

Town of Boscawen
Board of Selectmen
Final Minutes
Wednesday, August 15, 2018 at 5:00pm

In attendance: Mark Varney, Roger Sanborn, Edward Cherian, Katie Phelps, Kevin Wyman, Ray Fisher, Dean Hollins, Kellee Easler, Nicole Hoyt, Alan Hardy and Sarah Gerlack.

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

Scheduled Speaker:

Kathy Mathis and Beverly Drouin came to speak to the Board about the traffic circle leading into Town. There have been concerns about the upkeep of the circle and they would like to come up with a plan to clean it up. Co-Administrator Alan Hardy mentioned that he has talked to the district five engineer and the Town puts together a plan to present to the commissioner's office for approval. Kathy and Bev have many great ideas on what would work best for the circle and the Selectmen have asked them to put together a wish list of equipment and materials to use.

Co-Administrator Nicole Hoyt questioned to see if there were any items that should be removed from the Consent portion of the Agenda.

Chairman Mark Varney made a motion to approve the Consent Agenda. Selectman Roger Sanborn seconded. All in favor.

Old business:

Human Resource Administrator Katie Phelps presented the Board with an updated Employee Manual and the Board had a few questions starting on page 8. How much compensation time can an employee earn? It is at the discretion of the supervisor on how much an employee can bank for Compensation time. On page 27 it states that any employee who drives a Town owned vehicle and receives a citation or other fines or penalty for unlawfully operating any motor vehicle, Town owned or non-Town owned shall notify your supervisor. The Board agrees to remove "Non-Town owned vehicles" from the policy. Also on page 27 Primex recommends that employees who drive Town vehicles to take a safe driving course but it is not required.

Katie wanted to finalize the discussion on the Long Term/ Short Term Disability Insurance. Short Term disability is through Health Trust and the long term would be paid by a private insurance. The Board wants to add it to the budget for next year and would like to get a quote from April 2019-March 2020. The Board suggest that Katie send out an email to the employees to see who would want to take advantage of this benefit.

At this time Chairman Mark Varney asked if there were any other questions on the employee manual.

Selectman Edward Cherian made motion to approve the Employee Manual as amended. Selectman Roger Sanborn seconded. All in favor.

Selectman Edward Cherian wanted to speak about Senate Bill 446. SB-446 is one of the three energy

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bills vetoed by the Governor. There is an override session coming up for SB-446 regarding the raises in the net metering limit from 1MW to 5MW. Ed would like to know if the Board would like to express positions on the SB. This bill has a direct benefit to the Town in connection with Briar Hydro. Ed suggest that Alan send a letter of support to overturn the veto of SB-446 and the Bio Mass bill to Senator French and State Representative Caroletta Alicea

Staff Presentation and Feedback:

Co-Administrator Nicole Hoyt presented the Board with a letter from Rebekah Rolfe and Linda Maloof. The letter states that the Penacook Review Committee is not a Town run committee. "The committee was set up by the Superior Court in December 1, 2000. The members of the committee do not have and expiration date by the Boscawen Historical Society or the member appointed by the Selectmen. The Gage Family heir chooses a successor, the historical society changes theirs by choice, or the Selectmen appoint another person. A secretary's error by adding an expiration date does not change a superior court decision the letter has stated. The letter goes on to say that after observing the parking lot for two months Rebekah noticed that there were a minimum of 10 and a maximum of 20 spaces available during the times the library had activities. The PRC has decided to allow eight additional parking spots regulation size parallel parking spaces and the remainder of the area be returned to prior condition. The committee has also requested to have the Town Parking only signs to be removed as they were not approved by the committee". The letter was signed by Rebekah Sutherland and Linda Maloof. The Board of Selectmen on August 8th 2018 appointed Nicole Hoyt as their appointed member of the Penacook Academy Review Committee. The Board suggest to send the letter to the Town Attorney and let legal handle the interpretation of the Consent Decree and wait to hear from the attorney before we pave. Alan mentioned that there has been a fundamental change in the law since the Consent Decree was rendered. The change is the ability of the Town to request the court to remove the reverter clause. Reverter Clause is what was on the church owned property and they made that please to have the reverter clause removed. The Board would like to separately keep track of legal cost to the Town.

Police Chief Kevin Wyman received an email this morning that the new police cruiser has come in. Kevin will be putting in a check request for the funds.

Selectman Roger Sanborn made a motion to allocate the funds for the new cruiser. Chairman Mark Varney seconded. All in favor.

Kevin mentioned that this budget season the Police will not be buying a new cruiser. Can that money be used for new equipment that is needed? The money that was allocated and would have to use for a cruiser.

Fire Chief Ray Fisher mentioned that the UTV and trail have been painted and numbered.

The Fire Department will be in Webster's Old Home Day Parade and then Boscawen Old Home Day Parade the following weekend.

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Public Works Director Dean Hollins updated the Board on the projects they have on their agenda. The paving schedule is behind due to all the rain but is estimated to start in September. The well at the landfill will be replaced on August 28th and the new Boscawen Park, Jamie Welch Field sign will be up before Old Home day.

Accountant Katie Phelps presented a letter from Riverbend Community Mental Health requesting support for the 2019 budget season in the amount of \$5,000.00. This request will be reviewed during the budget season. Riverbend has a new payment in lieu of taxes agreement with the Town and the Board was wondering if the first payment had been made.

ACTION: Katie will look into the PILOT agreement for next week's meeting.

Katie received the Plodzick & Sanderson management letter and gave a copy to the Selectmen and the Co-Administrators.

Co- Administrator Nicole Hoyt received a call from Lyman Cousens. Lyman has asked if the Town Office could sell the raffle tickets for the Old Home Day Committee. They are raffling off a signed baseball by Mookie Betts and the proceeds will go to the Raymond Family. It would have to be a standalone fundraiser since it will be 100% donated to the family. Tickets will be available with Rhoda Bergeron and Franklin Savings Bank as well as the Town Office. Selectmen Edward Cherian mentioned the tickets will be \$5 a ticket. The money raised will be given directly to Lyman with the ticket stubs and a reconciliation of all tickets sold.

Co-Administrator Alan Hardy and Katie attended the Old Home Day committee meeting this past Monday. The committee still has a few vendors without a contract or Certificate of Insurance. There are going to be contractors that we have no contract with or COI. Alan will continue to reach out to all the vendors to obtain all the COI's and contracts. The Bounce Houses have not provided the Town with the contract or COI along with the Fireworks Company. Those two vendors will not be allowed without having that documentation for safety reasons. Ray believes he has the COI from the firework company and will be in contact with Alan. Alan suggest that next year have a meeting with the committee after Town Meeting and can make a plan before the planning starts so that the committee is in compliance with the Town from the start. Alan presented the parade agreement that came in this week. Counsel has a few concerns with the contract. The OHD Association was protected under that contract but the Town of Boscawen was not. Counsel has proposed a new parade contract removing Old Home Day Association which has been dissolved for several years and adding Town of Boscawen.

Chairman Mark Varney made a motion to accept the proposed parade contract. Selectman Edward Cherian seconded. All in Favor.

Anyone who has had signed the old waiver will need to sign the new waiver to participate in the

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parade.

Alan wanted to update the Board on the worm virus that effected the office this week. It is called the Emotet malware it effects the sever. They are running constant motoring on our system now. We are hopeful that it has been taken care of. Alan is suggesting to do a luncheon and have IT come in and do a class on malware for education purposes.

Health Officer Kellee Easler presented the Board with a course agenda that was from the shelter run through with Fred Regan and Capital Area Public Health Network.

Stephanie Alexander who is the Senior Planner at CNHRPC has emailed the Board to set up a day to hold meeting to adopt the Hazardous Mitigation plan. At this point no changes are to be made to the plan. The date to adopt the plan will be at the Board of Selectmen meeting on August 22nd at 5pm. Kellee has asked if Ed would like to take the lead since he is well versed on the topic.

Public Hearing to accept unanticipated revenue is Wednesday August 22, 2018 at 5pm.

Co-Administrator Nicole Hoyt wanted to remind everyone that there is an election training next Tuesday in Franklin from 9am-11:30am. Emails have gone out to the Supervisors of the Checklist. It's for Moderators and Selectmen as well.

The Board asked Nicole to bring to the meeting the fixed heating oil price the Town paid last year from Huckleberry. Last year the Town paid \$1.69 a gallon in propane and \$1.71 a gallon in oil. This year Huckleberry is proposing \$1.79 a gallon in propane and \$2.45 in oil.

Chairman Mark Varney made a motion to accept Huckleberry's prices for the 2019 contract and authorize Nicole Hoyt to sign the contract. Selectman Roger Sanborn seconded. All in favor.

Welfare Administrator Sarah Gerlack wanted to let the Board know that the flyer that went out about the Coats for Kids has changed. There was a discrepancy with an organization so the flyer was changed to say sponsored by the Town of Boscawen Welfare Department. The Coats will still be going to children in the community who are in need of warm winter items starting with the Boscawen Elementary School.

Nicole wanted to let the Board know that new hire Danielle Bosco will be starting as an Administrator Assistant/ Clerk on Sept 4th. She will be a great addition to the office.

Chairman Mark Varney made a motion to approve nonpublic #1-#4 from 8/8/2018. Selectman Roger Sanborn seconded. All in favor.

Chairman Mark Varney made a motion to go into nonpublic RSA 91-A: 3, II (I). Selectman

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Edward Cherian seconded. All in favor.

Chairman Mark Varney made a motion to come out of RSA 91-A: 3, II (l) and go into nonpublic RSA 91-A: 3, II (c). Selectman Edward Cherian seconded. All in favor.

Chairman Mark Varney made motion to come out of RSA 91 A: 3, II (c) and seal nonpublic. Selectman Edward Cherian seconded. All in favor.

Chairman Mark Varney made a motion to adjourn the public meeting at 7:40PM. Selectman Roger Sanborn seconded. All in favor.

Respectfully submitted by Sarah Gerlack