

**Town of Boscawen**  
**HAZARD MITIGATION COMMITTEE**

**Boscawen Municipal Complex**

**FINAL MEETING MINUTES**

**Tuesday, March 15, 2022, at 1:30 PM**

Attendance: Tim Kenney—Fire Chief; Sarah Gerlack—Community Services Director; Gary Moore—Facilities Director; Katie Phelps—Town Administrator; Kearsten O’Brien—Deputy Planning & Community Development Director; Kara Gallagher—Planning and Community Development Clerk; Dean Hollins—Public Works Director; Lorrie Carey—Select Board Chair; Stephanie Alexander—CNHRPC Senior Planner and Hazard Mitigation Program Manager

Deputy Planning and Community Development Director Kearsten O’Brien opened the Hazard Mitigation meeting at 1:30PM.

Deputy O’Brien completed roll call.

**Minutes:**

**Tim Kenney motioned to accept the draft minutes as written. Seconded by Katie Phelps. All in favor. None opposed.**

**Agenda:**

Stephanie Alexander went over the agenda and discussed what she would like to accomplish for this meeting.

**Active and Ongoing Action Status:**

Ms. Alexander asked the Committee to take out the Active and Ongoing Action Status Spreadsheet. She stated there are now 12 Actions to look at:

- #48-Deputy O’Brien stated that this is something she will be working on with Matt Monahan from CNHRPC this coming year for 2023-2024 Planning Updates.
- #50-Deputy O’Brien said this will be worked on quarterly with the Planning Board starting in April. If the Planning Board has a light agenda it will be filled with working on the Master Plan.
- #56-Demoing manufactured homes costs the town too much money. That cost will be the responsibility of the park owner. This pertains to manufactured homes older than 2006.
- #58-79E was passed at Town Meeting. Deputy O’Brien explained this process to the Committee.
- #30-The generator passed at Town Meeting. Facilities Director Gary Moore said the first step will be to research for grant money and to get an approval for 50% of the cost. The next step will be to have a study done, which will be about \$10,000. A plan will be

created with schematics for the electrical wiring and equipment, which will then go out for bid. Once that is complete, the system will be installed. Facilities Director Moore said it will be a 100kw generator to power the Municipal Building and Police Station. He hopes to have the generator installed this year.

- #59-Public Works Director Dean Hollins stated that there has been no change. Money is continuing to be raised every year. Contributing more money to the Capital Reserve was passed at Town Meeting. PW Director Hollins stated that Facilities Director Moore was able to get the property surveyed to find out where the property boundaries were.
- #41-PW Director Hollins said there has been no progress since the last meeting. He hopes to have this completed before next plow season.
- #60-Facilities Director Moore said the lightning rod system was passed at Town Meeting. The company has been contacted and he is waiting on approval from the Select Board. Once that is obtained he will proceed with the project. Installation of the lightning rod is expected to begin within the next 8 weeks.
- #62-See above #30. The two are related.
- #63-Town Administrator Katie Phelps said she wasn't sure who had been appointed after Alan Hardy had retired. She said she was not appointed as his replacement. Ms. Alexander offered to forward information that Alan Hardy had given her to Town Administrator Phelps.
- #34-Deputy O'Brien said this is ongoing. Public Works does brush clean up and picks up fallen limbs every spring. Information is kept in the library, and given out when a Building Permit is pulled.

### **Repository System:**

Ms. Alexander reminded the Committee that they had wanted to try a repository system for documented severe weather events that had impacted the town. Ms. Alexander asked Deputy O'Brien if she had emailed the department heads asking for their documentation on severe weather. Deputy O'Brien stated she had put a reminder in every department heads' calendar to remind them to send the documents in. She had received feedback from Fire Chief Kenney and PW Director Hollins of fallen trees and wires. Deputy O'Brien will forward these emails to Ms. Alexander. Deputy O'Brien stated there had been no major events for 2021.

Ms. Alexander suggested putting a form on the town website for residents or town employees to fill out. There needs to be a disclaimer that this is only to collect information for the Hazard Mitigation Committee. If there is an immediate problem to contact the appropriate departments. Ms. Alexander mentioned this would mostly be for the use of department heads. Deputy O'Brien stated it would not be necessary to put this on the website unless there is resident access.

### **Extreme Weather Event Survey:**

Ms. Alexander reviewed what the survey was for. She stated she had received 44 surveys for 2021 and had reviewed them. She said most of the feedback that was received were known trouble spots that the town dealt with on a regular basis. Ms. Alexander asked the Committee if reopening and advertising the survey would be beneficial for 2022. Deputy O'Brien decided to

try sharing the survey again. Fire Chief Kenney said he would share it to the Fire Department's Facebook page.

### **Critical Community and Facility Vulnerability Assessment:**

Ms. Alexander reviewed the assessment. She wanted to review each table to see if any information had changed. Deputy O'Brien stated there will be a revaluation to the town in 2023, so all figures will most likely change.

### **Essential Facilities:**

- Ms. Alexander confirmed that there were no changes to any of the current facilities names; no new facilities were built or removed.
- Fire Chief Kenney said the replacement cost of the Fire Station that will meet current standards has changed from \$229,000 to \$2-5 million after having a study done.
- The Public Library is included within the Municipal Complex.
- Town Administrator Phelps said to add (603) to all phone numbers.
- Deputy O'Brien said to change the Emergency Management Office's phone number from (603) 753-9188 to (603)-892-5168.
- Penacook Rescue Torrent Station is listed twice.

### **Problem Statements:**

- #1-Remove Municipal Building from list.
- #2-No change.
- #3-Fixing the roof at the Torrent Building was passed at Town Meeting to stop water damage. Working on the other parts.
- #4-The Town owns the Water Precinct Building and land. The Precinct is a separate entity.
- #5-This will be resolved if the grant is approved. Facilities Director Moore will be applying for this soon.
- #6-Ms. Alexander asked if this was feasible. Deputy O'Brien said a new Safety Complex will need taxpayer support for funding and a new location.
- #7-Most earthquakes in this area won't cause any damage.
- #8-**New:** The roof has collapsed at the Walker Pond Pump House. There is 8 feet of water in the building. The Conservation Commission has purchased the land around Walker Pond. The Pump House needs to come down.
- #9-**New:** Cameras will be installed in all municipal buildings.
- #10-**New:** The steps at the Police Department need to be replaced. An estimate is coming.
- #11-**New:** Town will be purchasing the Walker Pond Dam.

### **Utilities:**

- No representative for Water precinct. Deputy O'Brien will ask at their next meeting.
- Deputy O'Brien will get back to Ms. Alexander.

- **New:** When the King Street Redevelopment happens, underground utilities should be researched.

*Problem Statements:*

- No changes.

**Dams:**

- The Tannery Brook Dam doesn't exist as of 2018.
- The Town will be purchasing Walker Pond Dam.
- Beaver Dams were not an issue in 2021-2022. Could potentially be an issue in the future.

*Problem Statements:*

- No changes.

**Bridges:**

- Route 4 over Commercial Street/River Road-The State did work on this.

*Problem Statements:*

- No changes.

**Shelters, Schools, Medical Facilities:**

- The Fire Station is not a shelter. Remove from this list.
- The Town Hall cannot be used currently. Remove from this list.
- Boscawen Elementary School is a full Red Cross facility (full kitchen, generator, showers, and beds).

*Problem Statements:*

- In 2018, the Town did not have a full shelter. This has been completed.

**Vulnerable Populations:**

- Add Community Bridges.
- Remove Kesavan Mobile Home Park. Add Villa Brasi Lane Modular Duplex (8-1 bedroom units).
- Add Homestead Inn Rehabilitation. Deputy O'Brien will find out how many beds and send to Ms. Alexander.
- Remove Community Alcohol Information Program. Add Headrest (Sober Living-12 residents).

*Problem Statements:*

- No changes.

**Economic Assets:**

- Remove National Lumber. Add Kentek (Laser Company).
- Remove Raymond Steenbeke Trust. Add a retail rental property. Deputy O'Brien will find the name of the company and send to Ms. Alexander.
- Remove Kapelli's. Add Black Forest Nursery (two separate properties/addresses for BFN).
- Add Robert Dudley Excavation at 8 Daniel Webster Highway.
- Deputy O'Brien will send Ms. Alexander a list of the gravel pits in town.
- Remove Davis and Sons Auto Body.
- Remove Boscawen Office Rentals.
- Deputy O'Brien will email Ms. Alexander any other changes with a new list.

*Problem Statements:*

- #1-Add Queen Street for potential traffic reroute. Maybe Commercial Street/River Road as a detour once the road is reopened.
- #5-North of upper Queen Street has no detour around King Street.

Ms. Alexander asked the Committee if they would like to finish the rest of the table, or if the meeting should reconvene in June. Deputy O'Brien said the Committee would like to reconvene in June. Ms. Alexander would like to pick up where the Committee left off in the Economic Assets table.

The next meeting is scheduled for Tuesday June 7<sup>th</sup>, 2022 at 1:30.

**Tim Kenney motioned to adjourn. Seconded by Katie Phelps. All in favor. None opposed.**

*Respectfully Submitted by Kara Gallagher*