

**Town of Boscawen
Select Board
MEETING MINUTES
Thursday, April 22nd, 2021 at 6:00 PM**

In Attendance: Lorrie Carey, Paul Dickey, Matthew Burdick, Alan Hardy, Katie Phelps, Tama Tillman, Gary Tillman, Dean Hollins, Tim Kenney, Kearsten O'Brien, Sarah Gerlack, Tom Gilmore, Beverly Drouin, Karla Killian, Lyman Cousens, Ronald Reed, Christine Paul, Rhoda Hardy, Jason Killary, Reba Aznive, Nicole Hoyt, Mark Wunschel, Adele Sanborn, Roger Sanborn, Kate Merrill, Barbara Randall & Kellee Easler.

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.

Select Board Chairwoman Lorrie Carey opened the public meeting at 6:00 P.M.

Chairwoman Carey read off the Covid-19 Public Meeting Notice of Telephonic Meetings, which reads as follows: In light of the state of emergency declared by the Governor on March 13, 2020, and to respond to the COVID-19 pandemic, the chair has determined that an emergency exists and that accordingly, until further notice, (a) members of the board may attend all board meetings telephonically, without the physical presence of a quorum; and (b) members of the public who wish to participate in hearings may, on request, participate telephonically or submit comments in writing to be included in the record of the hearing.

Roll Call: completed and guests introduced.

Selectman Dickey motioned to approve the Consent Agenda. Seconded by Selectman Burdick. All in favor. None Opposed.

New Business:

Town Administrator Alan Hardy introduced Conservation Commission Chair Tom Gilmore to talk about the Walker Pond land acquisition from the Penacook-Boscawen Water Precinct. Mr. Gilmore asked Planning & Community Development Director, Ms. Kellee Easler to make the presentation. Chair Gilmore has gone over the purchase and sale agreement, although it won't be made public until after the Penacook-Boscawen Water Precinct has had a chance to have their annual public meeting on it. Overall, he is in favor of the acquisition. PCD Director Easler stated they are looking for the Select Board to decide and approve whether they can move forward. The Conservation Commission will have a public hearing on May 3rd. PCD Director Easler has posted the advertisement for the hearing for the public to see. Town Administrator Hardy asked if they have had any discussion in public about it. PCD Director Easler said the Conservation Commission has. Town Administrator Hardy asked PCD Director Easler to give more background information so the Select Board has more information on what they're approving. PCD Director Easler explained the purchase of lots on the Walker Pond that are owned by the Penacook-Boscawen Water Precinct. The purchase and sales agreement is currently in draft form.

and they're looking to purchase the land. It would be purchased through the Town by the Conservation Commission. The Conservation Commission would be supplying the funds. Chairwoman Carey asked if this means Walker Pond would be retained by the Town of Boscawen for recreational use in perpetuity. Chairman Gilmore said if the Conservation Commission buys property, then they cannot sell it. They did ask to purchase one of the two lots for \$40,000 a couple of years ago and the Water Precinct has now accepted that offer and offered them another 50+-acre piece for another sum of money. The Town is working with the Water Precinct to also secure the purchase of the dam. The Town will be purchasing the dam. The Conservation Commission is asking for the Select Board to make a motion to move forward with the work the Conservation Commission is doing.

Selectman Burdick motioned to accept the Conservation Commission plan to move forward with their work on Walker Pond. Seconded by Selectman Dickey. All in favor. None Opposed.

Chairwoman Carey opened the listening session for the discussion of the Town Hall. She asked that everyone who wanted to participate, raise their hand and state their name and address if they are a resident of the Town of Boscawen, in addition to, their opinion on the subject matter. Town Administrator Hardy presented the information about known repairs needed from a Life Safety and Building Inspection standpoint in order for the public to understand the issues they are working with.

The Boscawen Town Hall, which is underneath the Boscawen Congregation Church is owned and operated by the Town. The Boscawen Congregational Church owns the building and portions above, as well as the land itself and the parking area. The Town Hall has been used as the primary voting location and site for Town sponsored events such as Old Home Day BINGO as well as being available for rental by other groups. Some examples are Penacook Community Center, Red Cross and the church. The Town Hall has been in need of numerous upgrades in order to meet Building Code and Life Safety standards. A listing of known concerns and rough estimates of cost is being developed.

The stove ventilation hood with fire suppression system, just putting it in not including the modifications to the building, is quoted between \$35,000 - \$45,000. That handles the exhaust hood, fire suppression, ventilation system and is required prior to operating the stove. Their old stove was continuing to have problems as far as keeping the pilots lit and leaking when it wasn't lit. There was a donation of a new stove to replace it, but and there was a defective pilot valve inside the stove. The manufacturers rep replaced the defective valve, but red tagged the stove immediately because of oxygen levels in the kitchen. The cost of reconstruction and reconfiguration of the kitchen to meet current code requirements has yet to be determined completely. The exterior and interior walls have to be reconfigured to remove the door and some of the window openings will need to be given up in order to put a ventilation system in. They would need to have a fire-resistant ceiling and it would be required prior to opening for operation. They also noticed a deterioration in the floor and Bernie Davis has made some repairs. There appears to be water coming in underneath flooring but above the slab. No one working in the Town office now, was around when the floor was first put in, so our resources are limited.

The water is causing the hard wood floor to absorb water, swell and buckle up. Alan and Bernie are not sure how that would be corrected without opening up more of the floor.

The main entrance stairs are continuing to deteriorate. The drainage system is not working any longer and there have been trips and falls in the stairwell, particularly during Winter months. The injuries usually happen due to the asphalt and concrete steps icing on the way in.

Another safety issue that continues to be brought up was the poor lighting issue in the parking area. There has been a recommendation to put lighting on the perimeter of the parking area to make it more visible at night.

At this point they don't have a single number for all of these projects combined. If the Town wants to proceed, it might be prudent to undertake a needs of assessment which would include the bidding documents that estimate total costs like we are currently doing with the Fire Station. If the Board wants to consider alternatives to the proposal the following are options that have been looked at preliminary: The Fire Station's main meeting room has a full kitchen; easy access and good parking. It could be used for small Town events. As part of the effort to evaluate the fire station and obtain design alternatives, the meeting room could be expanded, or a full community room is being added to the design options. From an engineering standpoint, that alternative is being drawn so it can be proposed. Boscawen Elementary School is another alternative, voting is currently being held there. It was considered a success for the primary. Excess parking and lighting are superior. Town Clerk Nicole Hoyt is looking into the possibility of a long-term agreement to hold all voting activities at the Elementary School. There are other facilities in the area. Another space that we are aware of is the Masonic Lodge. There are also the High School and Middle School facilities and PCC. Chairwoman Carey stated the Select Board has discussed going after a NH Preservation Alliance Assessment Grant so that they can have a formal assessment done of the Town Hall.

Public response:

Beverly Drouin, 19 Tremont St, Boscawen. Ms. Drouin believes going after the NH Preservation Alliance Assessment Grant is beneficial. She stated if they know from an engineering standpoint what is going on with the building, they will have strong facts in hand. She pointed out that this is our Town's only community center at this point. It holds more than a couple hundred people and it is the only performance stage that the Town owns. It has two bathrooms. It has easily accessible parking with handicap spots. It is convenient because it is centrally located. The kitchen is fully stocked right now with supplies such as pans and dishes which makes it attractive. Over the years, she has seen families use the hall for gatherings. In addition to the church, nonprofits, Town committees, the Historical Society, the Penacook Community Center and the Sons of the Union Veterans have used it. There are numerous individuals who use the facility. Over the years, it has been used for dances, wedding receptions, scouting, holiday fair, funeral receptions, blood drives, senior events, yoga, public suppers, youth groups, training, BINGO and it is where the Church members assemble their annual Thanksgiving baskets. She understood having it closed for a long period of time due to COVID, but she thinks it's time to open it. She believes getting a needs assessment and making a list of what must be fixed and

bells and whistles, divided into two categories. She suggested a phased approach to getting the repairs done.

Karla Killian, 7 Steeple View St, Penacook stated her daughter had a wedding reception there back in 2017. It was great and fit the budget for what they could afford. She isn't sure where else could hold 150 people plus tables, dancing and other activities for an affordable price. In addition, it is centrally located. Ms. Killian resides in Penacook.

Lyman Cousens, 4 Goodhue Road, Boscawen. Mr. Cousens has been part of the Old Home Day Committee for several years. The big event they hold during the winter is BINGO for citizens. They have people coming from surrounding towns as well. They regularly get between 60-80 people. They hold 4-5 events during the winter. It is the only opportunity these people have to get out and socialize.

Christine Paul, a resident of Northfield, spent the last 30 years as a member of the Boscawen Congregation Church. One of the things she helped manage was the High Street Coffee House. They started in November of 2018 in the Town Hall. It is a wonderful location with a stage, handicap access, bathroom and kitchen access. It started as an idea for providing a place for local musicians to come play and a way to bring in regional musicians into the community. One of their goals was to help raise money for the Church, but more importantly, they kept it affordable. They charged no admission and they paid musicians with the donations they received. They have been hosting it on Zoom for the past year. They would love to be doing it back in the Town again. If you had no money, you could come to the coffee house and enjoy music and have free coffee. They mostly worked on developing a following and spreading the word. They are hoping to be back in the Town Hall at some point to continue growing.

Adele Sanborn, 250 King St, Boscawen, owns Twiggs Gallery. She thinks it's an interesting idea to add on to the Fire Station for additional space. One question she had was, if the Town decided not to do anything with the Town Hall, what happens to it? Does the Church get dumped with it? There is probably going to be a roundabout that goes in just north of Twiggs Gallery. It will involve all of King Street. Another question she posed is how they are going to promote King Street. She is interested in seeing things like the Friday night performances. She understands there are numerous expense issues. She also stated the stage is very important because it is the only one in Town. Maybe there is something that can be done using grants. Long term, she thinks it would be a shame to lose the Town Hall as a community center. Mr. Roger Sanborn suggested prioritizing certain items such as the ramp going into the Town Hall or the staircase. He thinks if they fix some of the major problems, it will help. He would hate to see it deteriorate.

Ray Fisher, 200 Water St, Boscawen thinks it's a real cost savings to this Town to fix the Town Hall. He doesn't think there is anything in the Town Hall that can't be fixed. It's cheaper to fix than to build another community center. He thinks it would be better to fix so that it will be good for 50 more years.

Mark Wunschel, 245 King St, Boscawen is a member of the Boscawen Congregational Church. He stated he understands the logistics and the problems with the building. He questioned what will happen to the Church if the Town decides the project is too big of a fix. The foundation and

building were built specifically by the Church. Nothing has been said to what will happen with the Church. He doesn't understand how they can just move on without putting it out there for people that have all the information about it. If the Town doesn't help do anything, there will be a problem. The historical triangle will fall into the ground.

Ron Reed, 80 Asby Road, Canterbury was raised in Boscawen and in the last year moved to Canterbury. A couple of clarifications he wanted to make. It was stated the foundation was put up and built under the Church. The Town Hall was put in by the Town. Also, Town Administrator Hardy stated the Church owns the land. The Town owns the land under the Town Hall and the Town Hall. The Church owns above the Town Hall and all the land around it and the building where the food pantry is. He thinks doing work at the Fire Station in a meeting room is a great offer and something the Town could be advertising more for organizations to use. His concern is having events at a Fire Station when they have to respond to fire calls. Holding events could make it hard for firefighters to work around them. He's not a huge fan of the idea of using the Fire Station other than its intended purpose. He thinks using the schools for voting is great. He also thinks back to a couple of years ago when there were 5 elections in the course of a year. He questioned closing the school for 5 days to allow voting to be there. He isn't sure that is in the best interest of the children and the taxpayers. He believes the Town Hall is very repairable and cheaper for the Town. He thinks doing an assessment is spot on to figure out what needs to be done.

Ms. Drouin stated after listening to everyone and thinking of all the past events, she guesses has at least 15,000 people going in and out of the Town Hall every year. She reiterated she believes the best plan moving forward is the needs assessment.

Gary Tillman, 83 North Main St, Boscawen. Mr. Tillman questioned what will happen to the public's taxes if they fix the Town Hall. In addition, will they be able to fix it enough for it to last long enough. He believes having a Community Room at the Fire Station is a much better idea.

Doris Cousens, 4 Goodhue Road, thinks the historical nature of the Church and the Town Hall is important to reflect the nature of the Boscawen community. She doesn't think you receive the same special connection with the Town at a new Fire Station. People like the idea of having a historical facility that they can go to. She thinks the grant proposal is important. It certainly seems like the Church should qualify as some sort of protection of historical properties. She isn't sure but she is commenting as a suggestion. She supports the idea that it seems on the surface that it would be less expense to repair the property as it is but have certain annual expense of what it would cost to maintain the building.

Chairwoman Carey thanked the public for speaking at the listening session and the Select Board will review and answer the questions and concerns. The listening session will be continued on May 6th at 6:00PM.

Planning and Community Development Assistant Kearsten O'Brien asked the Select Board to approve the Timber Warrant for Map 81B Lot 43.

Chairwoman Carey motioned to accept the \$118.12 for Map 81B Lot 43. Seconded by Selectman Dickey. All in favor. None Opposed.

PCD Assistant O'Brien heard back for the Intent to Cut from Map 94 Lots 38 and 40. The owner had put the incorrect map and lot numbers. She can't turn it into DRA with incorrect lot numbers. Also, the logger specified he would be cutting both lots. Since there is no Select Board meeting next week, it needs to be signed tonight. If the Select Board could sign the motion tomorrow at the Town office, PCD Assistant O'Brien will send it out Monday.

Selectman Dickey motioned to accept the Intent to Cut for Map 94 lots 38 and 40. Seconded by Selectman Burdick. All in favor. None Opposed.

Town Administrator Hardy talked about a request to use Impact Fees at Boscawen Elementary School. We have been fortunate that a lot of the Impact Fee dollars raised in Boscawen for the Merrimack Valley School District have been utilized by Boscawen Elementary School themselves. They go to look for projects they have in the pipeline. Town Staff met with MVSD Facilities Director Fred Reagan the other day to talk about how Impact Fee could be used to help pay for BES projects. One project that was proposed would be making improvements to the sidewalks, the basketball court, walkway by the Gazebo and the back gravel access road. Facilities Director Reagan has the quotes already. This is not all of their projects, but it is the amount of projects they can fund with the available Impact Fee money set aside for the school. Town Administrator Hardy asked for approval to go ahead and fund these projects for Boscawen Elementary School through the use of Impact Fee funds as allowed by RSA 674:21. Chairwoman Carey clarified that Impact Fees are collected from developments that occur in Town. They are not funded by taxpayers. They use these Impact Fees anytime they have projects that benefit the Town. In the past impact fees have been used to help purchase the school generator and the sound system at Boscawen Elementary School.

Selectman Dickey motioned to accept the use of the impact fees for the Boscawen Elementary School project in the amount of \$62,087.00. Seconded by Selectman Burdick. All in favor. None Opposed.

PCD Director Easler stated the public hearing for the Conservation Commission on May 3rd is what she is working on right now.

Finance Director Katie Phelps was able to compile three quotes for their GASB Actuarial Valuation that is coming up for 2021-2022. The first quote was from USI Consulting Group for \$5,500 for two years. The second quote was from Nyhart for \$5,000 for two years. The third quote was from Jefferson Solutions for \$3,950 for two years. In the past they have worked with Jefferson Solutions and they have a good working relationship. Finance Director Phelps recommended staying with Jefferson Solutions.

Selectman Dickey motioned to accept the quote from Jefferson Solutions for \$3,950 and to keep working with them. Seconded by Chairwoman Carey. All in favor. None Opposed.

Finance Director Phelps emailed the department heads and asked if they could put in any vacation time that they knew about already. That way they could look at the meeting schedule

and cancel a couple meetings where they could. They cancelled next week, April 29th. They also cancelled May 27th, July 8th and July 29th. Selectman Dickey stated they are going to meet every other week. Chairman Carey clarified it's not quite every other week, they will work with the Town and public needs. There may be more cancellations to come due to scheduling. As of now they have four confirmed dates.

Selectman Burdick motioned that the Select Board have April 29th, May 27th, July 8th and July 29th off from Select Board Meetings with possibly more days to come. Seconded by Selectman Dickey. All in favor. None Opposed.

Public Works Director Dean Hollins reminded everyone that the Treasure House at the Transfer Station will be open starting Tuesday. Monday morning at 8 o'clock they will start their leaf pick up throughout the Town.

Town Clerk Hoyt stated on Dean's clean-up they have gotten so many calls. The Town loves it. Transfer Station news is actually on the Home Page now. She has also been working with Barbara from Franklin Savings Bank regarding the check scanners they talked about last year. That is moving forward. Gail will discuss the next steps on paperwork and what it will entail. They had a briefing from the Secretary States Office yesterday regarding HR1. It's a federal bill that will affect NH election laws. It is over 800 pages long. They focused on voting, campaign, finance and ethics. As things change, she will update everyone. They also heard from DRA today regarding the DP8 form, low to moderate income tax relief form. It comes out once a year. May and June are the only months people can file it. She helped several individuals and families apply and they will be having appointments to finish their paperwork. Selectman Dickey asked if there has been any word on when they will be opening for the public for car registrations. Town Clerk Hoyt said there is no update. She believes next week a contractor will be installing a new window and door in for Sarah so she can help service customers.

Fire Chief Tim Kenney stated the Fire Department has a bunch of scheduled trainings with their mutual aid partners coming up in the next couple of weeks.

Chairwoman Carey stated that Ms. Drouin stated in the GoToMeeting chat feature that those who called in by phone were not recognized during the public hearing. Chairwoman Carey asked for those who wished to speak at tonight's hearing to come to the next listening session scheduled for May 6th at 6:00PM. If you call in by phone, the only way to be recognized is to speak up.

Chairwoman Carey asked Selectman Dickey and Selectman Burdick if they have any dates to meet with Town Counsel. Selectman Dickey mentioned next Thursday to during their regular meeting time to have their non-meeting with Town Counsel. Selectman Burdick said that works for him as well.

Town Administrator Hardy referenced the CAHHN Town Memorandum of Agreement, there is only a place for a single signature. In these cases, the Select Board would vote to authorize the Chair to sign the Memorandum of Agreement on behalf of the Board.

Selectman Dickey motioned to authorize the Chair to sign the Memorandum of Agreement with CAPHN for the trailer. Seconded by Selectman Burdick. All in favor. None Opposed.

Town Administrator Hardy stated, Parks and Recreation Director Penny Sarcione asked him to let the Board know she is working on some projects with Lori Cronin. They will be presenting an update on the summer program at the May 6th meeting. One thing they are working on the most is the busing and whether or not they will be able to go to the state parks on the traditional Friday trips. They will have an answer for the Select Board. At the next meeting.

Town Administrator Hardy stated a formal request came in for a family to be allowed to use the tent area next to the Jamie Welch Field at Boscawen Park. It is a flat area where the tent goes during Old Home Day. The family would like to do a birthday party there on Saturday April 24th starting at 11 am. They don't expect more than 20 people to attend. They don't have a mechanism for this small event. Town Administrator Hardy offered his advice in which he believes it's no different than other families coming to visit the parks. Chairwoman Carey asked if they would handle this the same way they handle Town Hall rentals. There would be some insurance binder for liability purposes. Selectman Dickey stated it's a public park. Selectman Burdick stated he doesn't see an issue with this either because it's for the public. Selectman Dickey said he doesn't have a problem as long as it's communicated that they take all their trash with them. Town Administrator Hardy already discussed this aspect with them. Chairwoman Carey stated to remind them where the designated parking is. Selectman Dickey would also communicate to the Police Department the date and time so they know there will be a gathering. Town Administrator Hardy will forward the request to Police Chief Wyman so that he is informed.

Next Meeting:

- Thursday, May 6th @ 6PM.

Chairwoman Carey motioned to adjourn. Seconded by Selectman Dickey. All in favor. None Opposed.

Respectfully submitted by Hannah Gardner