

TOWN OF KENSINGTON  
BOARD OF SELECTMEN MEETING  
Kensington Town Hall  
95 Amesbury Road  
Kensington, NH 03833  
MONDAY  
MARCH 6, 2023  
MEETING MINUTES  
6:30PM

**IN ATTENDANCE: Joseph Pace, Robert Solomon, Robert Gustafson**

**BOARD OF HEALTH:**

J. Pace opened the Board of Health to hear the Septic Waiver Request. Dennis Quintal of Civil Construction Management presented the plan on behalf of the owners.

Septic Waiver Request for GEORGE GAVUTIS JR.- 231 SOUTH ROAD – MAP 5 LOT 15

- Waiver due to failed septic, request for waiver from the below section.
  - Article VII Section 7.1D.3.a- 4 feet to seasonal high-water table.

B. Solomon asked if there was a better way to handle these. Should there be someone else to approve these types of requests. D. Quintal stated that the inspector usually handles them for other towns, but our zoning states the Board of Health has to approve them. All agreed to look into this further.

Dennis Quintal presented the plan and his explanation.

1. Such waivers will not jeopardize public health.
2. Such waiver will comply substantially with the provisions contained herein.  
Meets the state requirements.
3. Such waiver is the choice of last resort of an applicant. Explained and stated that this was a last resort.

The board agreed that all of the criteria above has been met for this situation and agreed that the Waiver should be granted for this project.

**B. Solomon made a motion to approve the waiver based on the application and criteria. B. Gustafson seconded, all in favor.**

**J. Pace closed the Board of Health section of the meeting at 6:37pm and opened the public session of the board.**

**DEPARTMENT HEADS:**

- Police Department –Chief Scott Cain –

- Vehicles have been backordered for over a year and now four ready for delivery, Chief is unsure when there will more produced and would like to obtain all four. He is looking to use the Cruiser Revolving Fund to purchase one of the vehicles outright. The two 2018 Chargers will be traded along with the 2017 Tahoe. The new Durango's are \$44k each and are pursuit vehicles. The leases on the three vehicles will be around \$10k a year for each. Two will be paid out of the town funds like in years past and the other will be paid yearly out of the Cruiser Revolving fund, which was created to help with cruiser costs. He explained that the two 2018 Chargers have over 100,000 miles on them along with idling hours which adds wear and tear and are they are driven harder than regular passenger vehicles. J. Pace stated that all the vehicles will be pursuit rated, and at one time they would not have been and believes that is why the Chief

wants to act on them. The board thought that this proposal was good and it will leave the fleet in a good space. Chief is expecting to have details on Hampton Beach this year again which will add back funds used to the Cruiser Revolving fund to pay for the cruisers.

The board was okay with this use of funds.

- The Chief also explained that his department is shorthanded and he is adjusting the schedules to incorporate the change in officers.
- Fire Department – Chief Jon True – not in attendance.
- Road Manager – Matthew Armstrong-
  - M. Armstrong stated that they have been very busy with the snow. The winter maintenance budget it about 75% spent as of the bills that came in tonight.
  - He wanted to remind residents to please do not push snow across the roadways, it is hard to keep the roads clear when that occurs.
- Tax Collector- Carlene Wiggin-
  - She just wanted to update them that they would be discussing the deferral later in the evening.
- Moderator- Assistant Ben Cole
  - Testing will be this Wednesday at 9am at the town hall on the voting machine. They are going to use people that have been previously engaged as workers to help with the ballot testing.
  - Voting is next week, and the fire department will house the food for the workers during the election.
  - He is grateful for the board being present during the election. B. Solomon will not be attending during the day as he is on the ballot. P. Merrill will be his designee.

#### **NEW BUSINESS:**

- Residents to propose Energy Committee to Board-
  - J. Pace stated that he has reached out to Exeter and was told that their program has worked very well there. He also looked at the activities of the committee and is more concerned about the structure of the committee.
  - Members would be appointed by the board possibly without a term, and there would be a charge created from the board for the committee.
  - There are variations in how the committee operates. Given the size of the town the board would like to have a board member consult with them on the issues and recommendations and findings should be brought to the board for action.
  - The committee would come to the board with any suggestions and possible projects and once the board approves, they could communicate those approved thoughts to the community.
  - Identifying the programs that are available to the community will be valuable.
  - Consulting with the Fire Department and Police Department would also be helpful.
  - B. Solomon asked what their thoughts would be the number of committee members. At least 3 or 4 people might be interested in being on the committee. They have not gone out to the public to see who might be interested in being on the committee. B. Solomon

stated that if there were 30 people it would not function correctly. Zeke Schmois explained that he has been to the Exeter meetings and has seen how they run and other departments usually attend the meetings as well to give their input.

- B. Gustafson stated that as long as it is done properly it can be a good thing.
- B. Solomon stated that he has a concern that there is no statutes for the members of the committee to rely on. Without this guidance it could be problematic. J. Pace stated that is why he would like to see it be informative only at this point and run through the board.
- The board will draft a letter of charge and email it to the members present.
- Two main things- how can the town more efficiently use energy and what grants are available to residents that they can apply for. Give the group 6 months to report back to the board for both the town departments and the town.
- Z. Schmois stated that the board members could attend the meetings as well to know what is going on.
- Z. Schmois stated that he is looking to save money for the town more then just energy savings. J. Pace stated that is what he meant by efficiency.
- S. Varn stated that they need to see who is interested and willing to step up and help.
- J. Pace stated that if the board is looking to go ahead with this and there would be a charge ready to adopt for the committee. The group could reach out as well to see who is interested in helping with this.
- Deadline for the community news is this Friday and S. Varn will draft something to put out there. J. Pace stated that the wording should reflect that the board is considering the adoption of the Energy Committee. S. Varn stated that committees don't have the ability to fund raise and then maybe turn it into a commission so that there is the ability to fund raise. J. Pace stated that committees would have to report to someone, and the commission would have more independence actionable authority and would like to see how this committee functions first.
- The Board will draft a charge for the group and get it to them for review on the April 3<sup>rd</sup> meeting of the board, where the board could choose to adopt it and get information back from the presenting group on their thoughts on the charge.
- Reappoint Mary Smith to the planning board 3 yr. term- expiration 4/26
  - The board reviewed the appointment to the planning board.
  - B. Solomon made a motion to approve Mary Smith as a full member of the Planning Board through April 2026, B. Gustafson seconded, all in favor.**
- Intent to Cut- South Road
  - The board reviewed the intent to cut, there had been no response from any of the conservation commission on the project or other department so the board did not feel it was appropriate to hold up the signing of the permit.
  - B. Gustafson made a motion to approve the intent to cut for Map 4 Lot 7-1, seconded by B. Solomon, all in favor.**
- Gravel Intent- Welsh
  - The board reviewed the intent to excavate for Map 11 Lot 30.
  - B. Gustafson made a motion to approve the Intent to Excavate Map 11 Lot 30, seconded by B. Solomon, all in favor.**

**Town Administrator:**

Kathleen Felch-

- Request for additional trash cart, there was a request to also buy the recycling cart as well but the town does not do additional recycling carts. There is not a commercial business or business at the residence to the boards knowledge. There is no objection by the board.
- Town Administrator Duties, payments:
  - Routine administrative paperwork or payments that K. Felch can sign off on where discussed.
    - Time sensitive larger items that should be reported to the board before paying it off.
    - Routine expenses to sign off on them and execute the payments and if contracts are associated as well they can be executed. Such as the fire works contract that is yearly for the recreation department, and various payments that budgets are approved by the board.
    - Selectmen's policy will be created on the parameters to follow and what can be done.
    - Welfare issues were discussed where there is an immediate need to process a check for someone in need or payment is needed by a utility, these will all be discussed.
    - Threshold of \$5k for individual expenses was discussed, where they don't have to approve before being processed, but there would have to be a report given to the board on every transaction created and paid out just like the current manifests.

There are more inquiries from the utilities to pay via EFT but K. Felch is uncomfortable with this process. Some of the bills are sent to the town with only a turnaround of a week to pay which is not practical for a board that meets every 2 weeks. If the utilities are in the budget and approved by the board then those payments should be processed so that the town is not incurring late fees.

- These processes will be detailed in a Selectmen's Policy and would be on an urgent nature and not for bills that do not require immediate attention.
- Approval of Board Minutes February 15 & 22
  - **B. Gustafson made a motion to approve the meeting minutes from February 15<sup>th</sup> and 22<sup>nd</sup>, B. Solomon seconded with all in favor.**
- Bills, Payroll and Mail were signed.

**B. Gustafson made a motion to enter into nonpublic session at 7:56pm, seconded by B. Solomon all in favor. Under RSA 91:A-3(c)-deferral.**

**Roll Call vote** to enter nonpublic session:

Joe Pace   x    
 Bob Solomon   x    
 Bob Gustafson   x

- **B. Solomon made a motion to approve the deferral for Map 12 lot 30 in the amount of \$7978.00, B. Gustafson seconded all in favor.**

Joe Pace x\_\_

Bob Solomon \_x\_\_

Bob Gustafson \_x\_\_

**B. Gustafson made a motion to exit non public session at 8:07pm, seconded by B. Solomon, all in favor.**

**Roll Call vote** to exit nonpublic session:

Joe Pace x\_\_

Bob Solomon \_x\_\_

Bob Gustafson \_x\_\_

**This section was not recorded as recorder was turned off before the non public session.**

**Elderly Exemptions:**

- K. Felch updated the board about the Elderly Exemptions and revaluation process that will be done this year. The elderly exemption is decreased by a fixed amount. There might be some differences in what those approved exemptions will pay in November due to the revaluation. K. Felch has updated those that have been approved so far by letter to inform them of the change to the valuation and how it may affect their November tax bill. The tax rate is expected to decrease with the increase in the valuations, so there could be some changes for some of the elderly and some may not see any change. That is an unknown at this point.

**Email and letter from Al Brandano:**

- The board discussed the recent request and that there was not anything besides the latest minutes where this was discussed by the board. K. Felch will forward the last minutes to Mr. Brandano and this should conclude the request.
- The board discussed that they have worked with the election team to make sure that there are three signatures on the election machine bag instead of only two.
- The only other issue that they have acted on would be the UL cord that a tag was missing on and that was changed out before the election.
- All other correspondence has been sent under previous requests of the town.

**Letter to the NHDES on the Exeter Large Groundwater Withdrawal:**

- The board will generate a letter from the board to help to protect the rights of the citizens in the immediate area and throughout the town.
- To see if there is a right for the property owners abutting this project.
- They would like to see all the people in Kensington that are within either of the outlined areas on the maps provided.
- K. Felch stated that there was an issue in Greenland with the Golf course well that was put in and the contamination of the wells from the dump there. Has Unitil completed their monitoring and clean up that was discovered there. This will be looked into.
- The board is concerned that a small town like Kensington does not have the infrastructure to support town water and sewer if our aquifer and water sources are depleted.

**Vertex Balloon Testing**

- Big red balloon was up on Sunday last weekend. B. Solomon could not see it from Kimball Road. There will be minimal visibility from the town. The Facebook posts were mostly in favor of the cell tower proposed on Moulton Ridge Road. The planning and zoning board will be hearing this application on Wednesday March 15, 2023 at 6:30pm.

• **Next Meeting Date – March 14 for Town Election**

B. Gustafson and J. Pace will both be at the election next week, so there will be board members there most of the day.

• **March 20, 2023- REGULAR MEETING**

**B. Gustafson made a motion to adjourn the meeting at 8:42pm seconded by B. Solomon, all in favor.**

Respectfully submitted,

Kathleen T Felch