

**Town of Boscawen
Beautification Committee
116 North Main St
FINAL MEETING MINUTES
Wednesday, November 2nd, 2022, at 4:30 PM**

Members Present: Chair John Keegan, Jeff Abbe, Beverly Drouin & Nancy Towle

Absent: Paul Dickey-Ex Officio

Chair John Keegan opened the public meeting at 4:30 PM.

Roll Call: completed and no guests.

Minutes: Chair Keegan requested one change, line 55, change ‘valid lighting’ to ‘bollard lighting’.

Mr. Jeff Abbe motioned to approve the Beautification Minutes of 07.25.22 as amended. Seconded by Ms. Beverly Drouin. All in favor. None Opposed.

Financial Report:

Ms. Drouin motioned to approve the Treasurer Report through 10.31.2022 as presented. Seconded by Mr. Abbe. All in favor. None opposed.

Old Business: *Gazebo Project:* Chair Keegan opened discussion about the Gazebo project financials. The Committee has monetary income from the Town that is publically accounted for with periodic reports. In addition, donations and labor are contributed by individuals and organizations. Chair Keegan stated that, as a public entity, the Committee should maintain a public record of the value and sources of this support for the town’s beautification and thank the benefactors publically, when appropriate. The Committee should respect the wishes of anonymous donors as well. The benefits of this approach include: demonstrating to potential donors that the Committee has generated resources from multiple benefactors which can instill confidence in the Committee’s work. In addition, the doner can use the Committee’s recognition to demonstrate to customers and competitors their civic contributions. Also, if the organization or individual so chooses they can receive a tax right-off from the town for the value of their donation. This might also enable the Committee to seek ‘matching’ support from funders. Chair Keegan proposed setting up a reporting system that would identify the donation type and value.

Ms. Towle stated the donor for the Gazebo Project requested to remain anonymous and not be sent a ‘thank you letter’. Chair Keegan agreed to respect their wishes. He inquired about the vendor, Tuxedo Painting. The Gazebo project cost was \$1,000 for labor and materials. They will receive a ‘thank you’. Ms. Towle stated the flowers, decorations and labor were donated by Black Forest Nursery (BFN). Chair Keegan asked the value. Ms. Towle will research the amount and update Chair Keegan. Ms. Drouin will write a ‘thank you’ letter to Ms. Suzanne Towle at BFN.

Ms. Towle would like the Committee to have a presence in the Newsvine. Among other things, the Committee could highlight all of BFN's donations. Chair Keegan also suggested on the Town Facebook page at minimum. No further discussion.

Power Wash: Ms. Towle's son-in-law, Mr. Tom LeClair owns a power washing business. She spoke to him removing the markings on the cement walks and pavement at the town office. He volunteered to power wash the sidewalks and parking lot for free. Ms. Towle will research the value of this donation for the Committee's records. Ms. Drouin will draft a 'Thank You' letter on behalf of the Committee.

Circle Update: Mr. Abbe gave an update on the Roundabout. He and Chair Keegan 'drained the waterline' from Fisher Ave to the roundabout. It is now winterized. Chair Keegan suggested the Committee pick a day to weed the Roundabout before winter it snows. He reported there is significant moisture in the mulch and soil which facilitates weeding now. He also noted they will need to refresh some of the mulch next year. When it gets closer to spring, Mr. Abbe will ask Joe Colby for another mulch donation. Right now, there are 4 truckloads of mulch on the Circle. It is about 4" to 6" inches deep in some places. Ms. Towle questioned the need to add mulch given its current depth. The issue will be reevaluated in the spring. Ms. Towle suggested sprinkling lime just before it rains around the annuals in the spring. They like sweet soil and would benefit. Mr. Abbe will review the bulbs and mulch in the spring.

Maintenance Record: Chair Keegan and Mr. Abbe worked on a Roundabout Maintenance Record (See Attached). He asked the members to review the format and information reported and provide feedback to make the report as useful as possible. Chair Keegan would like to update the record yearly. Discussion ensued. Mr. Abbe will send Deputy PCD Director Kearsten O'Brien pictures of the plantings and the water installation. Chair Keegan suggested finalizing the report 2023 format at the next meeting.

Work Feedback: Chair Keegan asked members what, if any, feedback they've received from the general public on the Committee's beautification's efforts. To date the overwhelming feedback has been positive. Positive feedback has included the roundabout, gazebo, garden at the town office entrance and the trough at the 1913 library. Chair Keegan noted public feedback is important because it provides support for the Committee's future projects. Ms. Drouin reviewed the Town's official Facebook site. The Committee's poster went up in January of 2021. Ms. Drouin stated the following weren't included: the new garden, police department plantings, library, or gazebo. Ms. Drouin will update the poster and contact Kearsten O'Brien about increasing the offerings.

Funding: Mr. Abbe asked if there has been any donations from the public. He had distributed flyers to businesses on Main St. Chair Keegan has not received any responses. No further discussion.

New Business: Chair Keegan presented a quote for sprinkler heads, not drip irrigation. The system would take in the garden and green space on the south side of the town office, the area west of the building to North Main St including the flag pole, gazebo and the area around the granite sign including the trees. It would include the lilacs at the west end of the building and the

green space/trees between the parking lot and Jackson St. The quote is \$7,300. Separate is a \$1,800 quote for plumbing which would include a back flow preventer, hooking up to the building's existing water supply and an outside connection for the irrigation system. The line out would go through one of the closed windows at ground level. The third quote for \$1,800 is for excavation to cross the asphalt. Chair Keegan is working with Public Works Director Dean Hollins to determine his cost and availability to do this excavation and the sleeve installation. One outstanding item is excavation under the cement walkway on the southwest corner of the town office building. Chair Keegan has received only this quote. The Committee discussed finding more vendor quotes. Chair Keegan will reach out to Doug Thomson and contact Suzanne @BFN about plumbers and irrigators.

Mr. Abbe asked why these costs wouldn't be at the town's expense. Chair Keegan responded that it falls under our Committee's mission at this point. Our challenge will be to raise the funding as we did for the Roundabout.

Ms. Drouin raised the widening of King St. At the last meeting, the Chair was to find out if widening King St. would impact Ms. Towle's gardening at the intersection. If it did, then we need to know if NHDOT would finance and install the irrigation.

Chair Keegan spoke with the District Engineer who stated there are no plans he is aware of that would impact the intersection. However, he will double check. To date there has not been a response. Chair Keegan reported the District Engineer noted that if it does impact the intersection, then there would be significant work on the topography, meaning a lot of excavation. He also mentioned there were certain areas where cable and electrical lines are buried which would be off limits for any excavation. Chair Keegan explained to him that tentatively this Committee is looking at tapping the Precinct line that feeds a hydrant near the crest of the hill on N Main St. From there the line would come down to the south edge of the first traffic lane and a spigot installed. Discussion ensued. Chair Keegan will reach out to Bill Murphy to determine the end point of the line feeding the hydrant on N Main St. Chair Keegan also requested a copy of the 'as built' NHDOT plans for the Route 3 and 4 intersection. These plans have not been received to date.

Ms. Towle mentioned power washing the Boscawen Municipal Granite sign. Chair Keegan had previously mentioned using a D2 product to clean it. Chair Keegan noted that at this point he would like to focus on the two major projects under discussion and defer discussion on the sign to a later time.

Chair Keegan noted that in addition to the projects at hand we will need to discuss recruiting new Committee members.

The Committee decided to hold the next meeting in January of 2023. Specific date to be determined.

Pending Tasks:

- Ms. Drouin will write 'Thank You' letters to Ms. Suzanne Towle and Mr. Tom LeClair.

- Ms. Drouin will take a picture of the gazebo and talk to Deputy PCD Director O'Brien about having a presence on the Town Facebook page.
- Ms. Drouin will review the articles she wrote for the Newsvine and resend it in for the November edition. She will write a December article featuring the Gazebo.
- Mr. Keegan will reach out to Doug Tomson, Bill Murphy and continue work on the town office irrigation project.
- Mr. Keegan will continue working with NHDOT on the Rts. 3 & 4 intersection.
- Mr. Abbe will maintain the Roundabout.

Next Meeting:

TBD

Adjournment:

Motion to adjourn by Ms. Drouin @5:30pm; Seconded by Mr. Abbe. All in favor. None opposed.

Respectfully submitted, Hannah Gardner