

Town of Boscawen
Board of Selectmen
Final Minutes
Wednesday, March 20, 2019 at 5:00pm

In attendance: Edward Cherian, Roger Sanborn, Lorrie Carey, Katie Phelps, Kevin Wyman, Tim Kenney, Dean Hollins, Kellee Easler, Alan Hardy, Sarah Gerlack, and Haley Dilts-Brown.

Selectman Edward Cherian opened the meeting with the Pledge of Allegiance at 5:00pm and a moment of silence.

Selectman Roger Sanborn made a motion to nominate Edward Cherian as Chairman of the Board of Selectmen. Selectwomen Lorrie Carey seconded. All in favor.

Selectman Roger Sanborn made a motion to accept the Consent Agenda. Selectwomen Lorrie Carey seconded. All in favor.

Planning Board Chair Barbara Randall and Member Paul Dickey made a recommendation to the Board for Mark Varney to be a member on the Planning Board.

Selectman Roger Sanborn made a motion to appoint Mark Varney to the Planning Board. Chairman Edward Cherian seconded. All in favor.

Agricultural Commission Chair John Keegan wanted discuss the lack of presentation and plants at the traffic circle off of exit 17. He recommended to write a letter to DOT to plant perennials. Alan Hardy explained the Town had this discussion with NH-DOT last year when another group came forward. Alan will contact the State for an update from the District 5 engineer. The main issue currently is that the liability for everyone working in the circle falls on the Town of Boscawen.

Town Administrator Alan Hardy discussed about Town Hall rental cleanings. Administrative Assistant Sarah and Alan will inspect for cleanliness after each event.

Alan reported the Board that Liberty Utilities visited the Torrent Station, and found a natural gas line was leaking. Huckleberry will be making repairs tomorrow.

Human Resource/ Finance Director Katie Phelps presented the Board with the checkmate signature form for payroll signatures. Katie presented the Board with the MS – 232 for signatures.

Public Works Director Dean Hollins and Alan met with NH-DOT about the crosswalks on King Street, the meeting went well. Dean updated the Board about the King St crosswalks, they do not want crosswalks other than Depot Street. DOT agreed to keep the crosswalks at Depot Street, no lighting at this time. DOT will not support the crosswalks, the town will. The criteria used is 20 people per hour at peak hour. Dean suggested that the Town could re-present the other crosswalks at the ten year plan. DOT will be relocating the Depot Street crosswalks from the right to the left in King Street.

Alan announced that the Exit 17 Bridge has been damaged. DOT will be starting the repairs on Monday 25, 2019 for six weeks. DOT has not responded to the Town about when the Bridge rehab

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project will begin. Alan suggested a 14-day BOS notice for the public hearing; the reason that is effecting people's rights.

The Town office and Fire Station generators are due for their spring maintenance. A tune up of \$442.88, is recommended for the Fire Station generator. The injectors for the Town generator will be tested first, to see if they need to be replaced, the replacement cost is \$334.81 each. The cost to pull apart the Town generator and clean is \$1,677.00. Alan explained there is maintenance account for equipment for both generators to be paid out of.

Selectman Roger Sanborn made a motion to have the spring maintenance done to the generators. Selectwomen Lorrie Carey seconded. All in favor.

Deputy Tax Collector Sarah Gerlack wanted to let the Board know about a resident in Town that visited the Town office about a month ago in regards to their sewer bill being higher than normal. The resident spoke with the water precinct regarding this problem. 2017 sewer reading at the minimum \$43.20. The 2018 sewer reading quarter three \$673, sewer reading quarter four \$269, and 2019 sewer reading \$300.00's. Has been to the water commission and in that discussion they would like to investigate. Sarah explained that we are currently in the process of liening. The resident came in the other day asking to not implement the lien for unpaid sewer bills. These liens will be implemented on Monday at 5:00 pm. Sarah's recommendation is to have the resident to pay the unpaid sewer bill and reimburse the resident later. Lorrie had been in discussion with this resident about the problem, she explained they came into a Water Precinct meeting back in February with their bills. The Commissioner made the determination to abate the bill based on the history of the bill. The recommendation is to lien until Pennichuck provides a new reading.

Alan let the Board know that he received an email from Canterbury today. Canterbury has new personnel in the Town office and they are beginning their training for their new job. Canterbury made a request if they would be able to work with the Town, to provide help and training. Nicole has reached out to Motor Vehicle to find out if the Canterbury residents could come here. We have not received a response back from Motor Vehicle yet. The Board decided to wait until to talk to Nicole and what information she finds out from her investigation.

Canterbury will not be able to join the public safety and personnel meeting tomorrow. Alan recommended to reschedule the meeting. The meeting will be reschedule March 27th at 6:30 pm.

Public hearing sewer rate review to propose and accept the under rate schedule will be held April 10th at 6:30pm.

Dollar General construction site plans have been submitted today for review. The estimated begin construction begin date is April, with proposed open date in August. There will be updates posted on the Town website for the public to review.

Chairman Edward Cherian made a donation request to donate to VNA in the name of the Varney

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family of \$100.00

Chairman Edward Cherian made a motion to donate \$100.00. Selectmen Roger Sanborn seconded. All in favor.

Town meeting follow up. There had been some confusion about an elected job waiting period for being eligible to be sworn in. The Board suggested that we create a policy, based on statute to be sworn in on a specified date.

The following BOS Ex officio assignments:

Selectman Roger Sanborn – Zoning Board & Agricultural Commission

Selectwomen Lorrie Carey – Alternate Planning Board. Old Home Day, Parks and Rec, and Conservation Commission

Chairman Edward Cherian – Planning Board and Police Advisory Commission.

Chairman Edward Cherian made a suggestion to change Board of Selectmen meetings to every other Thursday at 6:30 pm. The Board and department heads agreed to the suggestion. The BOS meeting change will begin April 4th.

Alan asked for comments and updates from those in attendance. Human Resource and Finance Director Katie Phelps did not have anything new to discuss.

Police Chief Kevin Wyman did not have anything new to discuss.

Fire Chief Tim Kenney let the Board know that there will be a hiring freeze, until a hiring policy is developed and in place. There are currently 18 members on board.

Public Works Director Dean Hollins announced that the Transfer Station will be opening Tuesday hours starting April 2nd, from 2:30 pm – 7:00 pm, until October. Repairs to have been done to the roll-off truck. Today Dean hired someone and he now has a full staff, the new hire will begin April 1st.

Deputy Tax Collector Sarah Gerlack wanted to let the Board know they will send out the impending deed notices on Monday. There are a few less this year than from the prior year, and Nicole will be executing the liens Monday, March 25th.

Planning and Community Development Director Kellee Easler attending Primex supervisor training this week.

Selectwomen Lorrie Carey let the Board know that reporters for the Concord Monitor are looking for a new main office. She suggested to move them into Town, there is space available at the Boscawen Business Center, space available next to Cumberland Farms, National Lumber, and etc. Alan will reach out to Concord Monitor to let them know about the suggestion. Lorrie would like

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to look into lowering tax rates by bringing more business into Town. She suggested to have reach out UNH extension services to do an economic study on high tax rates and alternatives to lower tax rates. UNH Cooperative Extension has a recruitment program, to find out what assets are in Town that can be offered to businesses.

Mark Varney from the audience thanked everyone in Town for the warm wishes to his family. The funeral for his father will be held next Thursday at 3:00 pm.

Chairman Edward Cherian made a motion to go into non-public 91-A: 3, II (a) meeting at 7:00pm. Selectmen Roger Sanborn seconded. All in Favor.

Selectmen Roger Sanborn made a motion to come out of non- public meeting at 7:30pm. Selectwomen Lorrie Carey seconded. All in favor.

Chairman Edward Cherian made a motion to adjourn the public meeting at 7:30pm. Selectman Roger Sanborn second. All in favor.

Respectfully submitted by Haley Dilts-Brown.