

Boscawen Selectmen's Regular Session  
Final Meeting Minutes 11.21.2016  
Approved 11.22.2016

Present: Bernie Davis, Jr., Mark Varney, Alan Hardy, Nicole Hoyt, Pamela Hardy, Kevin Wyman, Dean Hollins, Ray Fisher, Candace Haithwaite, and Michelle Brochu

Attendees: Candace Schafer, Cathy Hollins, Sean Skabo, Eric Guay and Tom Gilmore

Selectman Davis opened the meeting at 4:31 PM and led us in the pledge of allegiance and a moment of silence.

Candace Schafer and Cathy Hollins from Health Trust presented information on the Flexible Spending Account for employees. Candace also explain two different options for prescription coverage.

Town Clerk Michelle Brochu informed the Board that she has ordered the fire proof cabinet. Michelle also requested reimbursement of overnight fees in the amount of \$45.90 to a resident for an absentee ballot.

**Board Action:** Selectman Varney moved to reimburse \$45.90 for overnight fees of an absentee ballot. Selectman Davis seconded the motion. All in favor, the motion was approved.

Penacook Boscawen Water Precinct Commissioners Sean Skabo and Eric Guay addresses the Board about snow removal around hydrants from BEST Ave up to the Rte 3 / Rte 4 split. Public Works Director Dean Hollins had some concerns with clearing around the hydrants with the equipment used. He will look at the hydrants and assess the situation and get back to the Precinct.

Tom Gilmore addressed the Board about the Upper Merrimack Local Advisory Committee members Michelle Tremblay and Steve Laundry and recommended to the Board to allow both to continue on the committee. Tom is also the Chair of the Conservation Committee and the Committee has interest in a piece of property on Walker Pond and heard it may become available to purchase. The Board agreed that it would be a great idea.

Co-Administrator Alan Hardy spoke on behalf of a resident who was scheduled to address the Board but could not attend. The resident has concerns with the logging operation at his neighbor house. Discussion ensued.

**Acceptance of Minutes – November 2, 2016 Public Session:**

**Board Action:** Selectman Varney moved to accept the November 2, 2016 public minutes as amended. Selectman Davis seconded the motion. All in favor, the minutes are accepted as amended.

**Acceptance of Minutes – November 10, 2016 Public Session:**

**Board Action:** Selectman Varney moved to accept the November 10, 2016 public minutes as written. Selectman Davis seconded the motion. All in favor, the minutes are accepted as amended.

**Acceptance of Minutes – October 26, 2016 Public Session:**

**Board Action:** Selectman Varney moved to table the October 26, 2016 public minutes until Chairman Sanborn returns. Selectman Davis seconded the motion. All in favor, the motion was approved.

Accountant Pamela Hardy requested the Board approve the transfer of funds in the amount of \$8879.44 from the Capital Reserve account to the General Operating account for the new police cruiser's equipment.

**Board Action:** Selectman Varney moved to transfer funds from the Capital Reserve account to the General Operating account for the equipment for the new police cruiser. Selectman Davis seconded the motion. All in favor, the motion was approved.

Pam also stated that she has started the department budgets and will be emailed. She would like to meet with each department head to go over each budget quickly before submitting them to the Budget Committee.

Public Works Director Dean Hollins requested permission to replace the wheels on the loader. The wheels are \$3400 plus the cost associated with switching them out.

**Board Action:** Selectman Varney moved to allow the replacement of the loader wheels. Selectman Davis seconded the motion. All in favor, the motion was approved

Dean also indicated that the individual who handles the water sampling has been laid off from the company the Town currently uses. The individual has worked with the Town for at least 17 years and has started their own company. Dean recommended switching to the new company. He also would like to purchase a grader. He is looking at used equipment in the amount of \$30,000. Selectman Varney recommended that Dean and Pam work together on where in the budget the money could come from. He also informed the Board that he will be purchasing a new welder for \$3,000.

Fire Chief Ray Fisher informed the Board that he has received the stipend checks for the Fire Department. Ray voiced some concerns about stipend amounts. Discussion ensued and Pam will work with Ray on how to address the stipend amounts. He also met with the International Organization for Standardization representative about trainings and equipment. The rep will get information from the Water Precinct. Co-Administrator Alan Hardy informed the Board about a report that was filed at the Attorney General's office by the Water Precinct in response to a complaint filed by a resident.

Human Services Director Candace Haithwaite presented a thank you card from the Food Pantry for the money toward the Thanksgiving food baskets. She also presented a request from the MVHS Key Club looking to use the Town Hall in February for a Dance-a-thon fund raiser. It was suggested that she find out why they would not use the gym at the high school. Candace also presented the deed and sales agreement for signature on a tax deeded property to be sold this Friday.

Co-Administrator Nicole Hoyt presented an abatement for signature for \$189.00 for taxes on a town owned property.

**Board Action:** Selectman Davis moved to abate \$189.00 for taxes on a town owned property. Selectman Varney seconded the motion. All in favor, the motion was approved.

Co-Administrator Nicole Hoyt also reminded everyone that there is a School Board meeting on December 15, 2016. Co-Administrator Alan Hardy also asked if the Board liked how they were receiving their emails.

Tax Collector Nicole Hoyt presented a request from a resident who is currently in a payment arrangement. The resident would like to have a four month extension for the payment arrangement and waive the interest. The Board decided they will allow the four month extension but will not waive the interest because they had default on prior arrangement.

Co-Administrator Nicole Hoyt asked the Board to start thinking about the cover for the Town Report. She also informed the Board that \$2,100 for the Emergency Operations Plan bill can be taken paid out of the Capital Reserves under Safety.

**Board Action:** Selectman Varney moved to transfer \$2,100 from the Capital Reserve Safety fund to the General Operating account for the Emergency Operations Plan as long as the next meeting doesn't take place until next year if the money is budgeted. Selectman Davis seconded the motion. All in favor, the motion was approved.

Co-Administrator Alan Hardy expressed how well the Planning event at the Winthrop Carter House went. The turnout was good and thanked all involved. He also mentioned that adding sprinklers to the barn may be a challenge and it is currently at the state level. He also indicated that they are booked until 2019. The Conservation Commission approved moving forward with the easement on Keegan property and Five Rivers and are working on the documents to be reviewed by the Board and by Town Counsel.

Alan informed the Board that 26 Raymond Road will be purchased on Friday and that there were no offers made on 23 Tremont and has been posted for rebid. Alan is working with Underwood Engineering on the ESR 45 Sewer Rate study and the model that views the waste water treatment facility. Alan advised it's important to have Underwood involved in this process and the fee is \$8,000.00.

**Board Action:** Selectman Varney moved to approve the \$8000.00 for the ESR 45. Selectman Davis seconded the motion. All in favor, the motion was approved.

Alan also has some information about Depot Street and changing it from a class 2 to a class 5. Alan has a packet of information for Chairman Sanborn and will review when he returns. Alan also updated the Board about Unitil vs. Town of Boscawen and that the Board of Land Tax Appeal is coming up on a closing date. This was considered in setting the tax rate for 2017. There may be a need to encumber the money. The appointments have been signed for the Budget Committee and will include Rhoda Hardy, Barbra Randall and Ed Cherian and Alternate Member Bruce Crawford. The Planning Board is working with site plan approval for Dollar General. Dollar General has come up with a Plan B model to meet requirements. Alan also spoke of three sub dividable lots which may disrupt current snow mobile trails in two places. Alan also met with Bill Bevans to configure remote access for the 1913 Library and the Torrent. He is also working on changing out the locks at the Town Hall and Fire Station. Alan also noted that the stairwell from the Church to the Town Hall is not secured. He requested the Board address this with the Church as a requirement

**Board Action:** Selectman Varney moved to require the Church to secure the stairwell to the Town Hall. Selectman Davis seconded the motion. All in favor, the motion was approved.

There being no further business, Selectman Varney moved to adjourn at 7:11 PM, seconded by Selectman Davis. All in favor, the motion was approved.

Selectman Varney motioned to reopen the meeting at 7:12.

The Board has decided to cancel the meeting scheduled for November 23, 2016.

There being no further business, Selectman Varney moved to adjourn at 7:13 PM, seconded by Selectman Davis. All in favor, the motion was approved.