

KENSINGTON BOARD OF SELECTMEN MEETING  
95 Amesbury Road, Kensington, NH 03833  
MONDAY November 4, 2019 – 6:30pm  
Minutes - DRAFT

In attendance: Joe Pace, Vanessa Rozier  
Absent: Peter Graves

At 6:33pm Joe called the meeting to order.

Pledge of Allegiance

PUBLIC HEARING:

At 6:34pm, Joe opened a public hearing for discussion of Unanticipated Funds - Municipal Revenue Sharing in the amount of \$18,851.00. There was no additional discussion. **At 6:35pm, Vanessa made a motion to accept the Municipal Revenue Sharing in the amount of \$18,851.00. Joe seconded. Both voted in favor.**

The Board thanked FD and PD for their involvement during Trick or Treat. Very positive reaction from the community.

DEPARTMENT HEADS:

- Police Department – Chief Scott Cain reported as follows:
  - The Board was presented with quotes for the computers and modems.
  - The payout for vacation time was discussed. Chief Cain suggested that half of the hours be paid out and half the time be actual paid time off. The Board requested a formal spreadsheet and the statement explaining the unusual circumstance to ensure that this does not set precedence.
  - There was brief discussion on a noise issue in town.
  - **At 6:46pm, Vanessa made a motion to appoint William Paskowski as a PT officer effective until October 31<sup>st</sup>, 2020. Joe seconded. Both voted in favor.**
- Fire Department – Chief Jon True reported as follows:
  - A grant for almost \$1,000.00 was received from the NH Division of Forests and Lands for forestry equipment for next year's season. This will include gloves, helmets, goggles, shirts, and hose. The grant is a 50/50 match.
  - There is an application for a professional private firework display for Thanksgiving Day eve and that has been approved by FD and PD. (11/28/19 at 6:15pm, rain date of 11/29).
  - Trick or Treat was a great success. Great to see so many costumes and people out enjoying the weather.
  - Chief True will be attending classes Wednesday (emergency management) and Thursday (NHFA).
- Emergency Management - Chief Jon True reported as follows:
  - If any town official is interested in the Seabrook Station Tour it will be November 13th from 10am-12pm. You must sign up and get paperwork back to Chief True by 11/5 at 12pm.
  - Chief True has updated the maps for the Town's evacuation plan. They will be included in the new annual brochure that will be going out this year in place of the calendars that were previously sent out.
  - Chief True attended a meeting with Unitil Gas Division and was provided information for the Emergency Management team. There will be a proposal for ongoing training for EM, Fire and PD in the future.
  - The next HAZ MIT meeting will be Thursday 11/14 at 3:30pm in the Town Hall.
- Road Manager – David Buxton reported as follows:
  - The Road Reconstruction and related details will bring the total for the project very close to \$200,000.00. David would like to use the money allocated in the budget for signage to purchase traffic cones and road closed signs.
  - The Board was presented with two quotes for winter salt. **At 6:57pm, Vanessa made a motion to approve the contract with Morton Salt for up to 320 tons of salt at a rate of \$53.75 per ton. Joe seconded. Both voted in favor.**
  - Matrix should be starting Thursday on the shoulder road work. Matrix will be working with Chief Cain to determine where details will be needed.

- Road Reconstruction work should begin on the week of November 11.
- The Board reviewed 2 quotes for tree work. **At 7:13pm, Vanessa made a motion to approve the proposal from Seacoast Tree Care in the amount of \$7,200.00 for removal of various trees around town. Joe seconded. Both voted in favor.**
- The Board discussed the flooding issue in the Town Hall parking lot. **At 7:15pm, Vanessa made a motion to approve Matrix to repair the flooding issue in the Town Hall parking lot in the amount of \$5,250.00. Joe seconded. Both voted in favor.**
- Tax Collector- Carlene Wiggin reported as follows:
  - Tax bills will be due the 2<sup>nd</sup> week in December.
  - **At 7:20pm, Vanessa made a motion to sign the warrant for tax rate acceptance for \$19.46 per thousand. Joe seconded. Both voted in favor.**
- Building Inspector- Norman Giroux was not present.
- Treasurer- Sara Belisle was not present.
- Town Clerk – Carol Beers Witherell was not present.
- Recreation Committee- Donna Carter reported as follows:
  - Each year the Recreation Committee runs a Ski Bradford program, and this year the committee plans to add a \$5.00 fee to each skier to help re-fund the Recreation Revolver account.
  - **At 7:25pm, Vanessa motioned to appoint Sarah Reynolds as Ski Club Coordinator for the Recreation Committee expiring April 2020. Joe seconded. Both voted in favor.**
  - The Halloween party went very well and had a large turnout.
  - The horse drawn wagon cost is \$100.00 more per wagon than reported at the last meeting. **At 7:32pm, Vanessa made a motion to approve \$2,000.00 total for the horse drawn wagons for the holiday stroll. Joe seconded. Both voted in favor.**
  - The Board did not receive a preliminary budget from the Recreation Committee. The Board provided the committee with some worksheets to assist with the budgeting process and offered to have a member of the Board assist if needed.
- Conservation Commission – Sydnee Goddard reported as follows:
  - There are several landowners wanting to gift properties to the Town. The Conservation Commission is still working on solid figures for the costs associated with accepting the gifts of land.
  - She presented the Board with language for a warrant article to put the town owned land on Route 108 (Map 12 Lot 1) into conservation. Sydnee noted that there is a discrepancy on the acreage and parcels that she and Kathy will work to get definitive information on. Sydnee and the Board discussed possible options for the warrant article wording including having at least a portion of the funds necessary for the conservation easement included as part of the warrant article.
- Sawyer Kensington Trust- Hez Mercadante was not present.
- Kensington School Board was not present.
- Trail Committee was not present.
- Rockingham Planning Commission Rep. was not present.
- Heritage Commission was not present.

#### NEW BUSINESS:

##### Appointments to Trail Committee

- **At 8:04pm, Vanessa made a motion to appoint Timothy Estey to the Trail Committee expiring April 2023, Robert Chase to the Trail Committee expiring April 2022, and Carol Rogers to the Trail Committee expiring April 2021. Joe seconded. Both voted in favor.**

##### Timber Tax

- **At 8:06pm, Vanessa made a motion to approve the Timber Tax Levy for Tax Map 15 Lot 7 in the amount of \$693.06.**

##### Tax Abatement

- **At 8:06pm, Vanessa made a motion to approve the tax abatement (Veteran's Tax Credit) for 27 Wild Pasture Rd in the amount of \$250.00. Joe seconded. Both voted in favor.**

#### Grange Hall

- **At 8:09pm, Vanessa made a motion to approve the Grange Hall roof work in the amount of \$2,000.00. Joe seconded. Both voted in favor.**
- **At 8:16pm, Vanessa made a motion to appoint Frank Whittemore as Grange Trustee expiring March 2020. Joe seconded. Both voted in favor.**

#### Cemetery Trustees

- The Board discussed a tree that is hanging over the Unitarian Church that needs to be addressed. The Board will provide David Buxton a summary of issue and discuss with him if the work could be included in the tree budget.

#### Discussion of Life Insurance and Death Benefits

- The board reviewed Life Insurance and Death Benefits options for Full Time Employees. **At 9:04pm, Vanessa made a motion to provide the HealthTrust Option 1: Proposed rate of \$0.21/\$0.04 per \$1,000.00 for Basic Life and AD&D coverage; \$1,011 Approximate Annual Premium. Joe seconded. Both voted in favor.**
- **At 9:05pm, Vanessa made a motion to continue providing health benefits to employees at the increased rate. Joe seconded. Both voted in favor.**

#### Discussion of Town Administrator

- The Board will discuss this topic at the next meeting.

#### OLD BUSINESS:

##### Snow Plowing for town/discussion with school

- A representative from the School Board was not present. This topic will be discussed at a later meeting.

##### All Department Permit

- This is still a work in progress and will be discussed at a later meeting.

##### Building Inspector Job Description

- The Board reviewed the draft Building Inspector job description. The Board agreed that the Building Inspector should also be a Code Enforcement Officer, so that they are able to write and issue Cease and Desist orders without Board approval, but not a Health Officer. The Board would then handle appeals. The position would report to the BOS. It was suggested that the position be 12 hours per week. There was discussion on what tasks could be incorporated into the role. Vanessa will continue to work on the job description for further discussion at the next meeting.

#### OTHER BUSINESS:

##### Assessing Office – Kathleen Felch

##### Avitar Mapping Contract-new maps

- The most recent tax maps the Town has from Avitar are from 2014. The Board suggested that a policy should be created in order to keep the tax maps updated, ideally new maps every 2-3 years. **At 9:11pm, Vanessa made a motion to authorize that the Avitar cost of \$2,330.00 to update the tax maps. Joe seconded. Both voted in favor.**

The Board discussed voting booths in town. There is an ongoing effort to obtain new booths.

**At 9:30pm, Vanessa made a motion to approve the minutes from 10/21/19. Joe seconded. Both voted in favor.**

**At 9:35pm, Vanessa made a motion to approve the minutes from 10/16/19 with an editorial change. Joe seconded. Both voted in favor.**

**At 9:39pm, Vanessa made a motion to approve the minutes from 10/2/19. Joe seconded. Both voted in favor.**

**At 9:39pm, Vanessa made a motion to approve the minutes from 10/28/19. Joe seconded. Both voted in favor.**

The Board reviewed bills and mail.

The next meeting will be rescheduled to 11/25/19.

**At 9:43pm, Vanessa made a motion to adjourn. Joe seconded. Both voted in favor.**

Respectfully submitted,  
Chelsea Lalime