

TOWN OF KENSINGTON  
BOARD OF SELECTMEN MEETING  
Kensington Town Hall  
95 Amesbury Road  
Kensington, NH 03833  
MONDAY  
JANUARY 22, 2024  
Meeting Minutes - DRAFT  
**6:30 PM**

The chairperson called the meeting to order at 6:30pm and led all in attendance in the Pledge of Allegiance.

In attendance: Joe Pace (Chairperson), Bob Solomon (member), B. Gustafson (member), and Kathleen Felch (Town Administrator).

**Public Comment- None**

**AGENDA:**

**DEPARTMENT HEADS:**

- Police Department –Chief Scott Cain –
  - Chief Cain discussed purchasing extended warranties for police vehicles.
  - J. Pace suggested taking a look at this item during budget season in fall 2024.
- Fire Department – Chief Jon True –
  - Nothing to report.
- Emergency Management - Chief Jon True –
  - There is a drill on 2/7/2024 in the main hall. The drill should be wrapped up by 2pm.
- Road Manager – Matthew Armstrong-
  - Roads department has ordered 2 loads of salt recently, with 6 loads of salt so far. The snow budget has not been impacted to much.
- Town Clerk – Sarah Wiggin – **appointments for Election**
  - S. Wiggin presented appointments for the board to approve.

**MOTION:** B. Gustafson motioned to approve Jon True to the position of fire chief, fire warden, and emergency management director for the town of Kensington, NH. B. Solomon seconded. All in favor.

**MOTION:** B. Solomon motioned to appoint Russell Perry, Peter Merrill, and Ben Cole for positions of assistant town moderator and election worker in Kensington, NH. B. Gustafson seconded. All in favor.

**MOTION:** B. Solomon motioned to appoint Della Boswell, Lisa Perault, Sandra Demaree, Lisa Perault, Jane Bannister, Ann Noll, Sara Belisle, Sara Hamilton, and Jacqueline Benson as inspectors of election in Kensington, NH. B Gustafson seconded. All in favor.

**MOTION:** B. Gustafson motioned to appoint Noble LeDoux and Jennifer Leonard to the position of election worker in Kensington, NH. B. Solomon seconded. All in favor.

**MOTION:** B. Gustafson motioned to appoint Eileen Pacy to the position of election greeter in Kensington, NH. B. Solomon seconded. All in favor.

- Recreation Committee- Sarah Turcott
  - The Rec Committee is ready to start posting jobs for the 2024 summer camp.
  - They will be using a fully online registration process this year.
  - S. Turcott presented the plan for events throughout the year.
- Conservation Commission – Pam Holland-
- Sawyer Kensington Trust- Discussion with the board
  - Glenn Greenwood discussed the Trust's financial responsibility to the town, and expressed concerns with keeping the restrooms open for the entirety of the season, as it becomes very expensive. He explained that the Trust feels that the best course of action would be to implement a fee to offset the cost to the town.
  - B. Solomon stated that the Trust lost a fair amount of money last year, and they are not going to break even. He explained that cutting the costs on the restrooms could allow the Trust to break even.
  - The board and the Trust discussed the factors impacting the high costs, and discussed how fees to use the park could be structured. Also discussed was the importance of keeping the summer camp financially accessible.
  - Sarah Turcott of the Recreation Committee presented a plan to the board that would raise summer camp fees from \$190 to \$205. Turcott explained that the camp hours would run from 8:15 to around 3:30.
  - B. Gustafson supported finding a way to close the gap in costs.
  - J. Pace agreed, but stated that working toward an equitable solution is important.
  - Other Department Heads-
    - Kensington Energy Committee-

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**NEW BUSINESS:**

- EMPLOYEE MANUAL DISCUSSION- UPDATES TO BE MADE

The board discussed the contradictory language in the handbook regarding required health insurance for full time town employees. K. Felch explained that if a full-time employee's spouse or domestic partner has insurance that the employee would qualify for, the town is still required to provide insurance for that benefit to the employee. The handbook states that there is an option for a buy-out that can be applied to the employee's salary if they choose to not be enrolled with the town. It is contradictory and will need to be updated. It states that it is 50% of the single and that it is 50% of the qualifying plan. This will be amended to be in line with what the board thinks is appropriate. They would like K. Felch to work on this and present the amendment with the option being 50% of the plan that the employee qualifies for not just the

single plan option. offering the buy out could be less costly than providing full health insurance if an employee opts to use non-town provided health insurance.

The board discussed if the payout in lieu of town provided health insurance is taxable or non-taxable income. J. Pace opined that the payout is not healthcare, it is a payment. K. Felch will continue to work on updating the handbook language.

- RECORDING AND VIDEOTAPING OF MEETINGS OF THE BOARD OF SELECTMEN

K. Felch explained that an option to record meetings could be to have someone operating audio/visual equipment to help operate the microphones and video equipment. J. Pace opined that paying someone to operate the equipment could be a challenge, and that perhaps a simpler solution would be to implement a more passive process where a camera is turned on and allowed to run throughout the meeting.

- BOARD TO REVIEW THE HERITAGE COMMISSION APPLICATION FOR A KENSINGTON CENTER HISTORIC DISTRICT

J. Pace stated that the board had received feedback from legal counsel regarding the proposed historic district and explained that legal had seen no issues with the proposed plan. B. Gustafson stated that heritage has had extensive discussions about the plan, and they feel that keeping the character of the town in place is important. J. Pace stated that he feels the most important aspect is that legal counsel verified what the board was presented with, namely that the plan does not restrict residents from doing what they want to do on their property.

Skip Heal asked if the proposal has been submitted to NH Division of Historical Resources. J. Pace explained that the board postponed the discussion to allow legal counsel to verify if there would be impacts on residents in the district. He stated that he sees no reason to continue to postpone the discussion, as legal verified there would be no negative impact to residents in the proposed district. Skip Heal expressed concerns with the Heritage Commission potentially listed buildings that he doesn't consider historic. J. Pace stated that the Heritage Commission's charge is to determine if certain buildings in the town are historic, and he feels that they are pursuing their charge.

- SIGNING OF THE TOWN WARRANT IF ZONING ARTICLES WERE TURNED IN

The board discussed reordering the sequence of voting on the warrant articles. J. Pace suggested placing the budget article toward the beginning for visibility to the voters.

J. Pace stated that the board is obligated to provide an endorsement or opposition if there is a financial impact or an appropriation. If there is no financial impact or appropriation, the board *may* provide endorsement or opposition.

**MOTION:** B. Solomon motioned for the Select Board to support Modifying the Elderly Exception Criteria. B. Gustafson seconded. All in favor.

**MOTION:** B. Solomon motioned for the Select Board to support modifying the Veteran's Credit. B. Gustafson seconded. All in favor.

**MOTION:** B. Solomon motioned for the Select Board to support Modifying Service-Connected disability. B. Gustafson seconded. All in favor.

**MOTION:** B. Solomon motioned for the Select Board to support the Operating Budget. B. Gustafson seconded. All in favor. The board unanimously recommends this warrant article.

**MOTION:** B. Solomon motioned for the Select Board to support the Community Power Plan adoption. B. Gustafson seconded. All in favor.

**MOTION:** B. Solomon motioned for the Select Board to support Article 12, Road Reconstruction. B. Gustafson seconded. All in favor.

**MOTION:** B. Gustafson motioned for the Select Board to support Article 13, Appropriate Funds to Fire and Emergency Services Capital Reserve Fund.

**MOTION:** B. Solomon motioned for the Select Board to support Article 14, Appropriate Funds to the Police Safety revolving Fund. B. Gustafson seconded. All in favor.

**MOTION:** B. Gustafson motioned for the Select Board to support Article 15, Appropriate Funds to the Police Safety Revolving Fund. B. Solomon seconded. All in favor.

**MOTION:** B. Solomon motioned for the Select Board to support Article 16, Add Funds to Revaluation Capital Reserve Fund. B. Gustafson seconded. All in favor.

**MOTION:** B. Gustafson motioned for the Select Board to support Article 17, To Accept the Gift of Land from Elaine Kaczmarek. B. Solomon seconded. All in favor.

**MOTION:** B. Solomon motioned for the Select Board to support Article 18, Grange Annual Maintenance. B. Gustafson seconded. All in favor.

**MOTION:** B. Solomon motioned for the Select Board to support Article 19, Add to the Fire Emergency Services Capital Reserve Fund. B. Gustafson seconded. All in favor.

**MOTION:** B. Solomon motioned for the Select Board to support Article 20, Social Services Request for Waypoint. B. Gustafson seconded. All in favor.

**MOTION:** B. Gustafson motioned for the Select Board to support Article 21, Social Services for Rockingham Community Action. B. Solomon seconded. All in favor.

**MOTION:** B. Solomon motioned for the Select Board to support Article 22, Social Services Request for Meals on Wheels. B. Gustafson seconded. All in favor.

**MOTION:** B. Gustafson motioned for the Select Board to support Article 22, Social Services Requests for One Sky Community Services. B. Solomon seconded. All in favor.

**MOTION:** B. Gustafson motioned for the Select Board to support Article 23, Acceptance of Person Property Donated. B. Solomon seconded. All in favor.

**Town Administrator:**

Kathleen Felch-

- Selectmen, Zoning Board and ZBA Minutes taker
  - Progress on Wildlife Management Plans
  - Other board items -emails, mail, letters received.
- Any other business brought before the Board
- The board discussed a \$300 check received from the Recreation Department for ordering pizza for an event. The board had questions about what it was for specifically, as well as steps to be taken if there is a remainder of the check balance and reimbursement needs to be made to cash. K. Felch stated that she will follow up to gather more information.
  - J. Pace stated that the board needs to vote on the MS-60 for the Town Audit that needs to be approved, with authorization for the chair to sign for the board.

**MOTION:** B. Solomon motioned that the board approve the MS-60 and authorize the chair to sign for the board. B. Gustafson seconded. All in favor.

- K. Felch presented an intent to excavate 8000 cubic yards of sand at tax map 3 block 17, lot 2.

**MOTION:** B. Gustafson motioned to approve the intent to excavate 8000 cubic yards of sand at tax map 3, block 17, lot 2. B. Solomon seconded. All in favor.

- K. Felch present a rate of pay sheet for Kensington Fire Rescue.

**MOTION:** B. Gustafson motioned to approve Kensington Fire rescue pay sheet and authorize the chair to sign for the board. B. Solomon seconded. All in favor.

- Approval of Board Minutes      December 18 and 27, 2023; January 8<sup>th</sup> and 9<sup>th</sup> and School Inspection  
on 1/12/24

**MOTION:** B. Solomon motioned to approve the minutes of December 18 and 27<sup>th</sup>, and January 8<sup>th</sup> and 9<sup>th</sup>.

- Meetings for February will be Monday February 12<sup>th</sup> and Monday February 26<sup>th</sup>.
- Deliberative session will be on Wednesday February 7, 2024, at 6:45pm @ KES
- Voting will be on March 12, 2024, 8am-7:30pm @ KES

- Adjournment

**MOTION:** B. Solomon motioned to adjourn the meeting. B. Gustafson seconded. All in favor.

The meeting adjourned at 8:46pm.

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