

Boscawen Selectmen's Regular Session
Final Meeting Minutes 02.22.2017

Present: Roger W. Sanborn, Bernard O. Davis, Jr., Mark E. Varney, Alan Hardy, Dean Hollins, Ray Fisher, Nicole Hoyt, Katie Phelps, Pamela Hardy.

Excused: Chief Kevin Wyman, Kellee Jo Easler

Chairman Sanborn opened the meeting at 4:30 PM.

Chairman Sanborn led the pledge of allegiance and a moment of silence.

Minutes: The Minutes were reviewed from both 2.8.17 and 2.15.17. A correction was noted on the 4th line down of page 1 of the 2.8.17 Minutes. There is an extra "they". A **motion** to accept the Minutes from 2.8.17 and 2.15.17 with corrections noted was made by Selectmen Varney, seconded by Selectmen Davis and passed by a unanimous vote.

Co-Administrator Nicole Hoyt started a discussion regarding the non-public Minutes. The Minutes were reviewed by the Board of Selectmen. A **motion** to approve the non-public Minutes from 2.15.17 #1 and #2 was made by Bernie, seconded by and passed by a unanimous vote.

Board Discussion: Nicole sent out an email to Carol and Peter of the Water Precinct requesting information and a meeting with the Commissioners. Mark asked why the water precinct didn't get the numbers in on time. Nicole is still waiting for them. It has affected the whole tax process. The lien notices went out today but the 2016 fourth quarter sewer bills were not included and it will affect the town for the next 2 years. That amount won't be lienied until 2018. They will be behind for quite a while. Mark asked if instead of sending a letter to Peter could a letter be sent to the commission to request they come in to meet. Roger asked to have the letter explain what was just discussed here. Co-Administrator Alan Hardy said that the information in the letter should be clear as to what the problem is. Alan noted that they may have deeding problems. Mark noted that if Nicole would like, the BOS could sign the letter. Roger feels that it is important that it be done in a timely fashion. Alan asked if Avitar had a software solution. Mark thought that was going to be researched. Nicole believes they have that. Nicole said unless they install sewer meters they have to get their billing information from the precinct. Alan said they could do a flat rate without meters. Alan asked Dean Hollins if any other municipality used sewer meters. Dean said there are some but it is expensive to install. Alan said this could have been averted a long time ago because it was discussed that the precinct use the Avitar software.

Mark asked about the trustees of the church and if they would be coming in. Alan said he hadn't heard anything yet from his contact.

Town Report Update: Nicole stated that the Town Report went off to the printer yesterday and a draft is forthcoming. Mark asked when it will go onto the website. Nicole said as soon as the printed copies are here. Alan said when the print copy comes in they will post it. Mark asked when the print copy will be back for distribution. Nicole said they have to be back a week before town meeting. Bernie asked if they ordered less reports than last year. Nicole said they ordered 450 reports, the same as last year. Mark asked if they had taken them up to the nursing home in the past. Nicole said they hadn't done that in the past.

Administration/Human Services: Pam Hardy reported on the audit. It is going well. The auditors plan to be out no later than Friday. The information was sent to them prior to their coming here. Pam saw 3 welfare clients today.

Police: Co-Administrator Nicole Hoyt noted that Kevin Wyman was excused but said if there were any questions, leave them with Nicole for response.

Roger said there was a question regarding a check made to Grappone's for a 2016 Ford Explorer. Why wasn't it covered under the warrantee? Mark said the invoice noted that it was for the right side locking hub. Dean Hollins said it was for his department, not the Police Department. Roger asked why it wasn't covered. Dean said due to mileage. Dean noted it was for his one-ton truck which is a F550.

Public Works: Dean Hollins reported that they have been plowing snow and making equipment repairs. They spent the day down at the tannery site doing drill testing. The goal was to strike water so they could do a sample. Until the samples are returned nothing is known. They did find ash and coal but nothing other than that. They will be back at a later date to finish the samples.

Fire: Fire Chief Ray Fisher reported that Engine 1 is back and repaired. They took the Forestry 1 over to Valley Fire yesterday and they will put a manifold on to allow them to draft. They have a new plastic tank in the unit. The manifold for the drafting will not cost that much. They had a speaker Monday night from APF that was knowledgeable. The Salisbury and Webster groups were there.

Assessing/Finance Clerk: Katie Phelps wanted to thank Nicole Hoyt and Rhoda Hardy for working so hard on the Town Report this year.

Tax Collector: Co-Administrator Nicole Hoyt reported that she received a letter from Paul Deboux from the Trappers addressed to the selectmen. The letter was read into the record. It basically states that they have used the town hall for their monthly meetings for a very long time. They had a copy of the old key for years and kept it safe. They cannot get someone to the office before closing to get the key. They would like a copy of the key or they would be willing to buy a lock box that had a code to put the key in. Bernie asked how often they use it. Nicole said monthly. Fire Chief Ray Fisher said that the Trapper that lives in town is home during the day. Alan asked if it was their existing contact. Dean said yes. Roger said he had a key that he could make available to them. Mark said that they need to verify that the town hall was cleaned satisfactory. Alan said that the lock box/Knox box is not the answer. They could do a Knox box for fire but the key wouldn't be allowed out. His biggest problem is that there was too many keys out before. Mark said no he didn't want to give them a key. Bernie said they could call him to go down and open it up for them. Alan said if that was offered as a solution they would find out whether the Trappers accept that or not. Nicole wanted to verify - the key needs to be picked up at town hall or is she offering to have Bernie or Roger be called. Roger said yes. They need some accountability.

Nicole has an appointment letter for Ed Cherian to continue with the Zoning Board of Adjustment. Bernie asked if he was new. Alan said no he's been with the ZBA for a while. The BOS signed the appointment.

Nicole also said lien notices went out today which begins their process of getting things done earlier in the year so that in 2 years they can be deeding properties prior to April 1st. The total outstanding liens for 2016 is \$261,141.30. Roger asked how that compared to other years. Nicole felt it was down a bit. Bernie asked how many properties that represented. Nicole was not sure.

Planning & Community Development/Assistant: Co-Administrator Alan Hardy reported. Mr. Hass made another filing to the Court but he couldn't read it so he didn't copy it to the BOS. Mr. Hass is challenging the right to tax. Upton Hatfield is intending to file an order to dismiss. Nicole noted that Mr. Hass' notice for lien has gone out.

Alan asked the BOS if they had heard about FirstNet. It is a broadband network. This is a nationwide communication system. They are looking for places for towers. He checked with Central NH today and they have not had a new tower location. Alan's not sure what the town has for high ground. He will bring FirstNet up to speed on the process for telecommunication towers in Boscawen. Roger asked what the distance is that the towers can travel. Alan said it depends on the tower and depends on the spectrum.

Alan asked the BOS last week about Five Rivers using the parking at the old town office parking lot. Five Rivers has decided that is not enough parking. They are asking if they can use the Town Hall parking lot. Alan didn't do that because it is not town property. He'd like to know what the BOS would like to do. Nicole asked when the date was and is there something going on at town hall? Alan said they also asked about using the bathrooms in town hall. Nicole asked if they couldn't use the Keegan's facilities. Alan said Five Rivers will shuttle them from the Keegan's back to town hall. Roger asked if it was just for one day. Alan said yes, in April. Roger asked if tours were being given. Alan asked if the BOS wants to commit someone else's property. Fire Chief Ray Fisher felt that if they aren't using the town hall then the bathrooms aren't available. Mark said they had discussed the parking and they said last week that the Title One group could use it. The bathrooms weren't discussed at the last meeting but the April 23rd date was discussed for the event. Alan said they would like the bathrooms and want to use the parking. Bernie thinks they should talk with the church. Mark asked Alan if he already said they could use the bathrooms. Alan said yes. Nicole will check the April 23rd date to see if there is anything in the town hall. Roger asked how many people they anticipated being there. Alan said as many as 60. Roger asked about the port-o-pots at the park – are they in yet? Alan said they go in around May. Bernie said they would need the port-o-pots at the Keegan's property. Pam asked who would pay for the port-o-potty's. Nicole checked the date and April 23rd lands on a Sunday so they can't use it. Alan will let them know.

ISO was given to Roger by Fire Chief Ray Fisher about fire hydrants testing. He didn't know if they wanted to keep that information in the office.

Bernie wanted to discuss the Town Hall. Last week, a renter used the town hall for a family event and the trash wasn't empty, the men's toilet wasn't flushed and the floor wasn't swept. The next group swept the floor, etc. Bernie felt that they should do away with recycling. That just creates a mess. If they just had trash cans it may solve some problems. Nicole doesn't know if the renter was or wasn't given any information. Bernie said the Friends Program went in there and didn't clean it either. Nicole said they share the cost of the dumpster outside with the Church 50/50. There is no alcohol allowed at the Town Hall. Alan said that for a period of time someone should go in after every event and inspect the facility. Mark said when they came to pick up the key they can be verbally given the instructions. Bernie said this time of year the floor should also be mopped. Mark said to notate in the rules "no alcoholic beverages". Nicole asked if the church was trying to recycle. They can be asked to remove the recycling on a weekly basis. Bernie said there is nothing in the refrigerator now except condiments.

Mark wants to start thinking about the employee evaluation process, after town meeting is through.

Bernie asked about the new hire. Nicole said they should be moving on it shortly. She needs to make phone calls and schedule interviews. Mark asked if they did a background/criminal records check. Nicole said yes.

Non-Public session: A **motion** to go into non-public session was made by Mark, seconded by Bernie and passed by a unanimous vote.

A **motion** to leave non-public session was made by Mark, seconded by Bernie and passed by a unanimous vote.

A **motion** to seal the non-public session was made by Mark, seconded by Bernie and passed by a unanimous vote.

A **motion** to adjourn the meeting at 5:30 pm was made by Mark, seconded by Bernie and passed by a unanimous vote.

Respectfully submitted by Rose M. Fife