpose of offsetting the cost of election workers in 2020. Cherian questioned the increase in Deputy Town Clerk Dilts-Brown and Deputy Tax Collector Gerlack salary line. Hardy explained that this is not an increase in their annual pay, this is a conversion from hourly to salary. There will be no overtime expense

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and the budget will be more stable with the staff on a fixed salary. Equipment and software increased because of the new equipment installed in the office. Hoyt recommended not cutting back on tax-deeded property budget because of how close they are to that number.

Selectwomen Carey thanked Hoyt for implementing Fish & Game, OHRV registrations and credit cards machines into the office. She has heard good feedback.

**Chairman Cherian made a motion to approve the encumbered funds from account number 4140191 – Moderator/Supervisors for \$700.00. Selectman Sanborn seconded. All in favor.**

**Chairman Cherian made a motion to provisionally approve the Town Clerk budget as presented. Select women Carey seconded. All in favor.**

Hoyt made a request to encumber funds from account number 4140620 – TC Election Costs for \$1,599.88 for the purpose of offsetting the cost of election meals in 2020.

**Chairman Cherian made a motion to approve the encumbered funds from account number 4140620 – TC Election Costs for \$1,599.88. Selectman Sanborn seconded.**

**Chairman Cherian made a motion to provisionally approve the Tax Collector budget. Selectmen Sanborn seconded. All in favor.**

Town Administrator Hardy presented the General Government Budget. Hardy spoke about the possible Facility Director position that would be the caretaker for the Town's historical buildings. Cherian asked Phelps for a description of the job and a draft job posting to be brought to the budget committee.

**Selectwomen Carey made a motion to provisionally approve the General Government Budget. Selectman Sanborn seconded. All in favor.**

Planning and Community Director Easler presented Planning and Community Development Budget.

**Selectwomen Carey made a motion to provisionally approve the Planning and Community Development Budget. Selectman Sanborn seconded. All in favor.**

Finance and Human resource Director Phelps presented the updated Library Budget and Welfare Budgets.

**Select women Carey made a motion to provisionally approve the Library Budget. Selectman Sanborn seconded. All in favor.**

**Chairman Cherian made a motion to provisionally approve the Welfare Budget. Selectmen**

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**Sanborn seconded. All in favor.**

Phelps presented the Board with HW Road Re-surfacing and Police Department Income Encumbrances.

**Selectman Sanborn made a motion to encumber funds from account number 4312463 – HW Road Re-surfacing for \$60,138.11 for the purchase of paving Corn Hill Road and Woodbury Lane in 2020. Chairman Cherian seconded. All in favor.**

**Selectwomen Carey made a motion to encumber funds from account number 3410.10 – Police Department Incoming for \$6,120.00 for the purpose of offsetting the cost of equipment and police cruiser with a new tablet in 2020. Chairman Cherian seconded. All in favor.**

Phelps presented Health Trust transmittal to the Board for signatures.

**Selectmen Sanborn made a motion to approve the changes to the Health Trust transmittal. Selectwomen Carey seconded. All in favor.**

**Chairman Cherian made a motion to approve nonpublic meeting minutes from 11-7 #1 and #2. Selectwomen Carey seconded. All in favor.**

**Chairman Cherian made a motion to approve nonpublic meeting minutes from 11-14 #1. Selectwomen Carey seconded. All in favor.**

Easler made a request to the Board to only be open for appointments on Fridays to catch up on paperwork until the beginning of April. The Board is in agreement for the assessing department to be open by appointments only on Friday's until April.

Public Works Director Hollins wanted to let the Board know that he will be scheduling a day for Primex to visit the Public works buildings for fire inspections.

**Chairman Cherian made a motion to go into nonpublic RSA 91-A:3, II (l). Selectmen Sanborn seconded. All in favor.**

**Chairman Cherian made a motion to come out of nonpublic. Selectmen Sanborn seconded. All in favor.**

**Chairman Cherian made a motion to adjourn the public meeting at 8:10pm. Selectwoman Carey seconded. All in favor.**

Respectfully submitted by Haley Dilts-Brown.