

***TOWN OF KENSINGTON
BOARD OF SELECTMEN
PUBLIC MEETING
Monday, May 31, 2016
KES Library
Draft- subject to board approval***

In attendance: Norman DeBoisbriand, Robert Wadleigh and Peter Merrill. Norman made a motion to open the public meeting at 6:34 pm. Bob seconded and all agreed.

CITIZEN'S FORUM

DEPARTMENT HEADS

Before Norman offered the floor to the Department Heads, he informed the attendees that three representatives from WB Mason had come to the meeting to show a power point display informing those in attendance about the furniture package they had put together with regards to the new town hall. The representatives had met previously with the Board and several town employees to discuss their thoughts and ideas about the furniture needs that will exist once the town hall renovation is complete.

Daniel Ford, Beth Doherty and Michael Wrenda proceeded to give a presentation, which included a little about the background of the WB Mason company and then several points regarding the product, layout and purchasing information. During their presentation the representatives made the following points to the Board of Selectmen:

- There is a 4-5 week lead- time from ordering to delivery and set-up.
- WB Mason was awarded the NH State Furniture Contract
- Pricing has been pre-negotiated with the State of NH.
- Furniture is made in America and has a lifetime warranty
- Furniture has been constructed with public use in mind for durability
- Each piece has its own serial number for troubleshooting/warranty purposes
- Desks and work surfaces are wood laminate surfaces over particle board
- Files are metal style
- WB Mason will hire a fully insured company to deliver, off load, assemble (if needed), and remove all packaging and trash
- The delivery company will have a separate charge
- All recourse is handled through WB Mason

The WB Mason representatives showed a power point display showcasing floor plans for the police department, the town offices and the emergency management area of the town hall. They also offered colors and fabrics that had been selected in prior meetings with town employees.

After a comprehensive presentation, the representatives offered the following pricing packages for the different areas of the town hall. The total cost for furniture and filing systems for the police department and town offices (including administration, tax assessor office, town clerk office, meeting/break room, town assessor office and emergency management office) is \$30,800.00. In addition installation will cost \$3625.00 (private company hired by WB Mason).

In addition to the request for furniture, WB Mason was asked to put together a quote for storage areas which would house archived records and documents which need to be held for certain amounts of time before being destroyed. The quote for the HON system storage area is \$10,545.00. They offered a second quote for a high density filing system that sits on a track system (crank storage that can be easily moved). The high- density system is designed by TENNSCO and totals \$13,506.00.

The Board thanked the WB Mason representatives for their presentation. Peter asked about the lifetime warranty. Ms. Doherty told Peter that she is able to send a copy of the written warranty for the Board to look at.

The WB Mason Reps once again noted they had fabric and wood samples for a closer look. They thanked the Board for their time and told Kathleen they would remain in touch for any questions that may arise.

Norman continued with the public meeting by allowing the department heads to report to the Board.

Police Department- Chief Scott Sanders reported-

Chief Sanders told the Board he had the EMPG grant agreement. He reminded the Board the grant was to support the replacement of the laptops in the cruisers. He told the Board the total project will be \$7156.00 and if approved the grant would cover half of the cost, which would be \$3578.00. He gave the grant agreement to the Board so they could read the agreement. Norman asked why they would be signing an agreement before approval had been given. Chief Sanders told him it was the nature of this style of grant. The grant agreement reads as follows:

“The Town Of Kensington Board of Selectmen, in a majority vote, accept the terms of the Emergency Management Performance Grant (EMPG) as presented in the amount of \$3578.00 for the purchase of Mobile Data Terminal (MDT). Furthermore, the Board acknowledges that the total cost of this project will be \$7156.00, in which the Town will be responsible for a 50% match (\$3578.00).”

Norman then made a motion to execute the Grant agreement as presented. Bob seconded and all agreed. Kathleen then witnessed the signatures on the grant agreement and then notarized the signatures. Chief Sanders thanked the Board for their support.

Chief Sanders went on to tell the Board that he is hosting a Drug Awareness Presentation on June 7th at 6:30pm in the multi-purpose room at the Kensington Elementary School. Community members are welcome to attend. He did note that children should not attend. He will be informing attendees about current trends with regards to drugs.

Chief Sanders told the Board he has been asked to pare back on his highway safety grant by the department of safety. He told the Board he had requested \$18,000.00. He noted he did not get pushback with the \$8000.00 request for DUI patrol. He was asked to scale back on the traffic enforcement portion. He feels he will get enough to offset over time costs. He will resubmit his request by Friday to the Department of Safety.

Fire Department- Chief Charles LeBlanc- was not in attendance

Road Manager- David Buxton reported-

David told the Board the speed tables on Trundlebed Lane near the park have been painted. He also said the no parking signs have been put back up.

David told the Board he is getting ready to fine-tune the Kimball Road culvert replacement project. He estimates the cost being around \$100,000.

Mr. Buxton asked the Board for permission to approach the person that does the roadside mowing to ask him if he will hold his price from last year and if so, he would like to ask him to continue to do the roadside mowing. David noted he has not had any complaints regarding the roadside mowing and he is very happy with the job that's been done in the past. The Board gave David permission to seek the person regarding the mowing. David said he will send the proposal to Kathleen. He would like to see roadside mowing start in late August or early September.

David said he needs to start seeking bids for culvert work on Moulton Ridge Road.

