

Town of Boscawen
Board of Selectmen
Boscawen Municipal Complex
Final Minutes
Wednesday, January 3, 2018 at 4:30pm

Present: Edward Cherian, Mark Varney, Roger Sanborn, Katie Phelps, Kevin Wyman, Ray Fisher, Dean Hollins, Kellee Jo Easler, Alan Hardy, Nicole Hoyt, Sarah Gerlack. Caroletta Alicea, David Collins, Richard Oberman.

Chair Mark Varney opened the meeting at 4:15pm, led us in the Pledge of Allegiance and a moment of silence.

State Representative Caroletta Alicea announced to the Board that she was able to take a trip down to Alabama for the election. She wanted to put her words into action and scheduled the trip with her grandson. While in Alabama, they knocked on doors and encouraged the residents to get out and vote. Caroletta shared that there were representatives and celebrities from all over the country. While in Alabama, she was able to take her grandson to the 16th Street Baptist Church and the Civil Rights Museum. It was both an educational and a historical adventure.

Next on her agenda was, Senate Bill 193; establishing Education Freedom Savings Accounts for Students, to attend the school of their choice. This was important to her as it had touched her family personally in this past year. She did receive calls in opposition, and her concern was that the money would come from the tax payers, however Rep. Alicea voted her conscience and voted in the affirmative. Ex Speaker Sean Jasper was honored by the Senate, Gene Chandler is the new Speaker.

A pipe burst in the entry way at the Merrimack Valley High School. The students were evacuated for a short time and there were no reported incidents due to the cold temperatures. The pipe has been repaired and is working properly at this time. She also shared that school board member Dee Blake would be retiring soon.

The Board asked Caroletta if she was aware of the financial error in the accounting for the Town of Boscawen's monthly payments to the MVSD. Boscawen's estimated amount for the support of the school district was set at \$379,647.45 as of June 1, 2017. The new estimated amount was set at \$344,733.63 as of November 28, 2017. A decrease of \$34,913.82, which the Board was quite pleased with. Unfortunately there was an accounting mistake that was detected by the Town's finance consultant. The district has concluded that it was an error and the new estimated amount is \$449,021.42. This is an increase of \$69,373.97 from the original estimated amount. Caroletta will speak to the district and ask a representative to come out to speak to the Board directly.

David Collins and Richard Oberman of Penacook Rescue Squad updated the Board on the funds requested from the Town of Boscawen for FY 2018. Dave started by sharing the number of calls PRS went on in 2017. Calls were up from 840 in 2016 to 887 in 2017. This number includes the MCNH and the correctional facility. As we heard from PRS back in August, volunteerism is almost non-existent. They have needed to hire more Licensed EMT per diems. As the PRS board has been crunching the numbers and estimating the increased need, the appropriation that they are requesting from Boscawen for FY 2017 is \$90,450. The requested appropriation from Canterbury is \$44,550. For a total of \$135,000.

This amount does not take into account the two ambulances, cardiac monitors that need replacing and the CPR devices that cost \$8,500. They continue to swap out each ambulance every month, and

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this had extended the life of the vehicles. These ambulances last 9-10 years and one of the two is 8 years old. When purchasing an ambulance 50% is paid up front and the rest is financed for 5 years. A new ambulance is \$190,000 new.

Patient billing continues to be an important variable. 100% of the billing that goes out only brings in between 50%-60%. Of the \$176,094 recovered there is \$80,000 - \$90,000 that is unrecovered revenue. Insurance companies are involved in deciding if the transport was necessary and when a second transport for re-admission is unacceptable. As well as Medicare capping off what can be charged to the patient and deceased patients without an estate having to be written off. This translates into free services from PRS.

The BOS requests a projection for FY 2019. Part of the issue with projecting for FY 2019 is that PRS has an April to March FY as opposed to the Town's January to December FY. PRS is considering changing this in the future, however they are projecting \$130,650 for 2019. The Board inquired as to the requested appropriation from PRS to Salisbury. PRS has not requested any amounts at this time. The Board would like to invite Salisbury to the brainstorming session between PRS, Boscawen, and Canterbury. This meeting will be scheduled in April after the year end for PRS.

Kevin Wyman, Police Department – The total cost for parts for the Police truck is \$1,100.00. They have to replace a small sensor that is near the gas tank. Kevin will report back about the cost for labor. The Humvee had an antifreeze leak that has been fixed. Steven Woodward from Boscawen is still considered a missing person. If you have any information on his whereabouts please call the Boscawen Police Station.

Ray Fisher, Volunteer Fire Department – The Fire Station had frozen pipes this week with the cold weather. Ray had the guys turn up the heat and the pipes defrosted.

Dean Hollins, Public Works Department – The Transfer Station Septic had frozen with the cold weather. The heat in the loader was not working and needed a replacement thermostat, the heat is now working. Public Works will be cleaning the fire hydrants for the impending storm to see if it will be functional for the Public Works staff to do, or will they need additional staff. The Board wants to invite the Water Precinct to next week's Board meeting to discuss the clearing of the Hydrants.

Kellee Jo Easler, Planning and Community Development - Kellee passed around a signup sheet for the department heads to sign to meet with Central NH Regional Planning on January 11, 2018.

Nicole Hoyt, Administration – Nicole received the 2018 Total Notice agreement, Total Notice is the company that we use to do our mortgage research for liens and deeds. \$15 per parcel, \$5 for additional properties that have a lien status. The resident will get charged this fee. Nicole contacted Northeast Doors to come in and fix the main entrance door panic bar as it has been stripped out and needs replacing. Nicole sent an email to everyone who signed up for the moderator's work-shop. There is still time to sign up if anyone changes their minds.

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MOTION- Chairman Mark Varney made a motion to continue the use of Total Notice for the 2018 year and authorize Nicole Hoyt to sign the document. Selectman Roger Sanborn seconded. All in favor.

Nicole informed the Board that -Cheryl Mitchell is training with Michelle and Michelle reports that she is doing great.

Sarah Gerlack, Welfare - With the weather below normal temperatures this week we have had many families calling into the Welfare Department for help with fuel and or emergency housing.

Katie Phelps, Finance - Katie presented the Board with a Trustees of the Trust Funds transfer for signature. Katie asked if all the department heads to get their 2017 bills to her by January 12, 2018.

MOTION - Chairman Mark Varney made a motion for the Trustee of the Trust Funds transfer \$6,014.15 from the 1913 Library Building Improvements Capital Reserve Fund to the General Fund to reimburse the General Fund for the following expenditures: #1.H&H Builders Materials for \$302.15, #2. H&H Builders Labor for \$5,712.00.Selectman Roger Sanborn seconded. All in favor.

Request appropriation for funds for Fiscal year 2018 from Penacook Community Center for \$5,700.00.

MOTION - Chairman Mark Varney made a motion to approve the inclusion of a Warrant Article for Penacook Community Center for the sum of \$5,700.00. Selectman Edward Cherian seconded. All in favor.

Request appropriation for funds for fiscal year 2018 from American Red Cross for \$1,786.00.

MOTION - Selectman Edward Cherian made a motion to approve the inclusion of a Warrant Article for American Red Cross for the sum of \$1,786.00. Selectman Roger Sanborn seconded. All in favor.

Request appropriation for funds for fiscal year 2018 from Historical Society for \$6,000.00.

MOTION - Chairman Mark Varney made a motion to approve the inclusion of a Warrant Article for The Historical Society for the sum of \$6,000.00. Selectman Edward Cherian seconded. All in favor.

Alan Hardy, Administration – The Town Hall heating system shut itself down twice this week. Alan is working on getting the low temp alarm installed. The 1913 Library system seems to be working well. There were no repairs made to the system they re-attached the pipe.

Budget Discussion

Public Works – There is not a lot of change with the Public Works budget for 2018. There is an increase in salaries with three Public Work employees that have hit their 10 year mark. The paving

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schedule for 2018 will include Goodhue Road topping at Lawrence and Welcome Avenue, Eel street, section of Corn Hill road and an expanded parking lot for the Municipal building. With the remaining funds we will have GMI do another mile of Corn Hill road .That will be coming from the Encumbrance money.

MOTION - Chairman Mark Varney made a motion to approve the 2018 Public Works budget.

Selectman Roger Sanborn seconded. All in favor.

Parks and Recreation- The maintenance and equipment line shows a decrease from \$10,000.00 in 2017 to \$2,500.00 in 2018. The reason is that the department encumbered \$7,500.00 so there is still the same amount of funds available. Part of the Park Program budget is the electrical work that will be done this year for \$13,000.00 that money, was also encumbered.

Motion - Chairman Mark Varney made a motion to approve the 2018 Parks and Recreation Budget. Selectman Roger Sanborn seconded. All in favor.

Tax Collector- Overall the Tax Collector budget stayed the same with a few minor changes. There is a 2% increase in salary and 3% decrease in Deputy Tax Collector Salary. The tax supplies went up by 22% and is used for the paper that is for billing. For an overall increase of 1%.

MOTION- Chairman Mark Varney made a motion to approve the 2018 Tax Collector budget. Selectmen Edward Cherian seconded. All in Favor.

Personnel Administration- Moving forward in 2018 all the Employee Health Insurance, Social Security, Workman's Compensation, Medicare and Retirement is moved to the Personnel Administration budget. The salary has a decrease of 10.28%. Katie Phelps is spending 12.5% of her time in the personnel roll. Overtime has an increase since Katie is an hourly employee and the previous employee was salary. Health Insurance for retirees and other is down 17.63% that included the health benefits for retirees and also includes one single policy and one family policy in the event that there is a benefit change. Life and Disability Insurance is down. In 2017 department heads were paying \$12 per person and \$6 for all others. Department heads are now paying \$10.50and \$5.25 for all others. There is still and \$800.00 credit balance for Unemployment Insurance so there is no need to budget for that in 2018.Workers Compensation is up 14.79% due to not having any credits left for 2018.

MOTION - Mark Varney made a motion to approve the 2018 Personnel Administration budget. Roger Sanborn seconded. All in favor.

MOTION - Chairman Mark Varney made a motion to go into non-public at 7:20pm. Selectman Roger Sanborn seconded. All in favor.

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MOTION - Chairman Mark Varney made a motion to come out of the non-public meeting at 7:25pm. Selectman Roger Sanborn seconded. All in favor

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

MOTION - Selectman Edward Cherian made a motion to adjourn the meeting at 7:25pm. Selectman Roger Sanborn seconded. All in favor.