

**Town of Boscawen**  
**Board of Selectmen**  
Boscawen Municipal Complex  
Final Minutes  
Wednesday, January 10, 2018 at 5:00pm

**Present:** Edward Cherian, Mark Varney, Katie Phelps, Kevin Wyman, Ray Fisher, Dean Hollins, Kellee Jo Easler, Alan Hardy, Nicole Hoyt, Sarah Gerlack. Rick Jacques, Jennifer Brechtel, Mark Maclean, Robin Heins and Caroletta Alicea.

Chairman Mark Varney opened the meeting at 5:00pm, led us in the Pledge of Allegiance and a moment of silence.

Rick Jacques, Acting Director and Jennifer Brechtel, Acting President from Penacook Community Center, came to speak to the Board about the proposed amount they are asking from the Town of Boscawen. Acting Director Jacques previously sent a letter to the Board asking for \$5,700.00 for fiscal year 2018. In 2017 the Town of Boscawen allocated \$5,000.00 to PCC. The City of Concord's contribution is \$28,000.00 yearly. Rick explained that there is a need of an expansion to build their infant room. Currently they can care for up to 8 infants and the need is greater. They do have two buildings that were bought on Village Street in Penacook and new plans are being drawn up. The transportation vans they have are getting older and are looking at getting a bus for the same use. Currently they send two vans to Boscawen Elementary School to pick up for their after school program. They do charge Boscawen residents \$4 more for the transportation cost. In the last two years there has been a 40% increase of Boscawen residents using the before and after school program at PCC. Chairman Mark Varney does believe that if there is any kind of push back from the Town on the increase it would be because that it is a paid program and the residents that use the before and after school service is paying for their children to be there and the transportation. Jennifer did express that they are a 501c3 Early Childhood Education facility and to hire and keep qualified teachers is expensive. The up keep cost of the vans to safely transport students back and forth is costly as they are getting older. They also offer a variety of senior programs that Boscawen residents enjoy.

Superintendent Mark McLean, and Business Administrator Robin Heins, representing the Merrimack Valley School District. Administrator Heins wanted to apologize for the revised assessment letter that had a mathematical error in the monthly amount that the Town owed the school district. She wanted to explain that there wasn't a sudden increase, that it was a miscalculation on their part. Administrator Heins expressed that the MVSD will continue to work if the Town's monthly payments need adjustment because of cash flow. Superintendent McLean went on to say that Boscawen will be reimbursed for the State Wide Education Property Tax (SWEPT) amount by the state. The state will send that directly to the Town. Selectman Edward Cherian asked Superintendent McLean about what the budget increase will look like for next year. Superintendent McLean responded with, that the overall MVSD budget has increased 1.89% in the past four years. That is with collective bargaining, and increases in special education. In that same time revenues from the state have decreased by 10.16%. When the School Board portions out to the towns they take the expenses minus the revenue and whatever's left with student enrollment is what they budget out to the town. At last night's budget meeting they approved an increase in expenses of .93%. This is very low, and the increase in the assessment is estimated at 1.4%. One of the largest concerns is that the district will continue losing \$117,000.00 a year for the next 24 years as a repeal

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from the state for stabilization. Superintendent McLean closed with a reminder that the district is here to serve the students' needs and this includes in large part the Special Education programs. He would like the district to be as transparent and as forthright partnering with the Towns. He sees this as our best cause of action.

Approval of minutes from January 3, 2018:

**MOTION-** Chairman Mark Varney made a motion to accept the minutes from January 3, 2018. Selectman Edward Cherian seconded. All in favor.

Nicole Hoyt suggested that all speakers going forward will be put on the agenda after 5:30pm. That will allow the Board to go over weekly business first.

**Kellee Jo Easler, Planning and Community Development –** Kellee presented the Board with an Intent to cut of 4 acres on Water Street.

**Katie Phelps, Finance –** Katie has an update to the Personnel Administration Budget. The error is on account #4155220 Social Security for the Police department. Previously stated at \$78,568.29 and is actually \$52,977.86. The correction has been made on the budget.

**MOTION –**Chairman Mark Varney made a motion to approve the 2018 Personnel Administration budget as amended. Selectman Edward Cherian seconded. All in favor.

Nicole had a chance to talk to Dave Collins from Penacook Rescue Squad. He did more research after he left the meeting last week and he wants Nicole to report back that in January 2017 that PRS asked for support from Salisbury and it was denied. Also the Cardiac monitors are \$30,000.00 per monitor.

Request appropriation for funds for Fiscal year 2018 from Penacook Rescue for \$90,000.00

**MOTION -** Chairman Mark Varney made a motion to approve the inclusion of a Warrant Article for Penacook Rescue for the sum of \$90,000.00. Selectman Edward Cherian seconded. All in favor.

**Kevin Wyman, Police Department –** The Police responded to a welfare check at a residence on Wednesday 12/10/18. He had concerns that there was no heat and it was not a safe way to get to the boiler. The resident stated that they would not leave and that family will be helping. Kevin had a follow up on Steven Woodward who went missing. His car has since been located and the search for him continues.

**Ray Fisher, Volunteer Fire Department –** The hot water heater at the fire department is not working. Huckleberry is able to fix it for \$1,800.00. Ray had a few residents that came to him with concerns regarding the fire hydrants. Their questions include .Why does the charge go to the water percent for fire protection? Why is a town resident using the Boscawen/Penacook Water Precinct

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truck to clear his own door yard? Ray also had a situation that the Concord Fire Department had to be called in for in Woody Hollow Drive, there was a home that had water damage and the water needed to be turned off.

**Dean Hollins, Public Works Department** –The Public Works Crew where able to clean most of the hydrants and sidewalks during this past snow storm. There were two or three hydrants that they were unable to locate due to the past snow fall. Dean estimates that they will be able to get the hydrants cleared in a day or day in a half with three workers and two loaders. He also wanted to report that he was able to drive around with a fire fighter and he was able to tell him what he needed to do to get a hose to some hydrants. There is a hydrant on King Street that needs a riser put in and has been noted several times. There was no damage done to any hydrants during the clearing and wanted to thank the residents of Boscawen who took the time to clear the hydrants near their home. There is a property on Fisher Ave that has been vacant for two years. Dean was contacted by an Attorney to ask where the Town plows to on that road and if they plow past that drive way. Dean was instructed by the Board to have them contacted our Attorneys for further questions.

Nicole stated that the Water Precinct Commissioners will be at next week's meeting and also DES wants to meet with the Town and the water precinct together. A representative from Unclear wood Engineering.

**Alan Hardy, Administration** - The Town budget is on its way to be completed. At this point the budget is at \$3.632 million with a 1% increase of \$31,251.00 that number is without the warrant articles and capital contribution. We have encumbered \$288,000.00 from 2017. The warrant articles are our biggest area of increase. We should have the budget finished by next week.

**Nicole Hoyt, Administration** – Final quarter of 2017 for taxes the Town took in \$3,582,492.24. The quarterly report is required to be done by the census bureau. The Tax/Sewer delinquent notices were sent out Tuesday 12/09/18 because of an error in the system the notices went out on a different color paper then we normally print them out on and we only had red paper to use. It will go back to the pink paper next year and didn't mean to cause alarm. Martha Crete's stopped by today and resigned from the budget committee. The budget committee is down one member and with no alternates. Brenda Bartlett asked if she could continue on the Recycling Committee Nicole presented the Board with an appointment letter for them to sign if they agree. The Board agreed. Dean spoke up and said that Brenda is the one of the volunteers that take care of the Treasure House at the transfer station and no matter the weather or situation she is there to make sure it is clean.

Nicole speaking on behalf of Michelle Brochu –Town Clerk, Michelle has confirmed with Barbara Huckins that the gym at Boscawen Elementary School is available for Town meeting day. Chuck Huston has been contacted and is all set to do the set up as well as Public Works helping with set up. She want to reiterated that when everyone gets to Town meeting to not just rush into the meeting and that we wait for her to show up as she takes the minutes. The polls close at 7pm with the Town meeting to follow. She would also like to have the Town Moderators come in the Wednesday

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following their meeting to just make sure they are all set. Resident who are interested the period to declare your candidacy is January 24, 2018 at 8:30am through February 2, 2018 at 5pm. Please stop by the Town Office at 116 North Main Street, and see the Town Clerk if you would like your name to appear on the ballot.

Nicole and Alan read over the Treasure job description that had not been updated since 2014. There was some areas that needed to be updated. The board will take it home and read over the changes and report back to be approved.

**Sarah Gerlack, Welfare** – Sarah presented to the Board with an update for fuel assistance.

**MOTION:** Chairman Mark Varney made a motion to accept the update to fuel only card. Selectman Edward Cherian seconded. All in favor.

Over the weekend of 12/05/18 the Town responded to a call from 2-1-1 an assistance hotline. Shawn Brechtel our Emergency Management Director sent out someone from the Fire Department and Police Station to the house to assess the situation. The residence was out of fuel and we were heading into a brutally cold weekend. Chairman Mark Varney and Shawn made sure to get them fuel with help from various Town employees to get them by. The Town Welfare office is always here to help in a crises situation. Call 603-753-9188 Ext 303 for more information.

**MOTION -** Chairman Mark Varney made a motion to recess the public meeting at 6:50pm. Selectman Edward Cherian seconded. All in favor.

**MOTION –** Selectman Edward Cherian made a motion to go into non-public RSA 91-A: 3, II(c) at 6:50pm. Chairman Mark Varney seconded. All in favor.

**MOTION -** Chairman Mark Varney made a motion to come out of the non-public RSA 91-A: 3 (c) meeting at 7:10pm. Selectman Edward Cherian seconded. All in favor.

**MOTION -** Chairman Mark Varney made a motion to go into non-public RSA 91-A: 3 (b). Selectman Edward Cherian seconded. All in favor.

**MOTION -** Chairman Mark Varney made a motion to seal the non-public meeting minutes. Selectman Edward Cherian seconded. All in favor

Nicole presented the board with a proposal to add a handicap assessable opener to the door to enter the office area. The estimate given is \$2,500.00 not including electrical work. The proposal is to have it taken from the Executive non- computer budget. Budget #4130306.

**MOTION-** Chairman Mark Varney made a motion to accept the proposal for the Handicap assessable door opener to be installed. Selectman Edward Cherian seconded. All in favor.

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**MOTION - Selectman Edward Cherian made a motion to adjourn the meeting at 7:30pm. Chairman Mark Varney seconded. All in favor.**