

**Town of Boscawen**  
**Board of Selectmen**  
Boscawen Municipal Complex  
Final Meeting Minutes  
Wednesday, October 18, 2017 at 4:30pm  
Approved October 25, 2017

Present: Bernie Davis, Roger Sanborn, Katie Phelps, Kevin Wyman, Ray Fisher, Dean Hollins, Alan Hardy, Kellee Jo Easler, Michelle Brochu and Linda Chandonnet.

Excused: Chair Mark Varney and Nicole Hoyt.

Selectman Roger Sanborn opened the meeting at 4:39pm, led us in the Pledge of Allegiance and a moment of silence.

**Larissa Djuvelek-Ruggiero, Guest Speaker:** The first speaker passed around information pamphlets for the board to read and introduced herself as the Regional Mobility Manager at Mid-State Regional Coordinating Council (RCC) for community transportation. She is employed by Community Action Program at Merrimack Counties and CAP that is one of the lead agencies for the Mid-State RCC. The purpose for her visit is to raise awareness and encourage the collaboration at the regional level of Mid-State RCC. The goal is to improve mobility and access services by coordinating transportation services that offers all residents in the region particularly seniors and people with disabilities. Membership is free to join and requires the town to formalize the relationship by signing a memorandum of understanding (MOU). There are six meetings a year that are approximately an hour long. They encourage two members to attend these meetings. Director Alan Hardy asked her if she needs a motion from the town to be a member. She replied not at this time because she didn't give the bylaws and didn't expect it now, but hopes the Board would consider them the near future. It was discussed with the board they would wait until Chair Mark Varney returns.

**Michelle Brochu, Town Clerk:** The NH Division of Motor Vehicles implemented their Vision software and on October 11<sup>th</sup>. She reported that it went smoothly, however, the next day it went offline all morning because there was a problem. Mrs. Brochu informed the board that she will be out on Monday and asked if the office could be closed at 3:3pm to allow Nicole Hoyt to attend the Hazard Mitigation Meeting at 4:00pm. The board said that was ok. Michelle will update the website.

**Jared Reynolds, Guest Speaker:** Jared started two months ago as the Community & Economic Development Field Specialist with UNH Cooperative Extension and he is focused on Merrimack County. The team focus is on capacity building and identifying local leaders and helping with vision aide, economic planning, technical assistance, programming and training. He would like to hear from the Board what types of opportunities they see in Boscawen where he could get involved and support the community. Director Hardy replied that he does see opportunities down the road through planning and economic development that are in the stages of getting the committee reappointed, and Alan does see there would be a need for Jared's help.

**Katie Phelps, Accountant/Human Resources Director:** Mrs. Phelps read a letter to the Board from Court Appointed Special Advocates (CASA) of NH asking to be included in the 2018 budget.

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They train volunteer advocates to speak on behalf of children in courts and are looking for \$500.00 for 2018.

The 2018 Social Security Administration Cost of Living Adjustment (COLA) is 2% and she recommended the increase for the town with the Board's approval. Director Hardy stated SSA will always bring out a study in October and it's a very stable indicator, which is what the Board will wait to see in order to set the COLA. The Board has decided to wait for Chair Varney to be back for a decision to be made.

Mrs. Phelps presented the 2018 Primex rate updates. For Workers Compensation the member contribution will be \$26,280.00 which is a decrease of \$1,462.00 from 2017. Unemployment contribution will be \$2,282.00 which is a decrease of \$763.00 from 2017. Property and Liability is the only increase of \$122.00 and will be \$39,737.00.

**Kevin Wyman, Chief of Police:** Received notice from Penacook that they are having a meeting and are requesting an officer from Boscawen to be there to discuss issues with Boscawen Residents going into Penacook and causing problems.

Director Hardy asked Chief Wyman about 1 Corn Hill Road stating there's probably a land use violation there. A vehicle/trailer has been left in front of the house that's in rough shape and now has a broken axle. He stated someone who introduced himself as the owner made a commitment that it would be gone by today, but when he went by the location today it was still there. Chief Wyman replied that it has been parked all over the town and people are sleeping in it. It has no registration or serial numbers and now the axle has broken off so it cannot be hauled away. Director Hardy added because the unit has no serial numbers it cannot be determined what it is, as it looks like a park model trailer, not an RV and these are never intended to be mobile. They are made to go to a location and stay there. If it's a park model it does violate our zoning ordinance, so for now he will continue to work with Jason Killary to find out who the owner is. Selectman Sanborn asked if it could be loaded on a flat bed. Chief Wyman said all local tow companies know these people and refuse to do anything because they don't pay.

**Ray Fisher, Fire Chief:** Thursday, October 19<sup>th</sup> is Fire Prevention at the Boscawen Elementary School, from noon to 4:00pm that the Fire Department will be at doing different things with many grades.

**Dean Hollins, Public Works Director:** The guardrail on Eel Street was finished today and it looks good and will be ready for paving next spring. Selectman Davis asked about the paving at Jamie Welch Park. Mr. Hollins replied that he's meeting the paving company owner Thursday morning. Director Hardy asked if the water has been turned off at the park as Penny Sarcione has been working with Dr. Sam coordinating the race that's running out of there as a fundraiser on November 4<sup>th</sup>. After the race is done the building will be shut down.

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**Linda Chandonnet, Planning and Community Development:** Had no current updates at this time.

**Kellee Jo Easler, Planning and Community Development Assistant:** Had an Intent to Cut for Charlie Niebling at the town forest. Director Hardy added this is one of three or four cuts and gradually Mr. Niebling will manage it as they move around the forest. As part of this cut they are going to build a logging road to take the logs out for the future cuts. They will also work with the contractor to mark it and open the field to make it larger and nicer for the people who use it. When funds come in and the bill is paid there is a requirement to consult the Board of Selectmen on the uses of the money if beyond \$4,000.00. Mr. Gilmore is working with Mr. Niebling on the long term strategy and Conservation is asking Mr. Niebling to look at the Creaser-O'Day Parcel and map it and show us what is up there and what should be preserved and protected. Mr. Sanborn asked how much should be received from the cut. Director Hardy replied the high \$30,000.00 and that would be net.

Mrs. Easler requested overnight bank bags in case someone has to do a deposit and there's no one available it could be dropped off at Franklin Savings Bank and Citizens Bank. She had previously talked to Selectman Sanborn about this and he suggested it for clearance and liability reasons.

**MOTION: Selectman Sanborn made a motion to purchase overnight bank bags, seconded by Selectman Davis, all in favor, none opposed.**

**Kellee Jo Easler, Health Officer:** Mrs. Easler stated she has an order to vacate 2 Kesavan that's going into effect on Friday, October 20th at 5pm. Mrs. Easler and Director Hardy met with the property owner Tom Lyons today to discuss a demo permit for Lots #2, #4 and #9 and the shed out back. Director Hardy added there shouldn't be anyone living in lots #2 and #4.

**Alan Hardy, Planning and Community Development Director:** The Concord Planner was here last week looking for help on the Rail Trail and now they've decided not to apply for the Tiger Grant because Pan Am wouldn't support it.

Director Hardy stated there is a computer problem out call "KRACK" and for everyone to be careful on a public server if there's no security as they have a way to strip bank account numbers. He's checked on our security because we have new equipment and a new firewall installed. We will be shutting down the public WI-FI due to the vulnerability of this new computer problem and stay with just the secure server.

**MOTION: Selectman Davis made a motion to leave the public meeting at 5:15pm. Seconded by Selectman Sanborn, all in favor, none opposed.**

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**MOTION: To enter non-public session per RSA 91-A:3 II (b) made by Selectman Davis. Seconded by Selectman Sanborn, all in favor, none opposed.**

**MOTION: To exit non-public session per RSA 91-A:3 II (b) made by Selectman Davis. Seconded by Selectman Sanborn, all in favor, none opposed.**

**MOTION: To seal the Non-Public Session held under RSA 91-A:3, II (b) made by Selectman Davis. Seconded by Selectman Sanborn, all in favor, none opposed.**

**MOTION: To enter non-public session per RSA 91-A:3 II (c) made by Selectman Davis. Seconded by Selectman Sanborn, all in favor, none opposed.**

**MOTION: To exit non-public session per RSA 91-A:3 II (c) made by Selectman Davis. Seconded by Selectman Sanborn, all in favor, none opposed.**

**MOTION: To seal the Non-Public Session held under RSA 91-A:3, II (c) made by Selectman Davis. Seconded by Selectman Sanborn, all in favor, none opposed.**

**MOTION: To adjourn made by Selectman Davis. Seconded by Selectman Sanborn, all in favor, none opposed. The meeting ended at 5:47pm.**

**\*For unedited minutes please refer to The Town of Boscawen's Website**  
*Respectfully submitted by Linda Chandonnet*