

Boscawen Selectmen's Regular Meeting
Final Minutes 04.17.17
Approved 05.24.17

Present: Mark Varney, Roger Sanborn, Bernard Davis, Pennie Vigue, Nicole Hoyt, Alan Hardy, Kellee Easler, Katie Phelps, Ray Fisher, Dean Hollins, Pam Hardy, Kevin Wyman, Michelle Brochu.

Selectman Varney opened the meeting at 4:30pm, led us in the Pledge of Allegiance and a moment of silence.

Board of Selectmen public minutes from May 10, 2017 were presented for approval by Pennie Vigue, Administrative Assistant, Selectman Sanborn motioned to accept the minutes, Selectman Davis seconded that motion, all in favor.

Board of Selectman non-public minutes from May 10, 2017 were presented for approval by Pennie Vigue, Administrative Assistant, Selectman Sanborn motioned to accept the minutes, Selectman Davis seconded that motion, all in favor.

Co-Administrator, Alan Hardy:

RSA 674:21, Innovative Land Use Controls Impact Fees, Section V states that impact fees may be used to meet the needs of the town occasioned by development. On December 28, 2016, the Board of Selectmen approved the first disbursement from the Administrative Office Impact Fee Account is the amount of \$5,200.00, (copy attached). This amount was the deposit for the purchase of the sound system from DeGange Sound Solutions, LLC, the sound contractor for the Merrimack Valley School District.

We now have adequate funds in the impact fee account to pay the balance due for the system. Attached is invoice number E1257, for the purchase of the sound system, with a total of \$10,920.00, minus the deposit of \$5,200.00 previously paid, leaving a balance due of \$5,720.00.

The Board of Selectmen, having found that the purchase of the sound system was made necessary by growth in the Town of Boscawen, do hereby make the following motion: Selectman Sanborn moved to pay the balance due for the sound system proposal, number E1257, in the amount of \$5,720.00, from the Impact Fee – Administrative Office Account. Selectman Davis seconded the motion. Selectman Varney called for the vote, all in favor, none opposed, and the motion is passed.

RSA 674:21, Innovative Land Use Controls Impact Fees, Section V states that impact fees may be used to meet the needs of the town occasioned by development. On December 28, 2016, the Board of Selectmen approved the first disbursement from the Administrative Office Impact Fee Account is the amount of \$5,200.00, (copy attached). This amount was the deposit for the purchase of the sound system from DeGange Sound Solutions, LLC, the sound contractor for the Merrimack Valley School District. The balance payment for the sound system was authorized earlier today in the amount of \$5,720.00.

We now have adequate funds in the impact fee account to purchase an Assisted Listening RF Sound System for those with hearing loss. Attached is invoice number E1258, for the purchase of the assisted listening RF sound system, for a total of \$2,229.00.

The Board of Selectmen, having found that the purchase of the sound system was made necessary by growth in the Town of Boscawen, do hereby make the following motion: Selectman Sanborn moved to augment the recently approved sound system for the Fourth Floor Meeting Room with an assisted listening RF sound system for \$2,229.00 as shown in invoice number E1258, (attached). This invoice will be paid from the Administrative Office Impact Fee Account. Selectman Davis seconded the motion. Selectman Varney called for the vote, all in favor, none opposed, and the motion is passed.

Co-Administrator, Nicole Hoyt: Nicole needed the Selectmen's signatures on a property warrant. We currently have two deeded properties. One is not in good condition, one is in good condition, and we have the deeds. Re-purchase options will go out soon. Property tax bills will also go out by the end of this week.

Police Chief, Kevin Wyman: There will be a 5k fundraiser on Old Home Day between 8am and 8:30am for a gold star family. The Police Department will be preparing for this event.

Planning and Community Development Clerk, Katie Phelps:

Building Permits Generated (Month to Date)

- 3 Season Porch – 155 Water Street
- Mechanical Upgrade: 333 Queen Street
- Electrical Upgrade: 137 King Street
- Mechanical Upgrade: 102 High Street
- New Sign: 2 Water Street

Certificate of Completion/Occupancy Generated (Month to date)

- Occupancy: 276 DW Hwy (Now: 11 Wolf Lane) – 5/1/17
- Occupancy: 139 High Street – 5/1/17
- Occupancy: 16 Elizabeth Drive – 5/3/17
- Completion: 333 Queen Street – 5/15/17
- Completion: 41 River Road – 5/15/17
- Completion: Wood Chip Plant/Connector Hallway – Merrimack County Farm 5/16/17

Yard sale Permits Generated:

- May 8th – 31 Forest Lane
- May 13th – 53 North Main Street
- May 20th – 180 N. Main Street
- May 20th – 31 Forest lane
- May 20th – 205 N. Main Street

Administrative Assistant, Pennie Vigue: Arranged with Dave's septic for the handicapped port a potty to be placed near the boat ramp at Jamie Welch Park, arranged with Zero Waste for the dumpster to be placed by the Dorval House and arranged to have the phone service turned on at the Dorval House, all in preparation for the summer Parks and Recreation Program.

Human Services Administrator, Pennie Vigue: Assisted one Human Service client this week.

Accountant, Pam Hardy: Year ending 2016 financial audit has been completed and we have received the report from Plodzik & Sanderson dated 05.12.17. Plodzik & Sanderson prepares these financial statements which management reviews and approves. Pam also requested that the board decide whether or not to remain with Plodzik & Sanderson as their contract with us is coming to an end. Selectman Varney moved to remain with Plodzik & Sanderson for an additional three years, Selectman Davis seconded that motion, all in favor.

Planning and Community Development Assistant, Kellee Easler: Recently approved-barn easement for Map 81A, Lot 4 with conditions, a gravel warrant for 183C, Lot 62, Sublots 1,3 &5, and two land use change tax warrants for Map 45, Lot4 & Map 45, Lot 30, Sublot 23, all required signatures for approval. A current use application for denial on Map 45, Lots 4 &13 was agreed upon and will be sent back to the land owner for corrections. An application for a voluntary lot merger for the Town Forest which includes properties Map 43, Lot 2, Map 83, Lots 48, 48, Sublot A and Lot 49 was discussed and the Selectmen approved the merger submission to the Planning Board Technical Review Committee for Tuesday, May 30th at 11am.

Town Clerk, Michelle Brochu: Requested guidance on how to handle the website and the Water Precinct's request to update their information. The board has agreed that the Water Precinct is a separate entity from The Town Municipality, so we will offer a link to their own pages should they find it necessary to have such pages.

Fire Chief, Ray Fisher: Ray reports that two different wires on Corn Hill Road have been taken down by box trucks on two different occasions. The trucks are of legal height, however, the poles are not high enough. Alan Hardy will contact Unitil regarding the situation and if need be the Board of Selectmen will issue a request in writing.

Motion to move into non-public session per RSA 91-A: 3, II (c) at 5:22pm made by Mark Varney, and seconded by Roger Sanborn. All in favor. Roll Call: Roger Sanborn – yes, Bernie Davis – yes, Mark Varney – yes.

Motion to leave non-public session made by Mark Varney, and seconded by Roger Sanborn. All in favor. Roll Call: Roger Sanborn – yes, Bernie Davis – yes, Mark Varney – yes.

Motion to seal the non-public sessions made by Mark Varney, and seconded by Roger Sanborn. All in favor.

Motion to move into non-public session per RSA 91-A: 3, II (c) at 5:36pm made by Mark Varney, and seconded by Roger Sanborn. All in favor. Roll Call: Roger Sanborn – yes, Bernie Davis – yes, Mark Varney – yes.

Motion to leave non-public session made by Mark Varney, and seconded by Bernard Davis. All in favor. Roll Call: Roger Sanborn – yes, Bernie Davis – yes, Mark Varney – yes.

Motion to seal the non-public sessions made by Bernard Davis, and seconded by Mark Varney. All in favor.

Motion to move into non-public session per RSA 91-A: 3, II (e) at 5:49pm made by Mark Varney, and seconded by Bernard Davis. All in favor. Roll Call: Roger Sanborn – yes, Bernie Davis – yes, Mark Varney – yes.

Motion to leave non-public session made by Mark Varney, and seconded by Roger Sanborn. All in favor. Roll Call: Roger Sanborn – yes, Bernie Davis – yes, Mark Varney – yes.

Motion to seal the non-public sessions made by Mark Varney, and seconded by Bernard Davis. All in favor.

Motion to move into non-public session per RSA 91-A: 3, II (c) at 5:59pm made by Mark Varney, and seconded by Roger Sanborn. All in favor. Roll Call: Roger Sanborn – yes, Bernie Davis – yes, Mark Varney – yes.

Motion to leave non-public session made by Roger Sanborn, and seconded by Bernard Davis. All in favor. Roll Call: Roger Sanborn – yes, Bernie Davis – yes, Mark Varney – yes.

Motion to seal the non-public sessions made by Bernard Davis, and seconded by Mark Varney. All in favor.

Motion to adjourn public session was made by Selectman Varney, seconded by Selectmen Sanborn, all in favor, adjourned at 6:04 pm.

Respectfully submitted by Pennie G. Vigue