

Town of Boscawen
Select Board
Final Minutes
Thursday May 7th, 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, Kearsten 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.

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

Chairman Cherian made a motion to appoint Town Administrator Hardy to sign the documents approved on the consent agenda. Selectman Dicky seconded. All in favor.

Cherian mentioned that next week the Board will start coming into the office to sign the documents.

John Keegan came to speak to the Board regarding the Circle Committee and first gave the Board an update on the Agriculture Committee. Keegan gave an update on the Community Garden, they have 72 plots this season and all are full. Keegan also mentioned that John Potter is going to be honored in California for his barn book.

The Board and Keegan are in agreement that there should be a standalone Circle Committee as there are more circle projects to come in the future. The Board has asked Planning and Community Development Director Easler to draft a committee structure and present it at the next meeting. Easler mentioned she will be away next week and Planning and Community Development Clerk O'Brien will assist with the draft copy for the Board. Keegan mentioned he had been in contact with Bruce Crawford from the Penacook Boscawen Water Precinct about donating the water for the circle and Public Works Director Hollins about running the line from Tremont Street to the circle. Keegan will send a detailed list of what the precinct is donating to the Board. Selectwoman Carey mentioned to have a hold harmless release from the Precinct. Chairman Cherian asked if the circle committee will be able to hold an account for donations. It was mentioned by Finance Director Phelps that would have to go to Town Meeting to open that type of account.

Keegan mentioned that they had applied for a grant through Franklin Savings Bank up to \$10,000.00. The Board mentioned that they had not been made aware of the grant application being submitted and has asked that all grant applications to be submitted and approved by the Board before they can be submitted.

Town Administrator Hardy mentioned that as the town's compliance officer for RSA 91-A, he has worked with town counsel to draft a document that he will send to the Select Board, town advisory and statutory committees, commissions and committees. The document is intended to help explain how meetings need to be run as long as we have the Governor's Emergency Orders to comply with.

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Selectwoman Carey asked if the Old Home Day Committee has reached out to set up a virtual meeting with the GoToMeeting app. At this time they have not.

Hardy let the Board know that the EPA grant for the clean-up on Commercial Street that the Town applied for was denied. Hardy and Cherian will work with CNHRPC to see what could have made the application stronger. Selectwoman Carey stated that the denial letter said that they have 15 days to request a debriefing, once it is scheduled they will reach out to go over the reason for denial. Chairman Cherian suggested that we post the letter with the warrant article that was approved at town meeting.

Emergency Management Director Varney updated the Board with the current COVID-19 news. Boscawen is still in the 1-4 category for cases. Varney mentioned that most of the supplies ordered have been received and he is just waiting on one order. Varney is storing supplies in storage totes for now.

Varney presented the Board with a transfer from Contingency to reimburse Emergency Management for expenses incurred under COVID-19. Discussion ensued.

Chairman Cherian made a motion to transfer \$1,760.12 from Contingency to reimburse Emergency Management for COVID-19 related supplies. Selectwoman Carey seconded. All in favor

The government will reimburse 75% of COVID-19 related items. Reimbursement will be returned to the General Fund to offset the expenses paid from Contingency.

Varney mentioned that the State has opened up COVID-19 testing to anyone who wants one, 2400 people have requested to be tested. Varney also stated that the Governor has approved a stipend for first responders, the Executive Council has tabled that action for a two week period.

Planning and Community Development Director Easler presented the Board with an abatement for signature. It is recommended to be denied by Avitar Associates.

Selectwoman Carey made a motion to concur with Avitar and decline the abatement. Chairman Cherian seconded. All in favor.

Easler presented the Board with a solar exemption for signature. It is recommend by Avitar Associates to approve the solar exemption.

Selectwoman Carey made a motion to concur with Avitar and approve the solar exemption. Selectman Dickey seconded. All in favor.

Easler presented the Board prior to the meeting an Abatement, Solar Exemption, Utility Valuation,

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Timber Warrant, PB ESR UE and a ZBA Appointment for Ann Dominguez for signature.

Selectman Dickey made a motion to accept and authorize Hardy to sign the Evaluation, Timber Warrant, ESR #55 for GMI in regards to a yearly review of the pit at 49/6 and reappointment letter for Ann Dominguez for ZBA. Selectwoman Carey seconded. All in favor

Easler mentioned that the Planning and Zoning Board are looking for new board members. If anyone is interested or knows anyone that is have them contact Kellee Easler. Planning Board meets once a month and ZBA meets when they have an appeal. Tama Tillman mentioned that she would volunteer in any place that she is needed. Easler mentioned that the first virtual Planning Board meeting went well they were able to approve site plans, a lot line adjustment and a subdivision. Planning Board Chair Randall thank O'Brien and Easler for helping it run smooth.

Town Administrator Hardy had emailed the Library's plan to reopen for curbside pickup for approval. Bonnie John and her trustees have been working together to create a plan that would be effective during the stay at home and social distancing order. This plan would not have residents coming into the building, it would be online ordering and strictly curbside pickup.

Selectman Dickey wanted to know what the plan would be to open the Town Clerks/Tax Collector's office to the public. After much discussion the Board would like to have Hardy, Town Clerk /Tax Collector Hoyt, Phelps and Varney formulate a plan that would work in Phases and what precautions the Town would require the public to adhere by. The clerk's office will have safety glass and speakers at each window before opening.

Hardy opened the discussion with the Board about the \$10,000.00 for the water precinct study. Discussion ensued and Human Resource and Finance Director mentioned that there was money in the Health Insurance Premium that would not be used this year.

Chairman Cherian made a motion to transfer \$10,000.00 from the PA Health Insurance budget line #4155120 in to the Executive Contracts and Service Agreements line #4130330. Selectwoman Carey seconded. All in favor.

On the 18th of May Old Home has a meeting and the Board would like to have a representative from the committee attend the next Board meeting to discuss the Old Home Day events.

Police Chief Wyman mentioned that he ordered Police One membership for the year. It is a website that offers online required police trainings. The cost is \$600.00 a year. Wyman mentioned that tasers are good for five years and they are close to their contract running out. Dickey asked if the speed monitor was set up yet and if they had any leads on the person who may be doing all the tire marks around Town. Wyman mentioned that they are getting new batteries for the speed monitor and that they are hoping that will slow down the activity. Wyman mentioned that they are working on finding the person or persons involved with the markings.

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Fire Chief Kenney mentioned he would like to start the process on the study for the fire station. Kenney mentioned that the current fire station and Town are not equipped to be decontamination station for residents or Fire Fighters.

Public Works Director Hollins updated the Board on recent paving projects on Corn Hill Road and Woodbury Lane. Public Works is halfway through their Town cleanup project. Hollins mentioned that the tires are the transfer station got sent out to recycling this week.

Selectwoman Carey made a motion to approve nonpublic minutes from 4/30/2020. Selectman Dickey seconded. All in favor.

The Board approves of the Library's proposal for re-opening for online ordering and curbside pickup.

Selectman Cherian mentioned to post the phase two of the bridge project, Phelps stated she would post it to the website.

Phelps received the draft audit from Plodzik and Sanderson and will send it out once finalized.

Phelps mentioned that Easler will be creating the first property tax warrant for 2020 and it will be ready to be signed on 5/21/2020.

Selectwoman Carey mentioned that this may be a good time to do the kiosk at the Boscawen Park/Jamie Welch Field since there will be no summer program this year. Last year the estimates were done and it is fully funded. Hollins mentioned he will make some phones calls to see when they will be available to put the fencing up. Selectman Dickey would like to see the plan.

Selectwoman Carey made a motion to adjourn the meeting at 7:54pm. Selectman Dickey seconded. All in favor.

Respectfully submitted by Sarah Gerlack.