

**Town of Boscawen
Select Board
MEETING MINUTES
Thursday, July 15th, 2021, at 6:00 PM**

In Attendance: Lorrie Carey, Paul Dickey, Matthew Burdick, Alan Hardy, Kellee Jo Easler, Kate Merrill, Jason Killary, Sarah Gerlack, Norma Caporale, Tim Kenney, Gary Tillman, Tama Tillman, Nicole Hoyt, Lieutenant Jason Killary, Gary Moore, Boise Masango, Robert Hayden, Sharon Nault, Eliza Morrison, Katie Zink Margaret Blank, Gail Devold, Roger Sanborn & Kearsten O'Brien

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

Roll Call: completed and guests introduced.

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

New Business:

Ms. Bosibori Mosongo introduced Robert Hayden, President of Standard Power, an energy consulting firm located in Nashua, NH. They started a program called Community Power, a partnership with Good Energy to bring communities together to utilize renewable energy companies and other producers to save money. Mr. Robert Hayden talked about the community's role in using solar energy and the different impacts of how it benefits the Town. He spoke on the importance of customizable contracts, longer or shorter while still keeping the utility, (Unitil). They provide consumer protection which prevents offering great rates and jacking the price up after the introductory period. Standard Power allows anyone with an electric bill to participate, commitment free and are dedicated to providing education to the community on helping to facilitate the growth of renewable power. Each community has the ability to explore their own roadmap and work towards the ability of becoming 100% renewable. There are additional programs the Town can explore for people in the community. Standard Power is the largest provider of renewable energy in NH, containing 25 hydro facilities and solar in a net metering program. They work under a two-page MOU. The contract guarantees to help the Town develop a plan, do all the customer outreach and help with the legislative stage or review stage with the Energy Department. It is a no cost, no risk relationship but a commitment is required at the time of purchase from the suppliers. The Town of Boscawen would be required to have an Energy committee involved in the decision-making process. To get started they would like the Town of Boscawen to sign an MOU and there is no commitment unless they decide to buy electricity. The next step would be to create a Community Power Committee that researches and is involved in decision-making. Selectman Dickey is interested in joining this committee. The legislator has been working on a bill to allow communities to do bigger renewable energy projects such as solar and hydro, bigger than 1 megawatt. The Governor has not yet signed this bill. Chairwoman Carey asked if they are looking at the Town of Boscawen as one municipality grouped with other municipalities or a single municipality such as Keene. Mr. Hayden said each Town is looked at as a separate entity but once the Town is ready to buy electricity, that is when municipality and its residents come together as one. Chairwoman Carey said if they moved forward, they would

want to include the hydro plant currently in Town. Chairwoman Carey asked about supplying power to both the school districts, a multi-town district. Mr. Hayden said leveraging net metering has to be in the same utility zone. If they are part of the Town, they can have those benefits. The community residents would have a voice through the Committee in creating the community energy plan. Residents automatically enroll but if they don't want to participate, they opt-out. Standard Power will not get paid unless the Town of Boscawen decides to purchase electricity. Selectman Dickey asked what the average savings is for Homeowners. Mr. Hayden said in Energy Department speed they look at a household that is 800 kilowatt hours per month. If someone went with 100% green option, it would be about \$104 a month. The low-cost option would be between \$15-16 a month or 2 cents per kilowatt. Selectman Dickey asked the difference between Community Power and North American Power. Mr. Hayden said the price difference varies because of the different attributes of metering. Mr. Tim Kenney asked if the maintenance of the lines would be taken care of by Standard Power. Mr. Hayden said they would be taking care of the maintenance and metering. Ms. Mosongo and Mr. Hayden left the meeting at this time.

Ms. Margaret Blank from Underwood Engineers presented an update on our asset management program created for wastewater and stormwater systems. The project was funded with DES asset management assistance, \$60,000 in principal forgiveness. The Town has completed work related to asset management prior to this project. The basic goals of the program are to understand the condition of the Town's wastewater and stormwater infrastructure, identifying and correcting current deficiencies, anticipate future needs and provide a basis to estimate the financial resources it will take to maintain and rehabilitate the assets as necessary. They would like to continue to grow the asset management program in the future. The components of the program are the vision statement, asset inventory and condition assessment, level of service (a set of goal the community wants to achieve), critical assets and priority projects, minimal life cycle costs (inspections, staffing), long term funding strategy, implementation plan and communication plan. The Town's vision statement is to collect institutional knowledge and make it available to staff members and town management, effectively communicate buried infrastructure needs to elected officials and members of the public. They couldn't get in to check the condition of the storm water pipe. They did see some deterioration at the invert of the pipe from the structure. If the entire system needed to be replaced, the estimated replacement cost for 31,000 ft of pipe is about \$13.9 million. The replacement cost of storm water inventory for about 19,000 lineal ft of pipe, culverts and interconnected storm water is about \$9.5 million. The scoring system is from 1 to 5. The score of one means the asset is brand new and in great condition and five meaning very poor and not meeting performance requirements. They put a one-year timeline for the purpose of the asset management program for addressing a Level 5 asset. They visited 135 out of 154 structures in Town. Boscawen still have a little bit of combined sewer still to look at in the system. It should be prioritized for replacement if rated a Level 5. There were 11 structures with the score of five. There are about 5 with the score of four and about 34 with the score of three which means they might have had moderate defects or more information is needed. They visited 146 out of 166 storm water systems. 110 out of 116 culverts were also inspected. The Town's storm water structure is fairly new. There are 9 culvert pipes with 364 ft. They couldn't find 6 of the culverts. The level of service is a set of goals for operating and maintaining the performance of the sanitary sewer collection and storm water system assets. They stick to specific, measurable, achievable, relevant and timely goals. There are 3 levels of service, the first section applies to

wastewater and storm water. The second section is to educate the public about the value of the system and the needs. The third section is financial planning to make sure the operations budget is adequate to achieve objectives. Sometimes the town may need additional services such as a specialty contractor to do the CCTB inspections. They would like to enhance the communication between the Town and the public as well as the Select Board members. Underwood recommends 20% a year for five years and after that period, figure out which areas need more frequent cleaning and inspection. The operations budget will include the regular inspections, cleaning and minor repairs. The capital budget will include the larger project. Once the capital projects are identified, the Town can make decisions such as replacing lining. Ms. Blank said they need to find out how they will pay for the capital projects. Some options include taking out a loan, loan forgiveness from SRF if the Town qualifies or from the capital reserve fund. When setting rates, planning for significant future needs begins today. For wastewater, they estimated a need for about \$3.6 million and for storm water there is a need for \$187,000. Staff still needs training to record reinspection results, maintenance of activities and develop own electronic forms. The map shows a list of fields associated with information on material, age and estimated replacement cost. It can be exported to a spread sheet and shared with the public and Select Board. Sharon Nault, Eliza Morrison and Katie Zink from DES talked about the progress Boscawen has made and the \$24 million in buried assets they now own. There is about a 25% investment over the next 10 years for the sewers. It is a small investment in the next 10 years that will grow over time. Ms. Nault encouraged the Town to move forward with the identified projects and finish the missing condition assessments. It is also important to get the storm water out of the sewer system. It is also important to keep Boscawen's plan updated, revisiting level of service goals on an annual basis and setting new goals on a regular basis. Ms. Blank said they identified the Town had a rainwater problem and groundwater water intruding into the sewer system so keeping it out will save the Town money when sending it to Concord's Waste Treatment Plant. Pre application for any project is due by June 1st. Nothing is finalized yet; it is still being discussed how projects will be divided. There is principal forgiveness for affordability. There will also be a rate study to help set an appropriate rate for the community. If rates are lower, you lose out on loan forgiveness. Ms. Zink said they put together a report, but it is still in draft form, it will be finalized soon. There is an attachment of the electronic spread sheet in the report. Ms. Nault will send it out again to the Select Board. Ms. Nault recommended leveling the funding plan across the timeline. Margaret Blank, Sharon Nault, Eliza Morrison and Katie Zink left the meeting at this time.

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Dr. Gail Devoid, Chair of the Zoning Board of Adjustment supports Mr. Edward Cherian to join the ZBA Committee. He has been on the Board previously and brings great qualities to the Committee. Mr. Roger Sanborn recommends Mr. Cherian to join the ZBA as well.

Selectman Dickey motioned to accept the approval of Mr. Edward Cherian joining the ZBA Committee as an alternate member. Seconded by Selectmen Burdick. All in favor. None Opposed.

PCD Assistant Kearsten O'Brien, sent out a LUCT in the amount of \$84,900 for Map 49 Lot 6.

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Selectman Dickey motioned to approve the Land Use Change Tax for Map 49 Lot 6 in the amount of \$84,900. Seconded by Selectman Burdick. All in favor. None Opposed.

PCD Assistant O'Brien said the Economic Development Committee met on Monday. Ms. Adele Sanborn had an idea of having a way of letting the community know what's going on. She wasn't aware that the Town currently has two event calendars. One is for town events, and one is for community events. Most people didn't know that they had a calendar for community events. PCD Assistant O'Brien suggested having one calendar and putting everything on it for the website. Selectman Burdick suggested color coordinating the different meetings and community events. The Economic Development Committee also talked about creating an Instagram account to promote local businesses along with promoting other Committee's such as the Conservation Commission's Walker Pond project coming to Town. Everything will be pictures and PCD Assistant O'Brien will be the administrator of the Social Media platform. Finance Director Katie Phelps and Planning and Development Clerk Crystal Tuttle will also help monitor the account. The Instagram account will be up and running tonight.

Selectman Dickey motioned to approve a Town of Boscawen Instagram account following the social media policy created by the Town. Seconded by Chairwoman Carey. All in favor. None Opposed.

Selectman Burdick motioned to approve combining the calendar into one for community events and Town meetings on the Town website. Seconded by Selectman Dickey. All in favor. None Opposed.

Commercial Street closure update.

Town Administrator Alan Hardy said the roof structure is completely gone at the end of the West end of the Stratton Mill building on Commercial St. Fortunately, most of it went inside the structure. Unfortunately, the wood will get heavier when it rains, it may come down vertically. There is nothing the Town can change in the EPA schedule to move forward with demolition. They are aware that there is deterioration. Lieutenant Killary, Public Works Director Dean Hollins, Chief Timothy Kenney and TA Hardy looked the buildings and there is a risk some of the debris could fall down into Commercial St. How long it is closed off is simply a matter of public safety. Mr. Hollins is ordering No-Thru Traffic signs in case we have to close Commercial Street.

Chairwoman Carey said that our lawyer is working on getting the Town some deed relief on the 1913 Library in terms of the flexibility to do something else with it other than the original uses it was built for. The Torrent Building is currently being used for storage for the OHD Committee. TA Hardy said the condition of the Torrent Building will be an issue before the 1913 library. The 1913 Library has had repairs to stabilize its condition. Chairwoman Carey asked if they would like to nominate the Torrent Building for the Seven to Save program, to go after L Chip money. TA Hardy is concerned with our ability to find matching funds. There aren't funds to match anything with, the budget is that tight. The maintenance has been deferred because they have cut back on funding.

If we find project money available for major infrastructure work, the Town will need to authorize a bond to complete the work. The longer that maintenance is deferred, the higher the cost will climb. The continuing cost of construction and the infrastructure wearing is going to be the biggest issues. Updating the Torrent building roof is the most important part currently. There is

about \$5,000 is the Torrent Building operating budget. Chairwoman Carey said it is about \$15,000 for a new roof. Chairwoman Carey suggested budgeting or fundraising to match for next year. There aren't deed restrictions on the Torrent building. Chairwoman Carey suggested looking at the vacant former Police Department, the Torrent Building and 1913 Library. Chief Kenney said there is a tenant in the back of the Torrent Building that they would need to look into for ownership purposes. Chairwoman Carey said they are a separate non-profit entity, so they don't need to worry about that. TA Hardy noted that there is also a floor issue in the Torrent Building.

EMD Jason Killary looked up radar quotes from Custom Signals to advise the board on potential replacements for our shared radar trailer. The Town runs custom radar units in the cruisers, and it has a better warranty than other manufacturers. EMD Killary sent everything Custom Signals make as far as portable or semi/fixed radar solutions they have looked into. The signs in Salisbury are the PMD 10 and 12 full mounted displays and same with the radar trailers monitors. The current radar trailer monitor is 18 inches. There are also variable message displays. The smaller streets such as N Water St. would be difficult to put a variable message on a radar trailer because they are too big. They can program the messages to change signs such as slow down for speed. EMD Killary suggested the 18-inch HP+ display for a radar trailer because it is most visible. It comes with the speed limit of the roadway. It takes data as well which will help the police plan how to reinforce the speed limit. The pole mounted display fixed and semi-fixed, EMD Killary suggested 12 inches and they are movable. The point is to have them on the pole for a while. EMD Killary suggested the fixed mounted, but the problem is it doesn't include the pole. It would be great on King St. but with the renovation coming up it wouldn't be ideal. The 18-inch HP+ display at base price \$11,600 is cheaper than the original trailer they bought 10 years ago. The variable message sign board comes with radar attached. EMD Killary would recommend one without a radar. There is not enough money in impact fees to purchase them, a lot of money was encumbered last year to offset the cost of the technology upgrade this year for the cruisers. Selectman Dickey thought it would be covered under public safety. Staff will look into it and work on the public safety application. Chairwoman Carey said they discussed that the Water Precinct has the impression that the Town can give them the ARPA funds for water needs. TA Hardy said the money is very compartmentalized so it couldn't be used for the Water Precinct purposes as we currently understand the rules. We continue to get updates on the application process.

Old Business:

TA Hardy said the MRI Contract for the Fire Department has been previously approved and signed by the Select Board on June 3. Ms. Penny Sarcione has asked to move the Parks and Recreation update to the next meeting, July 22nd.

TA Hardy said they have been working to get Welfare Administrator Sarah Gerlack's office updated. They now have two viable bids for contractors. One was the door company that the Town met for a bid of \$5,000. TA Hardy encouraged Facility Director Gary Moore to reach out to contractors that he may have worked with in the past. There is a contractor that has given FD Moore a bid for \$3,000 to renovate the office. It will cost the Town a little more because there will be a different person to do the electrical work. It will be paid out of the building fund for the

Municipal Building. The office will match Town Clerk Nicole Hoyt's office. The window will be positioned the same on the other side. If they can reuse the door, they, have they will, if not, it will be \$400 for a new door.

Planning and Community Development Director Kellee Easler said they received a complaint form. The issue was previously dealt with, and she has been working with the applicant since June. The applicant is taking steps and they received a package and will make a decision if they want to move forward. PCD Easler asked how the Select Board would like to move forward with the complaint. Chairwoman Carey said the observer was unaware that progress was being made in this area and the Town was working on it. She advised to email the observer stating it is a work in progress and initial contact was made back in June. Indicate the process started back in June and thank them.

PCD Easler sent the Select Board the Boscawen Economic Development and Old Home Day Committee Draft Authorization Statements. There is a Police Advisory Committee, but PCD Easler was unsure if they were classified under the Select Board. She will draft up agreement statement to bring to the Select Board next week PCD Easler asked the Select Board to review the statements and then next week they can sign off. There is no longer a Public Works Committee.

PCD Easler discussed the court hearing results for Kenney's Garage. The owners have agreed to begin the Site Plan Review process with the Planning Board to determine if it is an Automotive Service Center or an Automotive Junk Yard.

The parties will meet again in 90 days to check on the progress. Kenney's Garage is making substantial gains on the property, reported about half already taken care of. The judge asked for 90 days due to scheduling conflict so they will be back in court on October 20th. 20 High St. is getting worse. Selectman Dickey said someone is living there. Selectman Burdick agreed and has seen activity. TA Hardy said if there are enough witness statements then they can deal with this issue. PCD Easler said she would like written statements if it had to go to court. TA Hardy said there is no action currently on removing someone from the property. PCD Easler is concerned with the garbage with the food pantry next door and the possibility of rat infestation. It will cost approximately \$2,500 to clean up the property again if they wish to pursue the problem. Selectman Burdick suggested utilizing the team that FD Moore set up for the 1913 Library. TA Hardy said they haven't had any complaints from the food pantry. Selectman Dickey is concerned of the health issue with the smell of the trash. TA Hardy said it is the health officers' issue to deal with the smell and similar complaints. Selectman Dickey asked PCD Easler to go check out the smell. The Select Board will make a decision next week. TA Hardy said when they go in, they have to address themselves as the Health Officer at that time.

WA Gerlack said they are doing a food drive for the Back-pack Program in the month of August. They will have a donation container in the lobby. Elektrisola will be hosting baskets and Franklin Savings Bank will also have a donation bin. They are also trying to get something together with the school. They will post all the information and each place has asked to put a shopping list with pictures so anyone can take one to know what they use for the kids. WA Gerlack sent the Select

Board the Welfare guidelines and policies for signatures. They can change anything in the application if they need to.

Lieutenant Killary checked the AED across Town. The highway department has the only good one. The Police station has three, they are all Zole. They ordered new pads. The one at the Dorval House is completely out of service with expired pads and a dead battery. Chief Wyman ordered new ones, but they are on back order. Chief Wyman will call the guy tomorrow to check on when the new pads will be shipped.

Mr. Hollins said they finally got a pavement schedule. They attempted to get it done July 3rd but it became a disaster. They went back in and regraded everything. They started paving the transfer station and they have another crew to help pave Corn Hill Rd as well. They have a half a mile left on Corn Hill rd. to put the topcoat on. It may not be done this year due to rain and the shortage of help. They have a couple pick-ups going in for service. One has no power windows, and another has no AC. The F550 has been dripping water out of the roof because of the rain so they will replace it with silicon. They are hoping to have it replaced this coming March. They marked out the end of Corn Hill rd. to dig safe it. Knowlton Rd. is supposed to be paved by tomorrow, but Mr. Hollins isn't certain it will be done. Mr. Hollins priced out some grapple buckets today. He is waiting on prices. They are slammed with demo right now.

Chief Kenney reached out to Chief Shawn Brechtel from Penacook Rescue Squad about the training requests. He was going to reach out to DPW and Park programs for numbers to get everyone trained together. Chief Kenney told Chief Brechtel that daytime would be preferred for most people. The fire department does their own CPR certification, but they don't have the training to offer First aid certification.

Chief Kenney is hoping to meet with MRI next week to tour the Town. They will look into target hazards to see what they need to protect in town. The river water is very fast right now so Chief Kenney highly recommends people staying away until it slows down. The new update on their mini-pumper fire truck build is for August 3rd. They aren't sure if the computer chips will be ready for then. Chairwoman Carey said Boscawen kids were told by VLAX to contact their Fire Department to get them CPR certified. Chief Kenney will reach out to Chief Brechtel to help get them scheduled.

PCD O'Brien said she has sent out the Planning Board's Capital Improvement Committee information and if Committee members want to add anything to it, they need to get their paper in for the meeting on August 2, 2021. PCD Easler said the Committee will meet one time and the next step is bringing it to the Planning Board August 3, 2021. PCD O'Brien said they met with Stephanie Alexander for Hazard Mitigation. There was misinformation stating they meet once a year, but they must meet four times a year. Hazard mitigation will be a 2-hour meeting and follow after the Joint Loss Committee meeting.

Chairwoman Carey motioned to approve \$2,200 from Contingency for Central NH Regional Planning for the Compliance with FEMA Hazard Mitigation. Seconded by Selectman Dickey. All in favor. None opposed.

TA Hardy asked for authorization to send the contract to contract for the OHD fireworks.

Selectman Dickey motioned to approve TA Hardy's authorization to send the contract to move forward with the OHD fireworks. Seconded by Selectman Burdick. All in favor. None opposed.

TA Hardy brought up the suggestion of a beer tent for OHD. EMD Killary said in Hopkinton they brought one in, and it was a big concern. It actually turned out great and it was policed by their own people. They made it so each person got two bracelets for beer. There has to be food if they sell alcohol. Elektrisola is hosting an event at Winthrop Carter for the Town during Old Home Day Week. It was going to be part of the fireworks. If it is part of Old Home Day, TA Hardy is asking for the board's approval with conditions under our Primex insurance policies. Selectman Dickey said the school wouldn't approve having it there. It would have to be at the Jamie Welch Field. Selectman Burdick said he thought they were talking about an Elektrisola night where they would have a run or an event and at the end, they would have a beer tent that ends at the finish line. Elektrisola would be liable for liability insurance and would be sponsoring the event. TA Hardy said it would be at the Winthrop Carter house.

Chairwoman Carey motioned to approve TA Hardy moving forward with Primex under their conditions. Seconded by Selectman Burdick. All in favor. None opposed.

Committee Updates

Chairwoman Carey said the Agricultural Commission met this week. They are updating Rack Cards to put at the kiosk on the rail trail to promote local businesses. They are doing a composting update to cut down on the food waste that can be composting. The community garden is 90% full and they are working on freedom to repair your own equipment. Economic Development Committee is talking about having a developer's day similar to Old Home Day business and a Boscawen Pitch sheet to pitch attributes of the community. They are creating a business communication system for events and the discussion of the kiosk on the rail trail.

Chairwoman Carey motioned to go into non-public under RSA 91A:3 II (I). Seconded by Selectman Dickey. All in favor. None opposed.

The Select Board returned to public session.

Motion made by Chairwoman Carey to seal the non-public minutes under RSA 91A:3 II (I,L,S,T), seconded by Selectman Dickey. All in favor. None opposed

Next Meeting:

Thursday, July 22nd @ 6PM.

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

Respectfully submitted by Hannah Gardner