

KENSINGTON BOARD OF SELECTMEN MEETING

Virtual Meeting due to COVID-19

MONDAY December 7, 2020 – 6:30pm

Minutes – APPROVED DECEMBER 21, 2020

In attendance: Joe Pace, Vanessa Rozier, Bob Solomon

At 6:31pm, Joe called the meeting to order. At the start of the Zoom meeting, there were 12 participants on the call.

At 6:31pm, Joe opened the public hearing to approve & adopt the 2020 Hazard Mitigation Plan.

Chief Jon True summarized the Hazard Mitigation Plan. The plan is in place to be able to handle emergency situations in advance and reduce the possibility of injury and property loss. The plan has been out for review as a soft match grant was used for this. The plan has been reviewed by the State of NH and FEMA. The Board reviewed the plan and did not find anything unusual. The Board was impressed and thanked Chief True for his work. Chief True noted that once the plan is in place, there are other grants that may become available. Additionally, the plan can be used as a Wildfire Protection Plan. There were no other comments. **At 6:38pm, Bob made a motion to adopt the Hazard Mitigation Plan update for 2020. Vanessa seconded. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion passes.**

At 6:39pm, Bob made a motion to use the Hazard Mitigation Plan as the Wildfire Protection Plan. Vanessa seconded. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion passes.

At 6:40pm, Vanessa made a motion to authorize the Chairman of the Board to sign the Wildfire Protection Plan. Bob seconded. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion passes.

At 6:40pm, Joe closed the public hearing on the Hazard Mitigation Plan.

At 6:41pm, Joe opened the public hearing on Building Inspector Fees.

Norman Giroux, Building Inspector, explained to the Board that he had written a memo to the Board explaining the fees. There are ongoing problems in town with residents not pulling permits or not closing out permits. The Board discussed the memo from Norman. He explained that he has spoke with other towns and building inspectors to research how this is handled elsewhere. The Board noted that they have the authority to adopt certain fees if desired. The Board asked that for the next meeting Norman present a specific outline of exactly what the schedule of fees would be for the Board to adopt. The Board will continue this hearing to the next meeting.

At 6:47pm, Joe closed the public hearing.

DEPARTMENT HEADS:

• Conservation Commission – Sydnee Goddard reported as follows:

- A signatory for the conservation easement document needs to be designated by the Board in addition to Sydnee's signature. Jeremy Lougee explained that typically the full board signs or the Chairman is authorized to sign. Sydnee can sign the easement deed and baseline documentation in addition to initialing each page. **At 6:52pm, Vanessa made a motion to authorize the Chairman of the Board to sign the conservation easement and to authorize Sydnee Goddard to sign and initial each page of the conservation easement. Bob seconded. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion passes.**
- The Conservation Commission has been posting no hunting signs in Hodges. There have been requests to have trail markings in trails around Trimble Trail as well and they do not want the trail to be marked without having the no hunting signs posted.
- There was a brief discussion regarding the budget. The Conservation Commission wishes to increase their budget. There was a public hearing fee that the commission was unaware of in addition to funds paid to ERLAC that are typically not paid (Sydnee typically pays \$100.00 and this year \$200.00 was paid). The commission

wants to increase the budget by \$300.00 for signs and \$195.00 in the event a public hearing is needed. There was a brief explanation of how the budget is handled.

- Sydnee explained that the abutters to Hodges who appeared to have removed stones from the stone wall had replaced most of them. There is still a small gap in the stonewall and the abutters have agreed to not continue to put debris on the land. There was discussion on the gap in the stonewall, which can be walked through but a vehicle can not go through. It was noted that the Conservation Commission is not the enforcing agent and that the original letter from BOS said they had 30 days to remove refuse and close the stone wall. It was suggested that the trails committee finish closing the stone wall. It was noted that if the break is not on the plan it should be fixed to ensure the survey is accurate. Sydnee will let the abutters know that if it is not finished in 30 days, the trails committee will do this.
- Town Moderator – Harold Bragg reported as follows:
 - A recent email from the NH Municipal Association lays out significant changes to the deliberative process and March vote. Nothing has been finalized but it is being assumed that the deliberative session will take place virtually with a new set of procedures to include noticing every registered voter (not household) of the virtual meeting, followed by two virtual meetings separated by 1 week. The first meeting would be a reading of the warrants. A one-week period would be allowed for public comment via phone, email, or text, followed by a second virtual meeting where the governing body would read the public comments. Additionally, drive through voting was suggested. Additional guidance is expected from the NHMA. There was a discussion surrounding the timeframe of the multi-event proposed deliberative session. This is legislative initiative HB1129. Additionally, Harold said that there is reason to believe the KES multi-purpose room will not be available. The Board and Town Moderator will keep updated on any decisions made by the State.
- Police Department – Chief Scott Cain reported as follows:
 - The department received a 50% match grant for the J1 e-ticketing system which would pay out \$2,700.00. **At 7:27pm, Vanessa made a motion to authorize the Chairman of the Board to sign the Highway Safety Grant Agreement on behalf of the Board of Selectmen. Bob seconded. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion passes.**
 - There has been an increase in cars being broken into. Residents are reminded to lock their vehicles and homes.
 - There was someone in Exeter who had been shooting out windows in homes. This has not happened in Kensington, but if anything looks out of place, please call the PD.
- Fire Department – Chief Jon True reported as follows:
 - The FD is handling all responses. First responders are being tested using the 15-minute rapid COVID-19 test.
- Emergency Management - Chief Jon True reported as follows:
 - There are different agencies reporting COVID-19 cases differently, causing different numbers to be published. As of this meeting, there are resources out today showing Kensington with 12, 9, 7, and 5 active cases. Chief True suggested considering the average of these numbers and also keeping in mind that the number could be multiplied by 3 to account for asymptomatic/untested cases.
- Road Manager – David Buxton reported as follows:
 - Signs have been ordered after the discussions of the Safety Committee.
 - The supplied is local and convenient but there have been concerns regarding responsiveness. May need to start considering other options for future needs.
- Tax Collector- Carlene Wiggin was not present.
- Building Inspector- Norman Giroux reported as follows:
 - The IRC code book for 2015 is missing. The cost to replace is \$97.80. The Board has no objection to replacing the missing code book.
 - Norman has reached out to TS Welding in Manchester regarding railings for the PD walkway, but calls have not been returned. Vanessa and Dave both have contacts that Norman can also try reaching out to.
- Treasurer- Sara Belisle was not present.
- Town Clerk – Interim Sarah Wiggin reported as follows:
 - A letter was submitted to Kathy for a resident requiring reimbursement for registration transaction. This will be addressed as part of the manifests.

- Recreation Committee- Donna Carter reported as follows:
 - The Recreation Committee is planning a professional New Year's Eve Fireworks display at 8pm. Chief True has assisted with a proposal for the event to take place at Sawyer Park with parking at the park and overflow parking at KES. The proposal was brought to the Kensington Sawyer Trust at their last meeting and it was approved. There would be a \$4,500.00 deposit required, which the Recreation Committee has in their budget. The logistical plan was briefly discussed and Chief Cain asked that he be made aware of all of the details so that he can schedule appropriately. There will be permits which will need to be approved by the Fire Chief and Police Chief. Additionally, the public should be properly notified with advance notice, especially considering recent conversations on Kensington Connects. **At 7:45pm, Vanessa made a motion to approve the NYE fireworks display by Atlas Fireworks requiring a deposit of \$4,500.00. Bob seconded. Vanessa amended her motion that Joe would be authorized to sign anything pertaining to this display requiring a signature from the Board. Bob seconded the amendment. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion passes.**
- Sawyer Kensington Trust- Hez Mercadante reported as follows:
 - The Park has been fully winterized. The Trust commended the work of Down to Earth Landscaping who did what the trust felt was an excellent job, going above and beyond.
 - The Trust previously approved the NYE fireworks that were just discussed.
 - The Park website should be up and running in January 2021.
 - The next meeting will be held via Zoom. Email the trust for Zoom links/login information.

NEW BUSINESS:

- Investment Policy for 2020 – Tabled until the next meeting
- Capital Asset Policy for 2020 – Tabled until the next meeting
- Current Budget Review
 - The Board reviewed the current budget. It is expected that there will be approximately \$154,000.00 in unanticipated unexpended funds. Currently approximately \$88,500.00 has been received from grants. There is about \$67,000.00 in unexpended operating income. The fireworks were not considered in this projection. The Board discussed the possibility of putting the WatchGuard cameras as a warrant article. The Board wants to consider purchases that would relieve the budget for next year instead of returning a large fund to the fund balance. The cruiser leases have been authorized already although the Board will consider various options including purchasing 1 or both vehicles outright and continuing with the lease program. Chief Cain had concerns about completely removing the cruiser line item from the budget and being able to add it back next year. In the Town Clerk's office, voting booths are not included in next years budget. Laptops have been included in the current year budget for the Supervisors of the Checklist and for the Town Clerk. Sarah said there is small relief from next years budget pertaining to dog licensing. Dave Buxton spoke about Road Reconstruction. There was discussion on different options to handle roads in the next year combining funds from this year, with funds carried over from 2019. Dave received a proposal for Highland Road in the amount of approximately \$60,335.00. Dave planned to purchase additional road salt. Dave explained the stipend program for snow plowing in the event of a storm. It was decided that it makes sense to wait until the next meeting to make any decisions as there will be a better idea of snow. Kathy went through general town requests. Chief True addressed needs of the Fire Department. The roof of the fire department will likely need to be done next year. The department will need new gear, although that does not provide much budget relief. The gear dryer is something that would be a one-time purchase that may be beneficial to purchase with unexpended 2020 funds. It was noted that very little of the 2021 budget increases are discretionary. The majority of increases come from solid waste removal, plowing, health benefits, and pensions. The Board will review the budget again at the next meeting.

OTHER BUSINESS:

- The Board reviewed several abatement requests:
 - **At 9:30pm, Vanessa made a motion to approve an abatement in the amount of \$500 for Map 11 Lot 30-0. Bob seconded. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion passes.**
 - **At 9:31pm, Vanessa made a motion to approve an abatement in the amount of \$1 for Map 17 Lot 29-0. Bob seconded. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion passes.**

- ***At 9:31pm, Vanessa made a motion to approve an abatement in the amount of \$31 for Map 8 Lot 18-0. Bob seconded. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion passes.***
- ***At 9:32pm, Vanessa made a motion to approve an abatement in the amount of \$2 for Map 17 Lot 28-0. Bob seconded. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion passes.***
- ***At 9:32pm, Vanessa made a motion to approve an abatement in the amount of \$1 for Map 14 Lot 17-0. Bob seconded. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion passes.***
- ***At 9:33pm, Vanessa made a motion to approve an abatement in the amount of \$138 for Map 17 Lot 10-104. Bob seconded. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion passes.***
- ***At 9:33pm, Vanessa made a motion to approve an abatement in the amount of \$6 for Map 17 Lot 10-98. Bob seconded. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion passes.***

The Board will review minutes from November 16, 2020 at the next meeting.

At 9:39pm, Bob made a motion to adjourn. Vanessa seconded. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion passes.

Respectfully submitted,

Chelsea Lalime