

TOWN OF KENSINGTON
BOARD OF SELECTMEN MEETING
Kensington Town Hall
95 Amesbury Road
Kensington, NH 03833
THURSDAY
February 1, 2018
Meeting Minutes-Draft
6:30pm

In Attendance: Norman DeBoisbriand, Robert Wadleigh, Linda Blood

Others in Attendance: Holly McCann, Donna Carter

Norman called the meeting to order at 6:30 pm, Bob seconded, all in favor.

DEPARTMENT HEADS:

- Recreation Committee- work session/meeting

Father Daughter Dance Contracts:

- DJ Entertainment and A&B Entertainment Contracts were reviewed. **Norman made a motion to approve the DJ Entertainment Contract, and the A&B Entertainment Contract, Bob seconded, all in favor.**
- Field Rental Policy- Revisions to the Rental Form-There were ideas on how to adjust the application form to allow for a cleaning fee of \$50 per hour, due to the condition of the bathrooms after rentals last year. This fee will be billed back to the renter if the facilities are damaged or left in disarray.
- To allow for a deposit of 50% of the rental amount.
- The rental deposit fee of \$50 per organization, this will apply to all rentals. This amount will be returned if the facilities are left in good condition.
- Cancellation policy was discussed and light fee will be applied and charged to the organization if they do not call to cancel in enough time. Clear policy with backups that can cancel lighting will be worked out with email and phone numbers.
- Rates are left the same, due to the research of other towns.
- Light charges will be reviewed and compared to see if the fees are enough per night.
- The members in attendance agreed with the changes and the draft will be adjusted and forwarded to all for review.
- Changed the discount rate sheet:
Have to show Kensington children are participating in the program, and available upon request. Must participate in **scheduled** clean up day, no participation makes them ineligible for discount. Allow for 20% reduction on entire field rental not just after 20 hours of rental.
- calculate discount and confirm registrations and 50% deposit upfront.

Baseball Field Rental-

HYA Baseball would like to use the baseball fields. The games are on Saturday and Sunday's only. They will be able to pay and they are nonprofit, but do not take Kensington children due to Kensington not

being in their territory. The board was okay with Holly contacting him to have them submit an application.

EJBSL-

EJBSL got ahold of the town and they stated that there was a verbal agreement with them, and a past trust member, that the field rentals would be at no cost due to them participating in the field clean up. It was stated that they had spent \$2-\$6k per year per field. The committee was told that they did not participate in the clean-up day. They do pay for the tournaments held at the park, at a discounted rate. There will be a fee assessed to the field rentals this year at the discounted rate.

Field Rental- Flag Football:

The board reviewed the Seacoast Flag Football application. They have requested April 7-May 2, 2018, this will be for Saturdays only from 9am-3pm. Holly asked when Lacrosse used the fields last year. They started April 30th last year and the board will work with them, but have not received an application at this time. **Bob made a motion to approve the permit, Norman seconded, all in favor.**

Scheduling for the Fields:

Documents need to be viewed by multiple people that can be updated and review at the same time. Holly stated that she is willing to continue with the scheduling and there will be a document created for all involved to be able to view it at any time and be able to update when needed.

Concession Stand- there is a need for this to be deep cleaned before any use this year. The Board is not sure what the status will be with the concession stand this year.

Summer Camp:

Posting for 2 Positions are needed, the Camp Coordinator and the Camp Director. Samples were reviewed. Holly added information from the slides that were given to her from the past directors. The job will be posted to the Municipal Association and the local newspaper as well as on the Town's website under Summer Camp, Employment Opportunities. The Counselor positions will be posted on the website now. The dates for the camp sessions were determined, and the same themed sessions will be done as last year. The Coordinator and Director positions do not offer benefits.

• Assessing Office – Kathleen Felch

- Health Trust Portal Authorization. **Norman made a motion approve Kathy to be the authorized user for HealthTrust. Bob seconded, all in favor.**
- Fire doors in the town hall. Request to have the tension released. The board is okay with Art looking at them to see what can be done.
- Board reviewed the letter from the DOT on the crosswalk.

School Board Letter from the Board-

The board reviewed a letter to respond to the School Board addressing the misinformation on the plowing.

Norman made a motion to have the letter sent to the school board and posted on the website explaining the plowing situation. Bob seconded, all in favor.

This letter will be an addendum to this meeting.

Recycling Letter to the Town-

Explaining the recycling situation and that it is not due to B&S Disposal, but contract negotiations. This will be posted to the town website. **Norman made a motion to have the letter on recycling to the Residents of Kensington issued on the website and be part of the minutes of the meeting. Bob seconded, all in favor.**

Charrette Report-

The board is very concerned with the document received on the Charrette, and cannot support it being released in its current form.

They are concerned in a number of ways:

- The board never had the opportunity to review the report before it was issued.
- An item on page 6 should be deleted from the report and should have never been included.
- There looks to be favoritism, and information that was irrelevant to the Charrette and was never discussed at the Charrette.
- There are buildings discussed that the town has no control over.
- The grange has had improvements done that will make it a more functional building for the town.
- The board will prepare an email to PlanNH.

Bids on the mowing were glanced at and not fully reviewed, they will look at on Monday the 12th of February.

- Bills were reviewed and signed.

Norman made a motion to leave the public session at 8:27pm, Bob seconded, all in favor.

Respectfully submitted,

Kathleen T Felch



State of New Hampshire
Town of Kensington

95 Amesbury Road
Kensington, NH 03833

To the Residents of Kensington,

The Board of Selectmen is aware of the concerns of residents of Kensington in regard to the Town recycling program for Kensington. There seems to be some misconceptions about what has happened and what actions the Board has taken to resolve the situation. Hopefully, the information provided here will reassure residents that we take this matter seriously and have been working diligently to restore the recycling program.

The Board was informed in November 2017 that Integrated Paper, who processed our recycling, was bought out by a new owner. When contacted, the new owner informed the Board that they would only take cardboard and paper. As a result, Kensington did not have a facility to process all of our recycling. A search was begun for a new recycling facility. Companies contacted desired the Town to use "split stream," meaning they would accept paper one week and plastic and glass the following week. The Board was trying to keep the same system (single stream) accepting both plastic, glass, cardboard and paper on the same day. A company, Greenworks of Peabody, Massachusetts, was identified that would accept single stream.

In December, the Board requested a contract from Greenworks for review and sent it to Town legal counsel for review. The attorney came back with several revisions to the contract to be discussed with Greenworks. This contract also has an impact on the B & S Disposal contract. Based on revisions made by Town Counsel, the Selectmen are in the process of negotiating with Greenworks and their legal representative. We are in the final stages of this process, hoping there are no further items that will hold up the process.

The Board has taken the recycling program seriously, agrees with the environmental benefits of recycling, and understands the concerns of residents. The Board also has a fiduciary responsible to act in the best interest of the Town by choosing a recycling facility that appears to be stable in the industry, will meet Town resident needs, and will charge a reasonable price per ton.

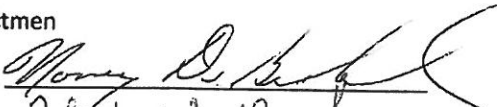
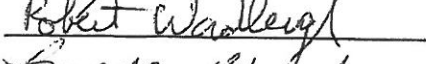
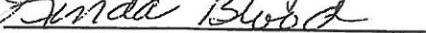
The Board, along with B & S Disposal (our recycling vendor), want to ensure all residents understand the recycling program. We plan to develop an educational program on how to prepare your recycling and what can be recycled. You may not be aware, but there are many items that are not recyclable and, if found, serve to "contaminate" a load. A contaminated load will cost the Town double the tonnage rate and may cause the load to be rejected as recyclable and placed into trash at their plant. This defeats the overall purpose of recycling and does little to achieve the desired environmental impact. For further information or updates, please see the Board of Selectmen minutes which are available on the Town website.

Kensington Board of Selectmen

Norman DeBoisbriand

Robert Wadleigh

Linda Blood



State of New Hampshire
Town of Kensington

95 Amesbury Road
Kensington, NH 03833

To Kensington School Board,

This letter is sent to your Kensington School Board to address misleading allegations against the Board of Selectmen in Kensington School Board minutes dating back to September and December of 2017. The Board feels there are several inaccurate statements made by the Chair of the Kensington School Board. As the Kensington School is aware this process started in April of 2017 with a letter sent to the Kensington School Board outlining the issues of the Town plowing the school parking lot.

To refresh your memory, there are two issues: the first is proper accounting for both the school budget and the town budget. Currently the Town budget is inflated as a result of this expense and the School budget is understated by this expense. It is our fiduciary responsibility as elected officials to portray an accurate accounting of accounts in the budgeting process. The taxpayers of the Town have a right to know where their money is being allocated and spent. The second issue is the liability aspect of the Town paying this expense. Currently the Town is exposed for a liability claim for providing this service.

As stated above, the Board of Selectmen gave notice to the Kensington School Board in April 2017. The Chair of the Kensington School Board, Tina Favara, was present at a Board of Selectmen meeting July 10, 2017. Ms. Favara made a request, based on the fact that the School was in the middle of a budgetary year, that the Selectmen (Town) continue to plow the parking lot. The Selectmen agreed to continue to plow the lot for the school, however the Selectmen asked Ms. Favara to consider the plowing in their next year budget. Ms. Favara also explained that no one was willing to give them a quote to do just the school parking lot. She stated the Kensington School Board was hoping to keep the school plowing within the Town's contract, but to separate it out and pay for their portion through their budget. The Board of Selectmen suggested having her back to discuss details and Ms. Favara stated she would get back to the Selectmen on which date would work for them either, 7th or 21st of August. The next time the Kensington School Board requested to be on the Selectmen's agenda was September 27, 2017, by Mr. Cole, and at the Selectmen's meeting on the 2nd of October the board decided to address the subject at the next meeting on Oct 23, 2017. Mr. Cole attended the Selectmen meeting and discussed that the Kensington School Board would be willing to pay for their plowing that the school was responsible for. Mr. Cole also stated that the Kensington School Board was on the same page as the Board of Selectmen in getting the plowing out of the Town's Budget. David Buxton told Mr. Cole and the Board of Selectmen he would check with the plowing contractor and get a price. The Selectmen stated to Mr. Cole they would get back to Kensington School Board with a budget number. Mr. Buxton also stated he would request the current contractor to track the plowing to give the school a more accurate accounting for future budget projections. In November the Board of Selectmen sent a dollar value to the Kensington School Board on an estimated cost. The Board of Selectmen was unaware that the Kensington School Board received any quotes for plowing based on Ms. Favara's statement at July 10 meeting. The Board of Selectmen received estimates from a vendor that the town has used for other projects and forwarded it to the Kensington School Board in November.

In January, 2018 of this year the Board of Selectmen received notice that Kensington School Board was going out for bids to plow and sand the school lot. The Board of Selectmen have no problems with the Kensington School Board receiving bids on this project and had encouraged them to do so early on in the discussions. However, no communications after November was received by the Board of Selectmen that Kensington School Board had any issues with what they received from the Board of Selectmen. Statements made by the Chair of Kensington School Board were surprising and concerning to the Board of Selectmen.

Based on the accurate depiction of the facts stated above it was disheartening to review the Kensington School Board minutes of September 11 and December 13. The Board of Selectmen did not seek to undertake the plowing and sanding job. The Board of Selectmen were only acting to assist the Kensington School Board request to undertake this project on July 10.

The Selectmen have made every effort to work with the Kensington School Board in a professional manner, and have kept the line of communication open and honest. If the Kensington School Board had any issues with Selectmen they could have come and should have come to discuss it in any of our biweekly public meetings. The Kensington School Board did not do this. It is the hope of the Selectmen that the public is made aware of all the facts so they can make an informed judgement. The Board of Selectmen is willing to cooperate with the Kensington School Board with any of their needs and wish them success in the bidding process.

Kensington Board of Selectmen

Norman DeBoisbriand

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