

Town of Boscawen
Select Board
Final Minutes
Thursday July 30, 2020 at 6:00pm

In attendance: Ed Cherian, Lorrie Carey, Paul Dickey, Alan Hardy, Katie Phelps, Kellee Easler, Tama Tillman, Gary Tillman, Dean Hollins, Jason Killary, Tim Kenney, Nicole Hoyt, Mark Varney, Barbara Randall and Haley Dilts-Brown.

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. Selectman Dickey seconded. All in favor.

Planning and Community Development Director Easler wanted to let the Board know about the proposed change for the administrative fee building permit section. She let them know there would be a .05 cent per square foot fee for Solar Panel.

Chairman Cherian opened the Public Hearing for Administrative Fees.

Selectwoman Carey made a motion to close the public hearing at 6:07pm. Selectman Dickey seconded. All in favor.

Easler presented Timber Warrant 20.049.02 T for Map 47, Lot 1 for signatures.

Finance Director Phelps presented a \$500.00 donation from Pete and Gerry's Organic Eggs to the Board.

Selectwoman Carey made a motion to accept the \$500.00 donation from Pete and Gerry's Organic Eggs. Selectman Dickey seconded. All in favor.

Fire Chief Kenney let the Board know that Engine 3 will be retiring and will no longer be used to respond to calls. He is looking into a small pickup truck to replace Engine 3 that will be able to pump the same amount of water. Kenney reported today that he was interviewed about the safety of the Merrimack River. He announced that he is retiring from the Salem Fire Department tomorrow. The Board congratulated Kenney on his retirement.

Town Clerk/ Tax Collector Hoyt let the Board know that there were 545 voters for the 2018 Primary Election, 1,316 voters for the 2018 General Election, 1,800 voters in the 2016 General Election. She reported that Varney would be picking up the personal protective equipment when it is available and they would be doing a walk through set up at the Elementary School to prepare for elections.

Lieutenant Killary reported that this week has been busy. He let the Board know that they have been patrolling Boscawen Park and have handed out warnings to anyone that violated the parking signs.

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Public Works Director Hollins let the Board know that the rest of paving will be on hold until late Fall, he is not able to continue paving because of GMI's tight schedule. He let the Board know that he found a good candidate to hire for the open position. Hollins received information from Underwood Engineers about the water sample results from the Tannery site, he reported that there are PFAS's showing up. In regards to the Commercial Street Project, Underwood recommended to have the materials tested on site before bringing to the landfill.

Emergency Management Director Varney updated the Board about COVID cases. He will be picking up the personal protection equipment for the Elections on August 17th. Hoyt and Varney will be planning to go to the Elementary School to do a walk through set up for Election Day.

Town Administrator Hardy and Varney spoke about using the former Police Station for storage. They informed the Board that some work would need to be done such as walls to go up, ceiling work, install heating, electrical to be turned on, and cleaning to be done. The Board likes the idea of being able to use it for storage but would like to see what it will cost.

Phelps presented the Board with credit card purchasing policy updates.

Selectman Dickey made a motion to approve the credit card purchasing policy updates. Selectwoman Carey seconded. All in favor.

Hardy updated the Board about the 20 High Street enforcement action He let them know that the owners have not visited the office to sign the agreement and more material has been brought to the property. The next step is to take legal action.

Phelps presented the Board with information about Interware Development to enable the Transfer Station to accept credit card payments. Hollins recommended to take money from the recycling fund to pay for the credit card system and the convenience fees for the first year.

Chairman Cherian made a motion to approve the credit card system and convenience fees to be paid from the Recycling Funds for the first year. Selectman Dickey seconded. All in favor.

Hardy came to the Board about Ted Houston's recommendation to create a Town Historian position. The Board would like to invite Ted to a meeting to talk more about this position.

Hardy let the Board know that he is looking into updating the Town Office phone system because he received a letter about the telephone system parts are no longer available. He would like to start comparing companies and putting together numbers to bring back to the Board. The Board is in agreement.

Phelps made a request to the Board to hire someone for a Finance Assistant position, she explained that it would be beneficial to have an assistant in case she is out for a long period of time. Phelps

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let the Board know that Easler gave her some budget money that will cover until the end of the year until next budget. The Board likes the idea and would like her advertising the position.

Chairman Cherian made a motion to authorize Phelps to advertise a finance assistant position. Selectman Dickey seconded. All in favor.

Deputy Town Clerk Haley Dilts-Brown presented a \$100.00 Back Pack donation to the Board.

Selectman Dickey made a motion to accept the \$100.00 Back Pack donation. Chairman Cherian seconded. All in favor.

Selectman Dickey suggested to send another \$500.00 donation check to the Food Pantry. Cherian would like to take a look at the budget to see where to pull the money from. Tim and Kim Kenney offered to match the Town donation.

Chairman Cherian made a motion to go into nonpublic RSA 91-A:3, II (c). Selectwoman Carey seconded. All in favor.

Selectwoman Carey made a motion to come out of nonpublic. Chairman Cherian seconded. All in favor.

Selectwoman Carey made a motion to seal nonpublic RSA 91-A:3, II (c). Selectman Dickey seconded. All in favor.

Chairman Cherian made a motion to adjourn at 7:58pm. Selectwoman Carey seconded. All in favor.

Respectfully submitted by Haley Dilts-Brown