

KENSINGTON BOARD OF SELECTMEN MEETING

95 Amesbury Rd

MONDAY December 20, 2021

Minutes – Approved 1/10/2022

Meeting - 6:30pm

At 6:10pm J. Pace called the meeting to order.

**At 6:10pm B. Gustafson made a motion to enter a non-public session under RSA 91A:3, II (a). B. Solomon seconded. All voted in favor.**

**At 6:27pm B. Solomon made a motion to exit the non-public session. B. Gustafson seconded. All voted in favor.**

**DEPARTMENT HEADS:**

• Police Department –Chief Scott Cain –

- Chief Cain discussed the Tik Tok threat of Friday the 17<sup>th</sup>. He stated that SAU16 did not communicate with the PD. Chief Cain stated there should be better communication with SAU16.
- Chief Cain explained that the PD is paying for water bottles currently. He described a service that could be used that would supply machines with direct filters that would be \$69 per unit per month, or \$1656 per year for both the Police Department and Town Hall.

**At 6:44pm B. Solomon made a motion to accept the bid from Stonybrook Water for \$69 per unit. B. Gustafson seconded. All voted in favor.**

Chief Cain stated that recently there was a need to download a large video file from the Town's DVR system, and that the process was extremely slow. There was discussion between the Chief and the Board as to the proper solution to this issue, whether it be a new system, or some updated components. The Chief noted that 3 new cameras have been added and that he will keep an eye on the frequency of the issue.

• Fire Department – Chief Jon True -

- There will be a public firework display on December 31, 2021 at Sawyer Park. Field C will not be accessible to parking starting at 4pm.
- Chief True has been advised the Assistance to Firefighters grant time frame was extended and will remain open until January 20, 2022. He is working to apply for funding within that timeframe.
- The department has been granted access to the new software from the state and will be importing all of their data and hope to go live on January 1<sup>st</sup> 2022. It will be a couple of months before Chief True can have it ready for Building use.

• Emergency Management - Chief Jon True –

- Contract for reimbursement of workers for vaccine administration needs approval. This is for employees that work at sites to administer vaccines.
- Chief True stated that the Seabrook drill went well. He explained there are still things to improve upon, but he is following up with all parties and adjusting checklists as needed. The next drill is February 9th, 2022 in the morning at the Town Hall.
- Chief True is working with the state and other agencies to get cellular communications and wifi access improved within the Town.

- The Chief discussed Covid statistics throughout the State of NH and in the Town. There is no change to Town protocol. The Chief noted that residents can now get PCR tests in their home for free.
- Road Manager – Matthew Armstrong-
  - Addressed gross vehicle weight sign discrepancy on Kimball Road.
  - Gravel shoulder repair on Wild Pasture
  - Ordered 3 triaxle loads of 1.5" gravel for road maintenance of Hickory Lane from Bartlett Road.
  - The Road Manager would like to remind residents that winter is here and to kindly take into account the Town's ordinance on removing and plowing snow. Please don't impede the Town's efforts by placing unwanted snow in the Town's right of way.
- Tax Collector- Carlene Wiggins noted that there was a week to go to pay for taxes and outstanding balances were discussed versus last year's.

The Board reviewed proposed warrant articles.

Pamela Holland of 108 Stumpfield Road introduced herself as a member of the Conservation Commission and was present to speak about warrant article 05 to Amend the Percentage of LUCT to the Conservation Fund. She explained that the Conservation Fund currently has approximately \$54,000 in it, and the Conservation Committee would like to have more funding to save open spaces. She stated that currently the Conservation Commission receives 25% of Change in Use Taxes, however the Conservation Commission would like to receive 100% of that revenue. Ms. Holland explained that other surrounding towns receive larger portions of the Change in Use Tax, with Dover and Durham receiving 100% and Epping Receiving 50%. B. Gustafson noted that the Commission received 50% when he was a member. Ms. Holland explained that Moulton Ridge Forest and the Bodwell Property had been conserved most recently. J. Pace asked if this was for management costs only and Ms. Holland noted that it was. J. Pace also noted that though the warrant stated there was no tax impact there was an indirect impact.

The Board discussed Article 04, To Establish A Wildlife Mitigation Revolving Fund. J. Pace asked about wording that spoke of property versus the owner's current residence. A change in language would allow the fund to apply to private property. Kathleen explained that Article 06 Road Reconstruction would last until 2023. J. Pace asked if there were any funds left for this year. The Road Manager noted there was \$22,000 left. The Board read Article 09, Grange Hall Maintenance and Repairs and discussed the amount of money the Grange Committee was asking for.

B. Solomon asked whether the prices change annually for the Richie McFarland Fund and Community Action. Kathleen explained that there used to be a petition but noted it always passed. J. Pace felt that it is important that these warrants have visibility to Town residents. The Board discussed the language of the citizens petition warrant article. Kathleen will check with the DRA and get back to the Board.

- Budget Review

Kathleen discussed Year to Date actual numbers in the budget. The Board discussed encumbrance requests. The water bubbler request was discussed first with installation fee. Server costs were discussed by Chief Cain and the Board. The total encumbrance for the Police Department was \$15,879. Tree removal and responsibility of trees in the right of way was discussed. The encumbrance for the Highway Department was \$4,100.

General Town requests were discussed. Costs included the Town Hall stairway, laptops, a traffic study, furnace cleanings, and server and labor costs. These encumbrances totaled \$27,711.07. J. Pace noted that some of the funds for furnace cleanings were for the Grange and should be encumbered through their warrant article.

The Cemetery Committee requested gravestone services for the repair of 80 gravestones. J. Pace asked if this was a cost above the budget. Perpetual funds were discussed. J. Pace asked if these stones were not being paid for with perpetual funds and if there were bids. Kathleen explained that there was no line item for stone repair. J. Pace noted that they had \$10,000 in unspent funds from their budget from 2021 which could be encumbered.

The Fire Department requested hose replacement costs to be encumbered which would reduce 2022's Equipment Maintenance budget by \$4500. The total encumbered for the Fire Department was \$13,273.04.

**At 8:08pm B. Solomon made a motion to encumber \$71,000 from the General Fund for the purposes which have been enumerated. B. Gustafson seconded. All voted in favor.**

**At 8:09pm B. Solomon made a motion to encumber \$8,799 for the Grange Hall warrant article. B. Gustafson seconded. All voted in favor.**

**At 8:10pm B. Solomon made a motion to encumber \$3,000 for the Buildout Analysis warrant article. B. Gustafson seconded. All voted in favor.**

**At 8:14pm B. Solomon made a motion to encumber \$3,207 from the General Fund for the new copier. B. Gustafson seconded. All voted in favor.**

The church would like to know if they can get trash carts. It was noted that typically carts are not given to non-residential properties. There was discussion about what the church is currently using for trash and recycling and The Board noted it would like to hear from the church.

The Board signed the 2021 Town Ratio from Avitar to be submitted to the DRA.

#### **OTHER BUSINESS:**

- Assessing Office – Kathleen Felch-
  - Addressing for Accessory Dwelling Units - Currently emergency services have a difficult time getting addresses for ADUs. Kathleen described how other towns handle the addressing of ADUs, and Chief True stated that other towns use an "A" suffix for the ADU. This would be helpful for emergency services.

**At 8:25pm B. Gustafson made a motion to approve the meeting minutes of the health inspection. B. Solomon seconded. B. Solomon and B. Gustafson voted in favor. J. Pace abstained. The motion passes.**

The Board signed off on Bills and Payroll

The Board received an engagement letter from Divine Element for the bond for the library.

**At 8:32pm B. Solomon made a motion to approve the contract with Divine Element and further to authorize the chair to sign for the Board. B. Gustafson seconded. All voted in favor.**

Kathleen explained that legal would be involved in crafting new language for the agreement. Bonding regarding the Town and the Library was discussed, as was the ownership of the library and the fire station.

**At 8:34pm B. Gustafson made a motion to adjourn. B. Solomon seconded. All voted in favor.**

- **Next Meeting Dates –January 10, 2022- Public Hearing Money and Warrant Articles**

Respectfully Submitted,

Andy Clarke