

KENSINGTON BOARD OF SELECTMEN MEETING

95 Amesbury Road

MONDAY September 13, 2021 – 6:30pm

Minutes – Approved 9/27/2021

In attendance: J. Pace, B. Solomon, B. Gustafson.

At 6:31pm J. Pace called the meeting to order.

J. Pace read from an email from Sawyer Rogers, a Kensington resident, and student at UNH, who has chosen to research social capital in Kensington for his honors thesis. Please help with his research by taking the survey sent to all Kensington residents in the Community Newsletter (2021 September and October Edition).

Social capital is defined simply as the human resources and connections within a community. By participating in this research, we can discover more about Kensington and our community's current condition.

***At 6:33pm J. Pace opened the Public Hearing.***

**PUBLIC HEARING:**

**ACCEPTANCE OF GRANT FUNDING-UNANTICIPATED REVENUE**

- In accordance with RSA 31:95-b to accept unanticipated funds for 2021.

\$112,663.19 in unanticipated funds need to be accepted. \$110,238.19 comes from ARPA, \$2,125 comes from Emergency Management from Seabrook Station and \$300 comes from Police Department revenue. Chief True described new guidelines for ARPA funds and projects that it can be used for. J. Pace felt the money should be used for one-time expenses such as future purchase and maintenance work. He also asked for information on whether the funds could be used for planning for facilities that don't meet state or federal regulations. \$2,125 is a normal quarterly assessment from Seabrook Station and seen as a reimbursement. These funds are managed by the State for training and equipment. After discussion, the funding of \$110,538.19 were deemed to be unanticipated, and \$2,125 from the Seabrook Station Emergency Management were considered anticipated.

***At 6:40pm B. Gustafson made a motion to accept \$110,538.19 from the ARPA funding and \$2,125 from the Emergency Management Seabrook funds. B. Solomon seconded. All voted in favor.***

***At 6:41pm J. Pace closed the Public Hearing.***

**DEPARTMENT HEADS:**

- Police Department – Chief Scott Cain –
  - There is a 91A request from Mudrock.com, a journalistic website from Somerville, Massachusetts requesting budgets from 2001 – 2021 and a history of employee's race and gender. Any information will be sent over as able as well as an initial response. Privacy of personnel records were discussed regarding individuals in a smaller town. Some aspects of personnel files are not public record.
- Fire Department – Chief Jon True
  - Kaden Smith has completed his EMT course and the fire department will help him pass the national test.

***At 6:42pm B. Solomon made a motion to bring on Kaden Smith as Firefighter / EMT. B. Gustafson seconded. All voted in favor.***

- Engine 2 passed inspection with no issues. Ladder and hose testing will take place on all engines Wednesday, Thursday and Friday.

- Emergency Management - Chief Jon True –

- The Chief would like to thank Kathleen Felch for working on the SAM account. This is used by all departments to get grants and it needed updating.
- Next Wednesday, September 22<sup>nd</sup> is the tabletop exercise for Seabrook Station at Pease Airforce Base. The department will be working through the new REP which was approved Friday. There will be training to follow along with WebEOC training. This is used statewide to track events in the state and surrounding towns. The Chief and a representative will demonstrate how to use it.
- Chief True will have project guidelines out before end of week for another grant. The Town Hall server room and server needs may fall under this grant program.

- Road Manager – Matthew Armstrong-

- Repair of potholes on Oak Ridge, Hilliard, Hoosac, and Whipple Roads.
- Discussion with Bell and Flynn to schedule shoulders Hobbs Road and Shaws Hill

Checked trash on Hampton Falls line, reached out to Buxtons to get documentation to see where the town line is to decide whose trash it is. Will meet with Hampton Falls. Routine problem. Volunteers usually clear it out.

- Tax Collector- Carlene Wiggin- was not present.
- Building Inspector- Gino Rignoli was not present.
- Treasurer- Sara Belisle was not present.
- Town Clerk – Sarah Wiggin was not present.
- Recreation Committee- Elaine Bodwell was not present.
- Conservation Commission – Sydnee Goddard was not present.

An issue of raising bond money for the library was discussed in regard to an addition. The Town does not own the library building, so the Board was unsure of whether the town can raise a bond for the library. Ultimately, bond council will be sought to answer questions about the towns ability to take out a bond for the library and find out whether non-municipal public entities have access to the State bond bank.

Jen Macek discussed summer camp. She had all of the Town liability waivers signed. She had written a draft of an Emergency Plan for camp and discussed a plan for the future of the camp and a proposed budget for next year.

#### **NEW BUSINESS:**

- B. Solomon, Glenn Greenwood and Donna Carter recommend Janet Bunelle for Trustee to be appointed by the Board for Sawyer Kensington Trust. They feel she is well qualified.

***At 7:14pm B. Solomon made a motion to appoint Janet Bunelle as Town Trustee to the Sawyer Kensington Trust term expiring March of 2022. Seconded by B. Gustafson. All voted in favor.***

A joint meeting between the Board of Selectmen and the Park Trustees is being planned for a date TBD in October. This will allow the two groups to work through any issues that may be present and to allow for communication and to get everyone on the same page.

- Covid update – About 50 percent of the town's residents that are eligible are vaccinated. No changes to the universal guidelines have been issued by the governor's office. Chief True recommended more cleaning of surfaces and to get word out that people should be wearing masks more. He is looking for the Vax Van on a Sunday afternoon in October with which a vaccine manufacturer can be chosen by the recipient. PPE was sent to the School, Library, Town Hall, Police Department and Fire Department / EMS. Chief True felt that people should be at least 3 feet apart at the Grange and in the future, there should be a liability waiver. Dana Delotto from the library asked Chief True about recommendations on quarantining materials. He recommended using the CDC guidelines. Books are still being quarantined for 24 hours.

J. Pace asked about inducements for vaccination for people who work for the town. The ARPA grant will cover financial inducements to anyone who needs the vaccine. Vax van in conjunction with this was discussed. This will be further discussed at the September 27<sup>th</sup> meeting.

- Chief True discussed repairs that need to take place at the Grange Hall that are necessary for assemblies there.

***At 7:27pm B. Gustafson made a motion to approve the permit for Fay Elliot of Kensington for the Grange Hall on the 16<sup>th</sup> of September. B. Solomon seconded. All voted in favor.***

- Two quotes for cooling systems for the Town Hall server rooms were discussed. A plan with a thermostat and circulating fans was chosen.

***At 7:34pm B. Solomon made a motion to approve and spend the money on the \$1030.00 Gannon Built LLC system and authorize the work. B. Gustafson was seconded. All voted in favor.***

***At 7:58pm B. Gustafson made a motion to appoint Matthew Armstrong as road manager effective June 1<sup>st</sup>, 2021. B. Solomon seconded. All voted in favor.***

- Assessing Office – Kathleen Felch-
  - The sign in front of the Town Hall needs repairs. This will be discussed at further meetings.
  - Kathleen has a quote to get stairs refinished at the Town Hall as well as the railings. Anti-slip treads were also discussed as a separate matter and will be looked into.

***At 8:05pm B. Solomon made a motion to pay \$1,375 to Jamie Fraser to get the stairs refinished. B. Gustafson seconded. All voted in favor.***

- Town Hall Server software and hardware will expire in 2023. The funds for this may need to be in the form of a warrant article. However, grant money may be available.
- Recycling carts smaller than 65 gallons were discussed. Some residents have found the carts to be too large. The limitation comes from Recycling Partnership who will not pay for carts smaller than 65 gallons. However, the Casella truck will take 35-gallon containers. The Board is working with Casella to find a solution to this issue with the least cost to residents possible.

***At 8:40 pm B. Solomon made a motion to approve the minutes from August 30<sup>th</sup>. B. Gustafson seconded. All voted in favor.***

The Board signed off and bills and payroll, including forms MS-1 and MS-535.

The Board expressed interest in looking over the year-to-date budget at the October 11<sup>th</sup> meeting. Consolidation of forms was discussed.

***At 8:47pm B. Gustafson made a motion to adjourn. B. Solomon seconded. All voted in favor.***

**Next Meeting Date –Monday September 27<sup>th</sup>**

Respectfully submitted,

Andrew Clarke