

Board of Selectmen
Town of Kensington, NH
95 Amesbury Road
July 10, 2017
Meeting Minutes-Draft

In Attendance: Norman DeBoisbriand, Chairman; Robert Wadleigh; Linda Blood

Norman opened the meeting at 6:31pm, Bob seconded, all in favor.

No one was present for Citizen's forum.

Chief Sanders stated that he had nothing to report to the board at this time.

Scott MacDougall reported to the board on behalf of the fire department. He explained that there were 3 motor vehicle accidents, one resulting in fatality and thanked the police department and his department for working well together. He is working on the back log of billing for Comstar. There was also an issue with washing the departments gear after an accident and indicated that they would need to replace the current washer soon. He presented the board with prices of the one that would be needed, he understands that they might have to wait to the end of the year to purchase to see where they are in the budget. This is an extractor type of machine that meets the standards of the department and state for cleaning the departments equipment.

Dave Buxton approached the board and stated that there should be two bids received for the work that needs to be done to the drainage on Osgood Road. The board opened and reviewed the quotes. Bob read the quotes, Syvinski \$9390.00 and Matrix for \$8230.00. Bob made a motion to award the job to Matrix for \$8230.00, Linda seconded, all in favor. Dave stated that there is still an issue with a resident running the drainage from their property onto Osgood Road. The board will send them a letter asking them to come to a meeting to discuss the issue. There was also another quote for a tree to be taken down on Stumpfield Road, and where the last quote was awarded to Seacoast Tree, David only asked them to quote a price. Bob made a motion to award the job to Seacoast Tree for \$500, seconded by Norman, all in favor. Another issue with a swale located on Trimble Trail, so Dave got a quote from Matrix to do the work. Bob made a motion to accept the quote from Matrix on the work to be done on the swale in the amount of \$3107.00, Linda seconded, all in favor. Dave would like to take a 200 foot section of road and repair it using an alternate method. He will then report back to the board on how the method worked. The board approved for Dave to see how this method works and report back to them before proceeding to use the method on other sections.

Robert Gustafson reported to the board that the system for the town hall has been approved and should be installed within 7 months to a year. The board has a quote on a system, but will obtain a few more. Norman stated that the board is looking to put the position with the new Fire Chief, but will fill the Emergency Management position temporarily until a new Fire Chief is hired. Mr. Gustafson recommended Chief Sanders because of his knowledge with the Emergency Management functions. The board took this under advisement.

Carlene Wiggin, Tax Collector reported that there is an abatement to sign for a trailer located at the Greenland International Campground. Norman made a motion to approve the abatement for the camper located at the Greenland International Campground, Bob seconded, all in favor.

Town Clerk- Kathy reported for Dawn that the office will be closed this week on Tuesday and Wednesday due to health and family issues.

Holly McCann addressed the board for the recreation department and explained about the field complaint issue. She and Norman had gone to the field to see the damage and noticed that the field has some grass damage and wear and tear areas in the sod on the multipurpose field. This will be discussed with the Trust to see who can repair the damage. Holly and Kathy will work on the billing for the season, there will also be a letter in with the bills to let the organizations know that the board will be working on adjusting fees for the 2018 season.

There was also the invasive species of the woolly adelgid noticed on the trees at the park, the board will let Bruce know that they are aware of the situation and see what organic treatments can be used. Mr. Gustafson told the board that Sydnee Goddard is working with the state on the issue because some species were noted in the conservation areas. Holly reminded the board that the Trust wants to set a meeting with the board to discuss and renegotiate the current agreement sometime in September. The festival went well and Holly will be working on drafting thank you letters to all those who donated to the event.

Field C rental- the Pinnacle will be renting the field for an annual softball game on July 27, 2017 from 9am to noon. Norman made a motion to approve the rental, Bob seconded, all in favor.

The concession stand was discussing the need for a deep cleaning of the stand at the end of this year. The board will work on getting quotes from people to do this.

Chief Sanders reviewed the Parking Ordinance and made some suggestions to the board. Some of the changes were to state that there shall be permission granted by the board of selectmen for any parking lot owned or maintained by the town. Signs will be placed on the town owned land and the conservation land. The notice requirements will be reviewed so that the changes can be made.

Fire Chief Job Description- the board received the job description forwarded by the department members. The board is looking to post the position within the town on the NH Municipal Association as well as the Seacoast Fire Officers Association. This position will have the salary listed as negotiable, to get the listing out quicker. They are looking to post for at least 3 weeks. Scott MacDougall will be on the interview panel when they are conducted.

The board will follow up with Exeter on the information that they had requested about 4 months ago to see where they are. It was asked if any other towns were approached to help with coverage, and the board did not reach out to any other surrounding towns.

Robert Gustafson will be resigning at the end of the month due to work conflicts and the board will need to appoint someone to fill in until a new fire chief can be hired. The board asked Chief Sanders if he

would be willing to fill in and he agreed. Norman made a motion to appoint Chief Scott Sanders as the Emergency Management Director, Bob seconded, all in favor.

Snow Removal- Tina Favara was present to speak to the board about the plowing of the Elementary School, she had not attended the last meeting so asked where the board was with this. Bob explained that the board is willing to keep the schools snow plowing in the town's budget for this year but would like them to keep in mind when doing the budget next year. Ms. Favara explained that no one was willing to give quotes to them for just the school parking lot. The School Board is hoping to keep the school plowing within the town's contract, but to separate it out and pay for it through their budget. The board suggested having them come back before their budget season, Ms. Favara stated that would be in August, she will get back to them on which date will work for them the 7th or 21st of August.

Burner Permits were discussed. Kathy has 3 that came in today and needs to know who will be doing that process for the town. The board suggested contacting abutting towns to see if their inspector would be willing to fill in until one could be appointed. Suggestions were made to approach the current building inspector or local plumbers. Scott MacDougall asked if there was a checklist to go by that had been turned into the town. Kathy has never received a checklist only the signed permits. Scott agreed to do the burner permits in the interim. Bob made a motion to appoint Scott MacDougall as the Burner Inspector, Norman seconded, all in favor.

Crosswalks in front of Eastman's Corner were reviewed. The board had gotten legal advice on the wording and all parties are in agreement with the current wording. Bob made a motion to sign the contract with the State for the crosswalk at the farm, Linda seconded, all in favor.

The Lambert and Hansard easement agreements will be looked at after the planning board has received answers to their questions on the proposed design.

Trust Agreement- Holly explained that at the last meeting of the trust all of the signed documents were forwarded to the trust members and she will forward them to the board. The board approved for Norman to contact a law firm to review the wording in this agreement, and to ask any questions that the recreation department might have. Holly will send out an email to the recreation department asking if they have any questions on the agreement.

The board was asked for non-public minutes that were sealed, and those cannot be released to the public because they were sealed.

There was another question posed asking why the board went into nonpublic and that was for a personnel reason.

Norman asked if the board would allocate money to put in some shrubs and other landscaping around the town hall. Bob made a motion for Norman to spend up to \$500.00, Linda seconded, all in favor.

The building inspector forwarded a letter to the board on some damage that was done to a septic system off of Wild Pasture Road by a ditch witch when putting in an irrigation system. No motions or decisions made, just informational.

PA-28 form was submitted to the board from the state. It is a yearly form that needs to be returned to the state to inform them if the town will be doing the yearly inventory forms. The board checked off that they will not be using the inventory forms. Bob made a motion to sign the PA-28 form, Linda seconded, all in favor.

Bob and David met with Matrix about the parking lot at town hall, and let the board know that they will be doing the work on the parking lot soon. Chief Sanders asked to be notified when they will be doing it so that he can move the cruisers out of the way of the pavers.

The board discussed who will be taking on the responsibility of getting the quotes for the fire ponds and overseeing the work. Scott and Paul stated that they would be willing to help but not oversee the whole project. The board had discussed before that David could obtain the quotes, Bob will speak to him about it. The fire pond next to the town hall will be done first. Kathy has gotten calls from a resident asking if the Drinkwater one will be done this year as well. She stated that Unitil might want to help with some of the expenses. The board will draft a letter to Unitil to see if they are interested in helping with the Drinkwater Road fire pond.

The bills were reviewed and signed by the board.

Kathy informed the board and made copies for them of a letter received from the state on the Seabrook Groundwater in response to the letter that the board sent to inform them that they rescinded their vote to be included in the inspection process. They were glad that the town is interested in protecting the groundwater in Kensington and included a pamphlet.

There were complaints made about the intersection area of Highland Road and South Road that the sight distance was terrible. Matrix was asked to cut down the brush and did it at no charge for the town.

Bob informed the board of the subdivision application before the planning board and his thoughts on the project. He is concerned that what they are proposing is beyond what the town is equipped to deal in reference to the clean outs that will be needed.

RSA 91-A:3, II (b,c)

Norman made a motion to enter into nonpublic at 7:50pm, Bob seconded, all in favor.

Norman motioned to leave the nonpublic and seal the minutes at 8:18pm, Bob seconded, all in favor.

Norman motioned to adjourn at 8:19pm, Bob seconded, all in favor.

Respectfully submitted,

Kathleen T Felch