

**Town of Boscawen**  
**Select Board**  
Final Minutes  
Thursday April 9, 2020 at 6:00pm

In attendance: Ed Cherian, Lorrie Carey, Paul Dickey, Alan Hardy, Katie Phelps, Kellee Easler, Kevin Wyman, Dean Hollins, Tim Kenney, Mark Varney, Sarah Gerlack, Kiersten O'Brien, Barbara Randall and John Keegan.

This meeting is being held under a Declaration of Emergency by the Governor and by the Board. Under RSA 91-A:2, III (b) the requirement of a physical quorum is waived and this meeting is being held entirely remotely, and is being recorded.

**Selectwoman Carey made a motion to approve the consent agenda with noted changes to the minutes. Selectman Dickey seconded. All in favor.**

**Chairman Cherian made a motion to authorize Town Administrator Hardy to sign the check manifest and payroll with the signature stamp. Selectwoman Carey seconded. All in favor.**

Town Administrator Hardy suggested that he sign the checks with his live signature on documents next to the board's stamp.

Emergency Management Director Varney gave an update on the COVID-19 cases in NH. We are yet to hit the curve. But with the precautions set in place it seems to be making a difference. The Concord Hospital is only at 27% capacity and NHTI Community College is the closets surge center for the residents of Boscawen, The surge center will not open until the Concord Hospital is at 75%t capacity.

Varney mentioned that the state has set up Code Purple as a system that will help emergency officials made aware if they are attending a call of a confirmed COVID-19 case. Boscawen has only one confirmed case of COVID-19.

Hardy mentioned that he spoke with New Hampshire Municipal Association pertaining to executive order #25- Property Taxes. NHMA suggested to not to take any action at this time.

Hardy asked the Select Board about the \$10,000.00 expenditure to have Underwood Engineers review and prepare an analysis on the Penacook-Boscawen Water Precinct. Hardy asked if this expenditure could be considered contingency. Cherian suggest that he and Phelps find a place for it in the budget. Discussion ensued and Hardy will see about the ability to use impact fees for this purpose and bring that review to the 4/23/2020 meeting.

Planning and Community Development Director Easler presented the Board with a Veterans Credit for signature.

**Selectwoman Carey made a motion to approve the Veterans credit. Selectman Dickey seconded. All in favor.**

**Chairman Cherian made a motion to authorize Town Administrator Hardy to sign the**

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**documents using the signature stamp. Selectwoman Carey seconded. All in favor**

Easler presented the Board with two Current Use Assessment Application's and letters of recommendation from Avitar and Associates.

**Selectwoman Carey made a motion to concur with Avitar and Associates recommendation to sign the original applications. Selectman Dickey seconded. All in favor.**

**Chairman Cherian made a motion to authorize Town Administrator Hardy to sign the documents using the signature stamp. Selectwoman Carey seconded. All in favor**

Easler presented the Board with a Gravel Warrant and three Intent to Excavate applications for signatures.

**Chairman Cherian made a motion to sign the Gravel Warrant and Intent to Excavate applications. Selectwoman Carey seconded. All in favor.**

**Chairman Cherian made a motion to authorize Town Administrator Hardy to sign the documents using the signature stamp. Selectwoman Carey seconded. All in favor**

Easler presented the Board with a Land Use Change Tax for signatures.

**Chairman Cherian made a motion to approve the Land Use Change Tax. Selectwoman Carey seconded. All in favor.**

**Chairman Cherian made a motion to authorize Town Administrator Hardy to sign the documents using the signature stamp. Selectwoman Carey seconded. All in favor**

Easler mentioned that the Conservation Committee has a Wetlands permit coming up and they will hold a virtual meeting. Zoning Board will also hold a virtual meeting to approve a member's term that is expiring.

Selectman Dickey had questions regarding his role as the Planning Board Alternate ex-officio. Discussion ensued and it was mentioned that if the ex-officio is present they will have the counting vote. In the absence of the ex-officio the alternate will have the counting vote.

Cherian mentioned that the Board authorized Varney to spend up to \$3000.00 for PPE's, Varney mentioned that the total for Boscawen purchase is \$2,723.30. Discussion ensued and they had decided to pay that from contingency. There may be an opportunity to be reimbursed up to 75% of COVID-19 related purchases. Varney ordered adult and children's medical masks, some of the children's masks will go into the back packs for the backpack program.

**Chairman Cherian made a motion to authorize the use of contingency to purchase PPE's, not to exceed \$6,000.00. Selectwoman Carey seconded. All in favor.**

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Police Chief Wyman mentioned some of the Police Officers have been sleeping in the locker room and was wondering if the library would be an alternative place for the Officers to put a cote. He has not spoken to the library yet, Wyman wanted to get the Boards perspective first. Cherian mentioned that it may cause cross contamination to the library. Many of the Police Officers have at risk family members and choose to not go home after potentially becoming in contact with someone with the virus. Discussion ensued and wondered about the fire station, Fire Chief Kenney mentioned that the fire station has the proper accommodations for them if needed.

Wyman mentioned that the County facilities have developed a policy that they are given 80 hours in case there is a mandatory leave, due to COVID-19 and not have to use their own sick days. Wyman will forward the Board the County's policy.

Fire Chief Kenney mentioned to document if and officer gets called on a code purple call, for funding. Kenney mentioned that the Fire Fighters did an amazing job with the fire on Chandler Street. He hopes everyone stays well and stay at home and stay healthy.

Public Works Director Hollins mentioned that they had issues with the scale at the transfer station yesterday. The guys are continuing to use standard precaution and put new signs up to remind people to dump and go and not stay and socialize. It is suggested to shut down the recycling for a few weeks like surrounding towns have already implemented. As of Monday until May 4<sup>th</sup> the Transfer Station will not be taking recycling and have the highest at risk employee and will still get paid. Hollins mentioned that they plan to continue leaf pick up May 4<sup>th</sup> and will let the public know if there any changes. Hollins mentioned that they are able to for day follow social distancing rues while doing leaf pickup.

Human Resource and Finance Director Phelps forward the new transmittal to the Board to add short term disability.

**Selectwoman Carey made a motion for Hardy to sign on behalf of the Board using the signature stamp. Chairman Cherian second. All in favor.**

Planning and Community Development Director Easler mentioned that the ZBA had denied a Variance request for Map79 Lot 2, the gentleman has been called in to active duty and is requesting to delay ZBA's 90 day deadline to remove the camper. Easler stated that it was recommended to stop the process of removal until he gets back from duty and to ask the BoS for approval. The request is to push it along for 180 days, instead of 90. Hardy stated no occupancy is allowed for the camper which was the main issue and we would need to determine that for a decision. Hardy suggested to have the order verified by military personnel prior to recommendation.

Hardy presented the Board with a deed waiver for 53 Eel for the recommendation to not deed.

**Chairman Cherian made a motion to have Hardy sign the Deed Waiver with the signature**

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**stamp. Selectwoman Carey seconded. All in favor.**

Discussion ensued on the food pantry continued from the previous week. Cherian asked Hardy to speak with council regarding the warrant article.

**Selectwoman Carey made a motion to adjourn the meeting at 7:41pm. Selectman Dickey seconded. All in favor.**

Respectfully submitted by Sarah Gerlack.