

**TOWN OF KENSINGTON
BOARD OF SELECTMEN MEETING
Kensington Elementary School Library
122 Amesbury Road
Kensington, NH 03833
MONDAY
AUGUST 15, 2016
Meeting Minutes
6:30 pm
Draft- subject to board approval**

In Attendance: Norman DeBoisbriand; Peter Merrill, Robert Wadleigh

Others in Attendance: Chief Scott Sanders, Chief Charles LeBlanc, Linda Blood, Carlene Wiggin, Robert Gustafson, David Buxton

Norman made motion to open public session at 6:29pm, Peter seconded, all in favor.

Robert Gustafson gave the board an update on what grant information was needed.

- Letter construction cost letter
- Information on antenna at Town Hall for Emergency Management communications
- Quote for Audio Visual System
- Generator information

The generator grant funds are awarded based on pre-approval, so the funds obtained will be used as a credit towards Emergency Management supplies and materials.

Dave Buxton asked about the generator that was at the town hall before construction and the board has not made a decision about what they are going to do with it yet because there has been some interest in it from multiple people.

Chief Sanders explained that he applied for the DWI Grant and Operations Safe Commute Grant and both were awarded in the combined amount of \$15,105.83. Kathy and the Chief have discussed the funds that have accumulated in the Special Detail fund. The balance is \$33,708.89 at this time, and he asked the boards permission to purchase the Tahoe at the 4 year lease price of \$10,276.06. Payroll will still need to come out of that amount, but will still leave \$30,000. The first payment and the equipment can come out of this fund. Chief had also applied for the Homeland Grant that was approved for the tablets, and the \$3800.00 is the matching amount that will also come from the Special Detail fund. Peter clarified that the lease payment is part of the request as well as the equipment cost to outfit the new vehicle. Chief had previously specked out the equipment cost of \$9,650.95, but he would like to upgrade a few things. One upgrade would be the box in the back of the vehicle, he believes that would be helpful for the Fire Department, so he will leave that in the 4Runner and purchase a new one for the Tahoe out of the Special Detail funds. One reason for the accumulation of funds within that account is because the fees the department charges for Details were increased, to be in line with other communities, and the funds are accumulating faster than expected. He is anticipating making some of the lease payments out of that fund next year.

Norman made a motion for Chief Sanders to order the Tahoe, Bob seconded, all in favor.

Norman made a motion that when the Tahoe comes in the 4Runner will be transferred to the Fire Department, Bob seconded, all in favor.

Chief Sanders thanked the board.

Chief Charlie LeBlanc updated the board to the activities of the Fire Department, which included 5 mutual aid structure fires in the last month, and that Engine III had a leak in the air conditioner and yearly maintenance performed. He also brought up to the board that there are other options for the Moulton Ridge Road subdivision, one being sprinklers instead of cisterns or fire ponds as stated in the ordinance. Peter will express that to the Planning Board tomorrow night.

Norman asked if he has a list of the fire pond maintenance in town that they talked about last meeting. He has not compiled that list yet. He did explained that the fire department has solicited bids for new led lighting and one estimate came back at around \$3200.00 and he would like that to be approved. **Peter made a motion to approve the bid from Celtic Electric to install the led lighting at the Fire Department, Bob seconded, all in favor.**

Charlie knows of some companies to get quotes from for painting and lettering of the 4Runner and will look into that.

David Buxton, Road Manger, reported to the board that he has spoken to Matrix and he is available Monday and Tuesday next week for the Moulton Ridge work to be performed. He told Chief Sanders that Moulton Ridge Road will need to be closed from Hilliard Road to the Horse Farm on those days.

He updated on the progress of Kimball Road and reported that the progress is good and there is good communication with quality work. Chief Sanders explained that they have had communications with Jamco as well. There will be a barrier put up so that people go around the construction and do not travel through at night. Exeter is aware and on call for the Exeter end of Kimball Road for fire and police emergency response. David asked if the board has made a decision on the Road Reconstruction, and Norman is still waiting

for legal to respond to him. Norman did express that the opening day of the Town Hall is September 6, 2016 with the election on the 13th, he needs the handicap ramps blended into the existing pavement, with 2 handicap spaces put in to the back of the building before the September opening. The board decided to have a work session meeting this week to discuss. David asked to have Matrix be at the meeting with the board at the town hall to go over Matrix's bid with them and to see if they can take that portion out and do it now, with the rest of the work to be performed after Town Counsel reviews of the warrant article. Kathy will post a meeting for Wednesday night at 7:00pm, and Norman will show them all what he is thinking about and they can all make a decision then.

Soule Enterprises, who is doing the road side mowing, will be starting at the end of August, early September. Peter asked if he had seen the correspondence with Julie and he will be attending the meeting tomorrow night.

David would like to have the plowing contract reviewed. To have the vendor come to the town and speak to them about what he can and can't do. He would like to have the plowing and shoveling with one contractor.

Norman also reviewed the budget and the board is allowed to allocate money from one budget line item to another. The town should have a surplus for plowing and snow removal this year and he will provide a spreadsheet with his thoughts for the next meeting.

Kathy asked when the board would like to hold the next meeting because Labor Day is the next scheduled meeting. The board agreed that the 29th of August would be the next meeting at 6:30pm, to be held in the Town Hall Meeting Room.

The board talked to Chief LeBlanc before he left and stated that they need to have the Permit to Occupy, the Chief needs to do his inspection of the building. Chief LeBlanc asked that the elevator company get ahold of the department for them to do training on the elevator. Norman explained that they had to wait for the generator to come in. The board will invite the department when the elevator company is there explaining how to use it.

Carlene Wiggin, Tax Collector, approached the board with an abatement for site 95 in the Green Gate Campground. The site did not have a camper on it so the \$3.00 bill needed to be abated. The board signed the paperwork needed.

Charlie and David left the meeting at 7:00pm.

Town Clerk- Kathy explained that the connection to the State for the Town Clerk could either be the current VPN connection or it could be the Peer-to-Peer. The board decided to keep what was currently being used and asked Kathy to ask the state if they could go to the Peer-to-Peer once moved into the building if that is what Dawn wants. Kathy had gotten an email from Dawn stating she was fine with either connection. The state also has all the information to set the connection up on their side, so Dawn should be all set as soon as the connection is installed.

Peter has been working with Harold to see what will work in the Town Hall space for the election and how he and Dawn want to have the room set up. Peter explained that the stantions would cost around 500-600, and they will hold off on the extras that maybe needed for the Presidential election until after the State election. They will be setting the voting configuration up a week ahead of the September 13, 2016 election, and will have training for the election workers. Norman asked to have protection on all chairs or tables that go into the hall to protect the floor finish. All agreed.

Norman asked that Donna Carter from the Recreation Department come to the next scheduled meeting.

Robert Gustafson gave an update on what the Conservation Commission is working on. The Bodwell Farm is in the process of being conserved. There is a South side and a North side, South is towards Muddy Pond Road. On the South Side the funding is all in place but they have not closed that out yet. North side will be next year and they are still looking at options on that one. The Bodwell's intent is that this does not cost the Town any money. The investigation, and assessments associated with the conservation of the property will come from the Conservation Funds. The Bodwell's are going to keep a few lots and are looking to keep it so that the land could be rented and farmed to keep it agricultural/recreational. There has been a significant increase of the Woolly Indulgent bugs that would kill a tree in 10 years. Some problem areas are Wild Pasture and Hodges Conservation area off of Stumpfield Road. Some of these trees might need to be removed, because of safety issues. Hodges Trust would pay for the removal of the trees on that property.

There is also a 42 acre lot off of Wild Pasture Road which has 19 acres in Kensington and 23 in Hampton Falls, and they are looking to conserve that as well. They are looking to see if there is an active right of way to access the land.

Southeast Land Trust sent a letter to the Conservation on their review of the Meeting House Hill Conservation land off of Osgood Road stating that there is an abutter that has put a log pile on what looks to be the Town's land. That would be in violation of the conditions of the Southeast Land Trusts Easement. Sydnee Goddard is doing a walk through with SELT to make sure that it is indeed on the Town land. If that is so, then there might have to be a letter written up from the board expressing the violation. He will let them know what is found out after the walk through.

Chief Sanders brought up the issue of the Junk Car Regulation. He explained that the issue of vehicles being stored at a residence on Trundle Bed Lane has been resolved, the vehicles are no longer there.

Peter asked Carlene about the Conservation Easements and Current Use. With the Conservation Easements is there an impact on the taxes. Robert explained that his understanding is that the Current Use and the Conservation Easements are valued the same. He further explained that you have to have a certain amount of land and a certain amount of usage. If it is in Conservation it would be at the same rate as Current Use. He further explained that when land is put into an easement there is supposed to be a manager, whether it is the Town or SELT. Peter asked for a clarification from Avitar.

Town Park Rentals:

Zani-Conklin-Pavilion Rental-August 27- **Bob made a motion to approve the permit, Peter seconded, all in favor.**

Exeter Youth Soccer Association- Multipurpose Field use Aug. 21- Oct. 31; No fees submitted, the applicant requested to waive them. **Peter made a motion to approve pending the security deposit is received, Norman seconded, all in favor.**

The board would like to address the fees charged for the park rentals.

Update on Building Progress

- Hardwood floors all finished
- Rugs being installed the 18th of August
- 75% of Security and Fire protection installed
- Generator 3 phase will be installed next week
- Furniture delivered August 24th
- Air Test on building end of 4th week in August
- Cleaning Started
- Painter will be done with touch up painting soon
- PD security window may not be in by the 29th but will be very soon after
- Williams Scotsman will be out on Thursday to visit and go through take down with Peter.
- Handicap ramp on the PD will have to be removed.
 - Possible notice on website about pressure treated lumber and railings; take it down they can have it. Call town hall to coordinate.

What to do with old furniture.

- Newington- Re-Store; Portsmouth Used Furniture store; Silent bidding process.
- Catalog all stuff that is in the Town Offices now, and what is in the Town Hall

Norman asked Carlene and Kathy to catalog everything that is at the town offices presently and then all cabinets in the Town Hall storage area.

Norman brought the Kamco bill to the board's attention. There was extra work needed with the install of the doors so there was an additional bill. All agreed.

Kathy's List:

- MS-535- State change in way the review the form so there was an adjustment needed by the auditor. The board was okay with the auditors explanation, resigned the MS-535 for submission to the DRA.
- Intent to Cut for South Road; Kathy will get in touch with them.
- Three moving estimates for the Town Offices and Police Department were reviewed by the board. Norman made a motion to approve Bridge Brothers Movers, Bob seconded, all in favor.
- The Board reviewed the Jamco Agreement for Kimball Road and signed off on it. Bob recused.
- Flooring company finished the floors and the invoice will be signed tomorrow. Norman explained that the floor should be on a 4-5 year maintenance sand and seal to preserve it. It cannot take another sanding.
- Kathy will contact RPF to see when they are available to discuss the air test results.
- Library would like to move the social to Thursday instead of Tuesday due to the weather. Approved.
- Insurance:
Kathy will call the Library and see who owns the building and contents, and check with the insurance carrier on the specifics for the Fire Department and Library. Norman will see if the Historical Society holds insurance on the Brick School House.

The board reviewed and signed the bills. They signed two other reimbursements, one for Summer Camp Supplies and one from a Recreation Event.

Norman made a motion to go into Non Public at 7:55pm. Bob seconded all in favor.

Non-Public- RSA91A:3, II (c) One tax issue was discussed.

Norman made a motion to leave non-public at 8:09pm, Peter seconded, all in favor.

Norman made a motion to permanently seal at 8:09pm, Bob seconded, all in favor.

Peter made a motion to close the public session at 8:10pm, Norman seconded, all in favor.

Next meeting will be held on August 29, 2016 in the Town Hall Meeting Room located at 95 Amesbury Road at 6:30pm.

Respectfully Submitted,

Kathleen T Felch