

Boscawen Selectmen's Regular Session  
Final Meeting Minutes 12.28.2016  
Approved 1.4.2017

Present: Bernie Davis, Jr., Roger Sanborn, Mark Varney, Alan Hardy, Nicole Hoyt, Pamela Hardy, Kevin Wyman, Dean Hollins, and Kellee Jo Easler.

Michelle Brochu, Candace Haithwaite, and Ray Fisher were excused

Chairman Sanborn opened the meeting at 4:31PM, led us in the pledge of allegiance and a moment of silence.

At 4:34PM Selectman Davis motioned to open the Public Hearing for the All Veterans Property Tax Credit, seconded by Selectman Varney.

Planning and Community Development Assistant Kellee Jo Easler reviewed RSA 72:28-b regarding Veteran's property Tax Credit that would be available to residents and/or spouse. If adopted the credit would be \$100 and would need to be applied for. The Board adopted the RSA as a warrant article for Town Meeting. Applications will be available at the Town Office.

Chairman Sanborn motioned to close the Public Hearing, seconded by Selectman Davis.

**Board Action:** Selectman Varney moved to adopt RSA 72:28-b Veteran's property tax credit as a warrant article. Selectman Davis seconded the motion. All in favor, the motion was approved.

Accountant Pamela Hardy requested to roll over 40 hours of vacation time to 2017.

**Board Action:** Selectman Varney moved to allow Pamela Hardy to roll over 40 hours of vacation time. Chairman Sanborn seconded the motion. All in favor, the motion was approved.

Police Chief Kevin Wyman informed the Board of the Doris Jones Blood Drive which will be January 14<sup>th</sup> at the Town Hall and \$5 Dunkin Donuts gift cards will be given to all who donate blood. Public Works Director Dean Hollins will advertise it on the sign at the Transfer Station. Kevin indicated the Department had assisted with a police situation in Franklin earlier in the day.

Public Works Director Dean Hollins informed the Board that he filled the vacant position and the new hire will begin in two weeks. Dean indicated that one of the spreaders had a chain repaired. Co-Administrator Nicole Hoyt inquired about a phone call received today that the treasure house was closing. Dean confirmed it is not.

Planning and Community Development Assistant Kellee Jo Easler presented an Intent to Excavate from GMI for signature. Mary Pinkham, the gravel assessor, requested a new intent be filed due to the change in ownership. A warrant for the final excavation tax will be assessed to Coldbrook Gravel from April through October. She also presented a Land Use Change Tax for Selectmen's signature. Kellee informed the Board of an upcoming inspection of a single family home that is being occupied as a boarding house.

Nicole indicated a resident with an outstanding bill from the Transfer Station would be in by Friday to make a payment in full. Nicole also suggested a flat rate minimum read amount sewer bill for Marshall Firearms. Her recommendation includes the flat rate until a change of ownership or use.

**Board Action:** Selectman Varney moved to allow a flat rate fee to Marshall Firearms until a change of ownership or use. Selectman Davis seconded the motion. All in favor, the motion was approved.

Subsequently Nicole requested an abatement in the amount of \$139.68 for the property at 155 North Main St.

**Board Action:** Selectman Varney moved to abate \$139.68 because of a change to a flat rate fee. Selectman Davis seconded the motion. All in favor, the motion was approved.

Nicole requested an abatement for 3 Birch Street which had an incorrect meter read. The figures generated by the Water Precinct were in error. The current meter cannot be read remotely thus the precinct is charging a minimum fee until the new radio comes in. Nicole is requesting to abate \$77.76 since this is not the homeowner's issue.

**Board Action:** Chairman Sanborn moved to abate \$77.76 for incorrect billing for 3 Birch Street. Selectman Varney seconded the motion. All in favor, the motion was approved.

Discussion ensued regarding the Penacook Boscawen Water Precinct.

Co-Administrator Alan Hardy presented a letter from the State Fire Marshall's office about fireworks restrictions or ordinances. The letter indicates the decision should be made by the governing body. Alan will consult with Town Counsel about this ordinance request. Alan updated the Board with information about grants potentially available for the improvements to the Concord waste water treatment facility. He also let the Board know that Underwood Engineers is working on the sewer rate study so that we can determine what expenses will be borne by the Town as a whole and which will be borne by the sewer users.

**Impact Fees:** Alan requested that we use funds from impact fees to install a sound system in the conference room; \$5,050.61 is currently available in the Administrative Impact Fee Account. The system is similar to the one, (we paid for with impact fees funds), installed in the Boscawen Elementary School. It would be a modular system and will include speakers and microphones.

**Board Action:** Selectman Davis moved to allow funds from impact fees for a sound system for the conference room at the Town Offices. Selectman Varney seconded the motion. All in favor, the motion was approved.

Alan informed the Board about \$41,116.29 in the school budget for debt reduction; Alan indicated that Nicole was working with the school administration on the matter. He also indicated there is \$8,661.67 in impact fees from roads, (new work) and Dean is working on a proposal for a new drainage system. Public safety has \$4,011.23 and Police Chief Kevin Wyman would like to purchase a new radio and he will get a quote for next week. Dean has asked to encumber \$23,772.49 from account #2020.01, \$119,509.74, from account #4312463 and \$24,314.60 from account #4312610 for 2017 paving projects.

**Board Action:** Chairman Sanborn moved to encumber funds for paving projects. Selectman Varney seconded the motion. All in favor, the motion was approved.

Nicole informed the Board that Dave Collins from Penacook Rescue will address the Board at next week's meeting.

The Selectmen questioned the membership fee for NFPA in the amount of \$175. Alan indicated that both he and Fire Chief Ray Fisher have memberships. The Board agreed they didn't need to spend the additional money on memberships for themselves.

Selectman Varney inquired about encumbering money from the Parks and Recreation budget. Alan requested encumbering up to \$7,758.56 for improvements to the Dorval House. Nicole will secure the quote from Jackson Lumber and Millwork for new windows.

**Board Action:** Selectman Varney moved to encumber the year-end balance of general ledger account #4520690, up to the amount of \$7,758.56 for planned repairs to the Dorval House. Selectman Davis seconded the motion. All in favor, the motion was approved.

Alan requested to roll over 40 hours of vacation time to 2017.

**Board Action:** Selectman Varney moved to allow Alan Hardy to roll over 40 hours of vacation time. Chairman Sanborn seconded the motion. All in favor, the motion was approved.

Selectman Varney would like more information about the NHMA Town Meeting Workshop to include the moderators. Nicole will bring more information to the next Board meeting. She will send the information to the Moderators and Selectman Varney would also like to be added.

Accountant Pam Hardy passed out an Accounting, Auditing and Financial Reporting policy to the selectmen for their review. This was a new policy created this year. Pam also gave the Selectmen the Credit Card policy, Investment policy and Ethics policy for the selectmen's annual review. All were initialed and approved.

Chairman Sanborn moved to a non-public session at 6:15PM, seconded by Selectman Davis. All in favor. The motion was approved.

Upon exiting non-public session, there being no further business, Chairman Sanborn moved to seal the non-public minutes and to adjourn at the meeting at 7:30PM, seconded by Selectman Davis. All in favor, the motion was approved.

*Respectfully Submitted by Candace Haithwaite*