

Town of Boscawen
Board of Selectmen
Final Minutes
Wednesday, July 11, 2018 at 5:00pm

In attendance: Mark Varney, Roger Sanborn, Edward Cherian, Katie Phelps, Jason Killary, Mike Fisher, Dean Hollins, Alan Hardy, Sarah Gerlack and Jack Shields.

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

Administrative Assistant Sarah Gerlack questioned to see if there were any items that should be removed from the Consent portion of the Agenda. The Board made a motion to approve the Consent Agenda.

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

Old Business:

The Board has agreed to go forward with a trial run of the check manifest.

Staff Presentation and Feedback:

Co-Administrator Alan Hardy presented a letter of intent to purchase a portion of the Northern Rail Trail for signature. Jack Shields from the Friends OF the Northern Rail Trail came to the meeting to assist Alan with any questions the Board may have. The Board has been with presented with an appraisal of the value of the rail bed. There is an intention on Pan Am's part to only have a restricted appraisal. Alan has invited Jack to jump in with his knowledge on the subject. Jack mentioned that a restricted appraisal is one that is shared by two parties in that case it would be the Merrimack River organization and Pan Am. To make it a full appraisal it would cost another \$2,700.00. The Friends of the Rail Trail will contribute \$1,350.00 and would like the Town of Boscawen to cover the remainder \$1,350.00. Chairman Mark Varney voiced his concern that when the initial discussion with the Town purchasing a portion of the Rail Trail there would be no cost to the Town. We do not have a budget for this in this year's budget to have that expense and wouldn't feel comfortable spending the money without the people of the Town having a say in it. Selectmen Roger Sanborn and Edward Cherian agree and suggest that the Town do a Warrant Article or a budget line this coming budget year for that expense. Jack said that The Friends of the Northern Rail Trail will contribute the full \$2,700.00.

Katie Phelps Finance Officer stated that the Town has received the second payment in lieu of taxes from Briar Hydro in the amount of \$41,866.97. Katie passed around the May's treasurer report from Paula Dill.

Katie updated the Board on the payroll printer for the payroll checks and there was no need to purchase a new one as there was one available for use.

Katie has presented the Board with a new signature card for payroll checks that needs to be updated with our new treasurer's name on it.

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Katie has reported that she has submitted a first report of injury to Primex for Parks and Rec for the Summer Park Program.

Edward Cherian has asked Alan for an update on the Unitil Street Lighting Project. Alan and Ed had a conference call on the street lighting with several other towns. Alan isn't sure that there is a short-term solution to the \$20,000.00 bill for 82 street lights that the Town pays for yearly. Alan does suggest that when we have the opportunity to switch out lamps on our own, to do it where there is a suitable connection to a town-owned building. Boscawen's cost compared to other towns and small cities in our comparable size our cost appears to be the highest. Alan has looked into the cost of replacement units and that cost would be \$1,600.00 a pole fitted with LED fixtures. It will be a long-term project to do it that way. The only other possibility is that Unitil works with the Public Utilities Commission to develop a rate plan that is designed for LED fixtures.

Dean Hollins Public Works Director presented the Board with the Water Samples Reading. One of the wells came back with higher levels than normal. Department of Environmental Services is requiring the Town to do a survey of the surrounding wells within 500 feet of that well. This requires the Town to have a contractor come in to complete the survey to report it to DES. There are no residential properties within 500 feet of this well.

The public Works department has begun to do the road side mowing and have been busy paving.

Chairman Mark Varney has inquired about applicants for the open positions and Dean mentioned that he has an interview coming up and will continue to take in applications until the positions are filled.

Lieutenant Jason Killary reported that the recent storm that came through the other this week knocked down several trees in Town.

Jason updated the Board on the fire at Crete's Pallets this afternoon. Several Towns were called in to help fight the fire. The fire caused significant lose to invaluable property. There are no reported injuries at this time.

Captain Mike Fisher attended the meeting for Fire Chief Ray Fisher while on vacation, Mike updated the Board on the accident on River Road. The accident involved four male teenagers one with critical injuries. Mike said that the Fire Chief said it was the type of accident that makes you want to retire.

Sarah Gerlack Human Services Administrator addressed the Board on a potential workforce candidate. The resident had recently received help from the Towns Human Services department and would like the opportunity repay the Town by doing a deep clean on the Town Hall. The Board approved the resident's request. Sarah also would like to run a coat drive this year with help from Hilda's Pantry Clothes Closet. This drive would help kids in our community obtain a new or gently

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used coat, hat and mittens. Sarah will be reaching out to business in the area to hold collections boxes. The Coat drive will run the whole month of September and there will be more information as it gets closer.

Mike updated them on the recent storm. The Fire Department responded to Route 3 with trees and power lines down. Route 3 was closed from both accesses. No one from the nursing home or prison could get in or out during this time. Today around 1:30pm they got a call for a fire at Crete's Pallets. The fire was 28 feet high. They were able to save the main building. Capital Area C-1 was in the area and took command of the scene. Three Boscawen Fire Fighters responded.

Public Hearing #1-

Chairman Mark Varney opened the public hearing for the Community Development Block Grant Proposed Project at 5:30pm. Informational packet were available

Community Development Block Grant funds are available to municipalities through the NH Community Development Finance Authority (CDFA). Up to \$500,000 annually is available for economic development, up to \$500,000 for public facility and housing projects, and up to \$350,000 for emergency activities. Up to \$12,000 is available per feasibility study grants. All projects must directly benefit a majority of low and moderate income persons.

This a proposed CDBG application to the Community Development Finance Authority for up to \$500,000 in Community Development Block Grant funds to be used for water system improvements at Woody Hollow Manufacture Housing Cooperative, a 30 unit manufactured housing park located at 100 Elm Street in Boscawen. The majority of the residences in the park are of low or moderate income.

This project conforms to Boscawen's Housing and Community Development Plan's Goal: Encourage municipal and private water and wastewater systems that are safe, sanitary and that meet DES regulations.

Chairman Mark Varney made a motion to close the public hearing at 5:34pm. Selectman Roger Sanborn seconded. All in favor.

Public Hearing #2-

Selectman Mark Varney opened the public hearing on Residential Anti Displacement and Relocation Assistance Plan at 5:35pm

The Plan states in general, that if the Town were to undertake a CDBG project which involved displacement and resulting in relocation they would follow the relocation requirements. For this project Woody Hollow Cooperation will require no relocation or displacement. They did state that there may be a few hours that the water may be turned off and they will alert the residents of the well

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in advance.

Chairman Mark Varney made a motion to close the public hearing at 5:39pm. Selectman Roger Sanborn seconded. All in favor.

Public Hearing #3-

Selectman Mark Varney opened the public hearing on the Proposed Housing and Community Development Plan at 5:40pm.

Discuss the proposed Housing and Community Development that outlines the short and long term goals for the Town last updated in April 2013. Proposed to re-adoption with no changes.

Selectmen vote to adopt the Housing and Community Development Plan.

Selectman Roger Sanborn made a motion to adopt the Housing and Community Development Plan. Selectman Edward Cherian seconded. All in favor.

Selectmen vote to adopt the Residential Anti Displacement and Relocation Assistance Plan.

Selectman Edward Cherian made a motion to adopt the Residential Anti Displacement and Relocation Assistance Plan. Selectman Roger Sanborn Seconded. All in Favor

Selectmen vote to approve the submittal of the application vote to authorize the Chairman, Board of Selectmen, to sign and submit the CDBG application, and upon approval of the CDBG application, authorize the Chairman, Board of Selectmen, to execute any documents which may be necessary to effectuate the CDBG contract, and any amendments thereto.

Chairman Mark Varney made a motion to close the public hearing at 5:45pm. Selectman Roger Sanborn seconded. All in favor.

Chairman Mark Varney made a motion to approve the nonpublic minutes #1 and #2, Selectman Roger Sanborn seconded. All in favor.

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

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

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

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Selectman Edward Cherian made a motion to adjourn the public meeting at 8pm. Chairman Mark Varney seconded. All in favor.

Respectfully submitted by Sarah Gerlack