

**Town of Boscawen**  
**Board of Selectmen**  
Final Minutes  
Wednesday, April 25, 2018 at 5:00pm

**Present:** Mark Varney, Roger Sanborn, Katie Phelps, Kevin Wyman, Ray Fisher, Dean Hollins, Alan Hardy, Sarah Gerlack, Bruce Crawford and Vernon John

**Excused:** Selectman Edward Cherian, Nicole Hoyt and Kellee Jo Easler

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

Bruce Crawford came to address the Board on the letter he received regarding his re-appointment to the Planning Board. Bruce asked to have the discussion in the public meeting rather than nonpublic session. He stated that he had donated many hours of his time to the Town, but that he was not asking to be re-appointed at this time. Bruce cited RSA 673:5 III, "An appointed member whose three year term has expired shall continue to serve with voting rights until reappointment or a replacement by the Selectmen and that candidate has taken the oath of office." Chairman Mark Varney thanked Bruce for coming and speaking with the Board today and offered to him to come back any time if he wanted to speak further.

Vernon John came to speak with the Board regarding concerns with target shooting near residential areas. Vernon would like to see an ordinance put in place for the Town regarding target shooting. The Board asked Police Chief Kevin Wyman to look in to the RSA's and rule's regarding target shooting.

Chairman Mark Varney asked the staff and department heads if they had any corrections for the public minutes from 04/18/2018. With a few corrections noted the Board proceeded to approve the minutes.

**MOTION-** Selectman Roger Sanborn made a motion to approve the public minutes as amended from 04/18/2018. Chairman Mark Varney seconded. All in favor.

**MOTION-** Chairman Mark Varney made a motion to approve nonpublic #2 minutes from 04/18/2018. Selectman Roger Sanborn seconded. All in favor

**MOTION-** Chairman Mark Varney made a motion to add nonpublic minutes #1 and #3 to public minutes from 04/18/2018. Selectman Roger Sanborn seconded.

**Katie Phelps, Finance** – Katie handed out the March treasurers report. The department heads and Katie met over the week to build a time sheet that would work for all departments. Chairman Mark Varney would also like to see all the cover sheets in the same format for continuity in all departments. Katie presented the Board with two Trustee of The Trust Funds transfer.

**MOTION:** Selectman Roger Sanborn made a motion that the Trustee of The Trustee Fund transfer \$1,916.72 from the Municipal Building (LCHIP) Capital Reserve Fund to the General Fund to reimburse the General Fund for the following expenditures: H&H Builders-

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**West Entrance (Final Bill) \$1,916.72. Chairman Mark Varney seconded. All in favor.**

**MOTION: Selectmen Roger Sanborn made a motion that the Trustee of The Trustee Fund transfer \$995.99 from the Municipal Building fund to the General Fund to reimburse the General Fund for the following expenditures: Citizens Bank- Epson Powerlite Wireless Mobile Projector for \$995.99. Chairman Mark Varney seconded. All in favor.**

**Kevin Wyman, Police Department-** Kevin said the Police Department has been extremely busy this week. Kevin was wondering about their base radio at the Police Station. It keeps locking up and was looking into replacing it. It is roughly \$5,000.00 to replace the system. Alan will look into it and bring an answer back next week.

**Ray Fisher, Fire Department** – Ray shared that the UTV will be painted red and all paint and work will be donated by All Above Collision.

**Dean Hollins, Public Works** – Dean reported that Public Works has cleaned up the trees they cut at the Boscawen Park at Jamie Welch Field. They will be cutting the stumps down as well.

Dean received an email from the gentlemen who does the water sampling of the landfills. Queen Street's well had been run over during the logging and couldn't sample it. Dean will get an estimate on what it will cost to fix the well.

**Alan Hardy, Administration-** Alan updated the Board that Mike Warren got back to him on replacing the lighting down at the Boscawen park. The street lighting will go all the way to the rail trail. The proposal includes three 20 foot light poles each with 175 watt LED lights. The lights will be able to manually turn on after an event. The proposed budget is \$5,750.00 to install the lights. The money for this project was encumbered from last year's budget for this project in mind.

**MOTION: Chairman Mark Varney made a motion to have the work done for \$5,750.00 Selectman Roger Sanborn seconded. All in favor.**

Alan updated the Board on the Capital Reserve Funds L-Chip that have been used to repair parts of the Municipal Building. Roof repairs not included. Most recently the windowsills has been sealed and covered.

On Monday April 30<sup>th</sup> Alan, Gail Devoid-ZBA and Barbara Randall-PB will be in superior court for the Clow Newcomb vs. the Town of Boscawen case. Mike Courtney will be representing us from Upton and Hatfield. There will also be counsel representing Dollar General.

Alan met with Jeff Tiery Structural Engineer. He took a lot of pictures of the roof and will use those for his report. Once the roof new roof is installed it may need clips added to slow the snow down in the winter. Alan also asked him to take pictures to prepare a proposal for coverage over the stairs in the front and back entrances to the Municipal building.

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The elevator and sprinkler system have been tested and the elevators have passed. They have suggested to have the sprinklers be tested to see if they need to be replaced. Due to the type of sprinkler they will need to be sent out for testing. The Board suggested to see how much it would cost just to replace them vs. sending them out. But the system its self passes.

Alan presented the Board with the Concord Housing Code guideline. Alan is gathering more information about adopting a Town Housing procedure and will update the Board at a later date.

The upstairs portion of the office will be closed for the next two Fridays due to training for the staff.

**Sarah Gerlack, Human Services-** Sarah updated the Board about the meeting she attended with New Hampshire Local Welfare Administration Association. While at the meeting Sarah learned of software that other Towns use to efficiently process their cases. After some research Sarah is seeking approval to adopt NH GAP Software. NH GAP is a yearly membership and is based on Town population. The annual cost will be \$237.12 with a prorated amount for the remainder of 2018 is \$118.06.

**MOTION:** Chairman Mark Varney made a motion to approve to adopt NH GAP Software for Human Services in the prorated amount of \$118.06 for 2018. Selectman Roger Sanborn seconded. All in favor.

**MOTION –** Chairman Mark Varney made a motion to go into nonpublic RSA 91-A: 3, II (a). Selectman Roger Sanborn Seconded. All in favor.

**MOTION:** Chairman Mark Varney made a motion to come out of RSA 91-A: 3, II (a) and seal nonpublic. Selectman Roger Sanborn seconded. All in favor.

**MOTION-** Chairman Mark Varney made a motion to adjourn the public meeting at 6:15pm. Selectman Roger Sanborn seconded. All in favor.

Respectfully submitted by Sarah Gerlack