

TOWN OF KENSINGTON  
BOARD OF SELECTMEN MEETING

Kensington Town Hall  
95 Amesbury Road  
Kensington, NH 03833

Thursday

January 9, 2020 APPROVED JANUARY 20, 2020

6:30pm

Present: Joe Pace, Vanessa Rozier, Peter Graves, Kathleen Felch, Norman Giroux, David Buxton, Hez Mercadante, Jen Macek, Catherine Bannister, Elaine Bodwell, Lili Spinosa, Donna Carter.

Meeting was opened at 6:36 pm with the Pledge of Allegiance.

Joe opened the floor to any public comments. There were none.

Joe then asked to hear from the Department Heads present. Noting that some were not here due to the change in meeting schedule.

**David Buxton - Road Manager:** All potholes have been patched in town. New signs and cones have been picked up. There is currently a logging project underway on South Road that is moving along as planned. He inquired about the second bid for the electric work needed at the salt shed. There was some discussion to the fact that of the 2 bids that were received, they are very similar. David would like to make a recommendation to go with the more local bid. Peter will coordinate the bids to make sure the scope of work was detailed to be the same on each and will follow up with David.

**Norman Giroux - Building Inspector:** Norman opened with reference to the letter he presented to the board back in November. He voiced his concern and difficulty with regard to fines and penalties, quoting the letter to the Board. Specifically, paragraph #5 under Fines and Penalties. He went on to discuss the breakdown of permits to be 6 month permits or 12 month permits, depending on the type of project it was for. Back in June he stated there were 9 permits overdue because the property owners are not calling him back. Further discussion continued that this is an ongoing problem and he is unclear on how to improve compliance. The current procedure uses a yellow permit card which is the only document that shows when a project is complete and the inspection has been signed off on.

Vanessa inquired if Norman has gotten any ideas from area building inspectors. He explained that he hadn't and with his experience as a contractor over the last 40 years he has never experienced such disrespect for town regulations. Vanessa also discussed the administrative concern and how fines and penalties would be tracked.

Joe added that the discussion was not intended to be insensitive to the challenge that Norman was presenting, but rather that in order to improve compliance areas that could be reasonably enforced needed to be identified and customer service still needed to be delivered. Absence of a fines schedule needs code enforcement.

Vanessa recommended that Norman start by calling 2 Building Inspectors from similarly sized small towns and then we can revisit the conversation to be fair. Joe added that the feedback from other towns will help provide a framework to use as a guide.

**Kensington Recreation and Social Committee - Donna Carter:** Donna opened that the Father Daughter Dance will be held at Alnoba on February 7, 2020. The contracts for Alnoba and A&B DJ have been received and need to be signed. The deposit for Alnoba is refundable in the amount of \$250. The Deposit for the DJ is non-refundable in the amount of \$62.50, the balance of the DJ contract is \$250.

***Vanessa made a motion to approve the Contract with Alnoba for the Father Daughter Dance on February 7th with a refundable deposit of \$250. Peter seconded.***

***Peter made a motion to approve the contract with A&B Music for \$250 and the non refundable deposit of \$62.50. Vanessa seconded. All in favor and the motions carry.***

Donna continued regarding the Photo Booth that is typically at this event. In the past, there has been an expense with a contract to provide this at an event. At the Town Old Home Days, Jim Webber did a photo booth. Donna would like to buy one to be used at this and other events. In the time between now and the dance she will research printer options. The money that would provide a photo booth at one event with a contract could purchase a printer to be used at multiple events.

**Vanessa made a motion to recommend that Peter Graves work with the Rec Committee for printer options.**

**Summer Program:** Donna stated that the committee would like to rehire Jen and Catherine. They have also suggested price increases to camp fees with a cut off of June 1st to encourage early enrollment. These suggestions are in an effort to prevent budget issues the camp experienced last year. Further discussion continued to discuss other things the town could do to improve convenience for people. Possibilities that need further investigation include the ability to use credit cards. Vanessa suggested that between now and the next meeting some solutions could be researched. Vanessa asked if the new fees being suggested were budgeted out to make sure that expenses would be covered. Peter added that the 20% discount may need to be reconsidered. Everyone was in agreement that the issues of last year needed to be resolved. In an effort to do that projections were needed based on the number of kids attending and the staff that would be needed to accommodate the numbers. Using this as a tool to say that the increases to fees were justifiable. Discussion continued regarding rehiring staff from last year and using the Assistant Director to oversee 6th - 8th grade participants. Donna will bring projected numbers to the next BOS meeting. Peter added that it is ok to start interviewing for counselors and working on the flyers while working on the budget aspects.

**Sawyer Kensington Trust - Hez Mercadante:** Hez inquired about plowing, as it has been in the past that the plow makes a pass through the park parking lot, this discourages people going in and doing donuts in the unplowed lot. Everyone was in agreement that it was their understanding that this is supposed to happen after the storm when all the roads have been cleared.

Town Park Use Application has been amended. Residents of Kensington can rent the park for free to encourage them to use it. ID's are being requested as proof of residency. For use of the fields there is a flat fee of \$75 for use of the lights. All members of the board have read and approved of the revisions.

**Peter made a motion to approve the revisions to the Park Application. Vanessa seconded. All in favor.**

### **New Business:**

**Funds Received:** Funds were received from the State of NH related to Seabrook Station in the amount of \$2125.

Additional funds were received from the State of NH related to Meals and Rooms in the amount of \$108,092.95. **Vanessa made a motion to accept the funds from the State of NH. Peter Graves seconded. All in favor.**

**Towle Hill Road Questions:** Peter believes the work to the road is done. The curbs have been reinstalled, areas were leveled and it has been returned to its original state. Vanessa stated that it would be good to have David Buxton observe the work during rain to evaluate the water. Peter added that the curbs are effective but there is still an issue with one property according to the owner.

**Division of Historical Places - Kensington Public Library:** Kensington Public Library has been nominated to the National Register of Historical Places. Joe will inquire with Sue Gilbert if there is anything the BOS can do to support the nomination. **Vanessa made a motion to authorize Joe to write a letter of support for the KPL nomination. Peter seconded the motion. All in favor.**

**Extension of Town Cable Franchise Agreement:** The contract outlines a 1 year extension through 7/16/20. **Vanessa made a motion to sign the cable agreement. Peter Graves seconded the motion. All in favor. All members of the BOS signed the agreement.**

**Southeast Regional Refuse Disposal District:** Vanessa stated that it might be a good segway into the Recycling Committee work. They have done an excellent job with the work that they were tasked to do. There have been many ideas to make it equitable for the amount of what people are actually disposing of. Vanessa would like to table to signing of this contract to allow the Recycling Committee to complete the work they have set out to do. Vanessa adds that she

would like to consider a Facebook page for the town to be able to survey opinions and effectively communicate with the town. Joe spoke in favor of this and Kathleen added that there are a number of things that could automatically populate from the town website. Discussion continued that when you search the Town of Kensington, it appears that there already is a Town Facebook page. The administrator of the page is unknown and would need to be contacted to shut down that page.

## **OLD BUSINESS:**

**2019/2020 Budget Items:** There will be a more detailed discussion at Monday 1/13/20 meeting. Discussion between Kathleen and Joe about being able to increase the default numbers due to the result of the March 2019 election. Legal consult stated that it was ok to do so because it was voted on. Also, for the budget to be able to go into the Town Report, we need to go by the numbers that were voted on.

Plowing numbers have come in more than anticipated which impacted the overall 2019 projections.

Kathleen has been in contact with the Auditors, and we are planning to be audited in March. This is later than usual but it is the first available date.

Discussion continued regarding the presentation of the Budget in the Town Report Re: Grants. Kathleen will add language to the spreadsheet to make it more understandable for Monday nights meeting.

## **OTHER BUSINESS:**

**Veterans Tax Credit:** Tax Map 8 Lot 50. This applicant qualifies under the old qualifications. This family have been long time residents of Kensington. **Peter made a motion to approve the Tax Credit for Map 8 Lot 50. Vanessa seconded. All in favor. The Board signed the application.**

**Mosquito/Black Fly Application:** This is in regard to the annual application for testing of larvae and treatment as indicated. **Joe made a motion to sign the application. Vanessa seconded. All in favor.**

**MS 60A Paperwork:** This document notifies the Department of Revenue who will be completing our Town Audit. The audit will be completed by Vauchon, Clukey and Company Inc. **Vanessa made a motion to authorize Joe to sign the MS 60A. Peter seconded.**

**December BOS Minutes to be approved:** *Vanessa made a motion to approve the minutes with slight amendments to the paragraph about meeting with a resident and discussing drainage. She does not feel the minutes are representative of what actually happened. Peter seconded.*

**Tristate Generator Agreement: Vanessa made a motion for Joe Pace to sign the semi-annual maintenance agreement for the Emergency Generator. Peter seconded. All in favor.**

**Bills Signed**

**Vanessa made a motion to enter Non-Public Session under RSA 91A:3,11. Peter seconded. Public Session was closed at 9:24pm.**

**Joe completed Roll Call for Non-Public.**

**Peter motioned to close Non-Public expression at 9:58 pm. Vanessa seconded. All in favor.**

**Peter motioned to adjourn at 9:58 pm. Vanessa seconded. All in favor.**

**Respectfully Submitted,**

**Sarah J. Wiggin**