

**Town of Boscawen  
Circle Committee  
MEETING MINUTES  
Monday, June 7<sup>th</sup>, 2021, at 7:00 PM**

Members Present: John Keegan, Chairman, Julie Fournier-Vice Chair & Beverly Drouin & Jeff Abbe

Excused: Ex Officio-Paul Dickey

Others Present: Hannah Gardner- Recording Secretary

Chair John Keegan opened the public meeting at 7:00 P.M.

Chair Keegan read off the Covid-19 Public Meeting Notice of Telephonic Meetings, which reads as follows: In light of the state of emergency declared by the Governor on March 13, 2020, and to respond to the COVID-19 pandemic, the chair has determined that an emergency exists and that accordingly, until further notice, (a) members of the board may attend all board meetings telephonically, without the physical presence of a quorum; and (b) members of the public who wish to participate in hearings may, on request, participate telephonically or submit comments in writing to be included in the record of the hearing.

**Roll Call:** completed; no guests were introduced.

**Draft Minutes:** Motion made by Ms. Beverly Drouin to accept the 05.03.21 minutes as amended. Seconded by Mr. Jeff Abbe. All in favor. None opposed.

- Ms. Julie Fournier requested one change, line 38, take out “to” after “Bill Murphy”.
- Ms. Fournier requested one change, line 45, and change “or” to “to”.
- Ms. Fournier requested one change, line 55, and change “and” to “in”.
- Ms. Fournier requested one change, line 57, and add “with” before “Alan Hardy”.
- Ms. Fournier requested one change, line 74, and change “tit” to “it”.
- Ms. Fournier requested one change, line 122-123, strike through sentences, redundancy.

**Accountant Report:** Motion made by Ms. Fournier to accept the financial report through 06.07.21 as presented. Seconded by Ms. Drouin. All in favor. None Opposed.

- Ms. Fournier asked if GMI and the Water Precinct costs are reflected in the financial report. Chair Keegan said no because GMI donated the topsoil. At this point, the PBWP has not billed the Town. The Water Commissioners are meeting tomorrow night at which they may act on the billing.

**Old Business:**

- **Activity Update:** Chair Keegan reported everything is going smoothly so far. The irrigation system is working. Ms. Drouin sent Chair Keegan pictures to include in the report he will send to the NHDOT District Engineer. Mr. Abbe has put the irrigation system instructions in a plastic bag with the timer.

- Mr. Abbe asked if there is an agreement with Mr. Thompson for draining the irrigation system in the fall. Chair Keegan said no, it will be done by Public Works. The Town has the equipment to do it. Mr. Thompson is available to help if something comes up. The water is on from noon to 1pm. It's pumping at a rate of 2 gallons per minute or 120 gallons an hour.
- Ms. Fournier asked if she could pull out the stakes in the Circle. She thinks it would look a lot better without them. All agreed and Mr. Abbe volunteered to do so tomorrow.

#### **Pending Tasks:**

- Ms. Drouin will write the 'Thank You' notes to Dean Hollins, Bill Murphy, and Doug Thompson. She will send them to Chair Keegan to finalize.
- Chair Keegan needs to get two of the meters and the backflow preventer enclosure keys from the PBWP. Alan Hardy and Doug Thompson will each have a key.
- Chair Keegan will pick-up the flash drive from Ms. Drouin.
- Mr. Abbe will remove the markers from the Roundabout tomorrow, June 8<sup>th</sup>.

#### **New Business:**

- Ms. Drouin has put the latest Roundabout photos on a flash drive. She would like them posted on the Town's Facebook page and/or website. With that Chair Keegan can provide the NHDOT a link. Chair Keegan agreed to her suggestion.
- Chair Keegan asked for the Committee members' opinions on the duration of the Circle Committee and a meeting/maintenance schedule. Ms. Fournier suggested meeting in August. Ms. Drouin suggested meeting 4 times a year, including a date for scheduling the fall maintenance. Ms. Drouin would prefer not having monthly meetings. She thinks members need the ability reduce the number of meetings when they aren't active. Ms. Drouin would like to stay connected as a committee while the Town prepares for the next roundabout. She believes it will start in 2022 and would participate in and monitor the planning. She suggested it could be a new Committee or expand this Committee and maybe more people would join. Chair Keegan agrees given the Committee's experience working with NHDOT, the irrigation system installation and other volunteers and vendors. Chair Keegan said Lorrie Carey, Select Board Chair, expressed the desire that the Committee members participate in the planning for the next roundabout. That way the Town would be proactive. Ms. Fournier isn't sure if she wants to continue as a member of the Committee past this September. She thinks if the Select Board dissolves the Committee, a new Committee will need to be formed.
- Chair Keegan reminded members this committee, as constituted by the Select Board, will cease to exist on September 21<sup>st</sup>, 2021, without an extension. Chair Keegan will be talking with Mr. Hardy about the future of the Circle Committee and would like the members' suggestions. There has been discussion for several years about changes at the Rtes. 3-4 intersection. The subjects are water and safety. Chair Keegan said there is approximately \$2000 the Circle account. Ms. Drouin clarified that there are still pending bills that will be paid from the \$2000. Chair Keegan reported he tried to budget \$1500 for

future expenses. Mr. Abbe noted the mulch will need to be refreshed from time to time. In addition to the mulch, every two years the flag will need to be replaced. It is approximately \$100. Another potential expense is adding more lighting for the flag which would cost around \$300. Ms. Drouin asked what needs to be done in the garden next to the Welcome to Boscawen sign. Chair Keegan said the rejuvenation of the sign will be done by members of the Agricultural Commission. Ms. Drouin sees a need to designate the \$2000 for the roundabout, so it doesn't get swept into general funds at year's end. The safest way would probably be to create an account in the Town budget.

- Committee members approved Chair Keegan moving forward with asking Mr. Hardy and the Select Board about the Committee's questions and suggestions. Chair Keegan will proceed based on these suggestions and guidance. He will update members as conversations unfold with Mr. Hardy.
- He suggested the Committee meet in August to plan the fall cleanup and discuss the outcomes of discussions with Mr. Hardy. All agreed.
- Ms. Drouin will keep the project alive on Facebook in hopes to get more donations from the public. This will help with incoming expenses.

**Next Meeting:**

- Monday, August 9<sup>th</sup>, 2021 @ 7 PM.

**Adjournment:**

- Motion to adjourn by Ms. Drouin; Seconded by Ms. Fournier. All in favor. None opposed.

*Respectfully submitted by Hannah Gardner*