

Town of Kensington, NH
Board of Selectmen
November 7, 2016
6:30pm
Meeting Minutes-Draft

In Attendance: Norman DeBoisbriand, Peter Merrill, Robert Wadleigh

Norman called the meeting to order at 6:33pm, seconded by Peter, all in favor.

Chief Sanders spoke about his Homeland Security Grant and the need to pay the expenses in full before the state will reimburse the town. The board will review the bills later in the evening and will use the money from the general fund to pay for the expenses to be reimbursed with the 50% match from the state. He also informed the board that one of his officers was bitten by a dog, while responding to another agency, and has now returned to duty. The board asked if the residence could be flagged so that other officers will be aware of the incident and take caution. It was explained that it was a unique situation.

Charlie LeBlanc, Chief of the Fire Department approached the board and informed them that Mark Kimball has stepped down as Captain after 40 years of service, but will still remain an active member, just not as captain. He has also obtained a quote from 2-Way to change the lights from blue to red, and have a radio installed on the 2007 Toyota that the police department is currently using. The board approved the quote.

Charlie presented the point's sheet to the board and explained the breakdown. He broke it down and explained that they had 78 calls that were one hour or less, 88 calls that were 2+ and maximum call was 7 hours. The board will review them later in the evening. He will be purchasing the three new hose that are needed to replace the failed ones.

He expressed the need for new thermal imaging equipment. He expressed that the department will need to replace the batteries since they are 15 years old. He will check on the batteries to see why they will not keep a charge, if it is not the batteries the new unit would be around \$7,000 to replace. Peter asked about the battery packs and expressed that they should not be in the charger constantly. Charlie stated these are the kinds of batteries he was told could be. It is a great tool to have and he would like to replace if it is the unit.

The board wanted to hold off the Comstar discussion for a possible work session.

David Buxton explained that he has asked Chris to do town wide patching. He has not met with Matrix yet on the work to be done on Bartlett Road. Road reconstruction has started on Wild Pasture Road and Whipple Way, the crew has acknowledged the amount of traffic on Wild Pasture Road. David has asked Gary Bourassa to work with the Police Department to coordinate details when needed.

David and Bob will meet with the State DOT on the Lambert subdivision and drainage issues.

Holly McCann was present to represent the Historical Society, she passed out a letter addressed to the board that explained their position. David explained that the engineer on this project would have to be involved. Norman explained that there was a walk of the property on Wednesday last week and there was mention of an alternative plan that will alleviate the water draining onto the Lamberts property and the Brick School House land. This plan will possibly create a retention pond on the school house property that they will have to work with the historical society on. Holly stated that the Historical Society will need to meet to discuss the option presented. David explained that they need to still meet with engineer to see what can be done. Holly explained that they received a copy of the calculations, but they are unsure of how to interpret them and what they would mean to the school house property. They have no objections to the development of the property, just the preservation of the school house. She stated that neither SAU 16 or the Historical Society were notified as abutters and once they submitted their letter to the Planning Board and Selectmen stating their concerns the Planning board still approved the subdivision. They did not have their questions answered.

She also stated that she was surprised by the email from Julie LaBranche with Rockingham Planning Commission stating that the only recourse that the Historical Society and Sau16 had for not being properly notified about the subdivision would be to file an appeal with superior court. Holly is here to see if there is something that can be done so that they don't have to get into that kind of relationship. David suggested that the Historical Society be invited to attend a meeting with the Town Engineer working on this project for review of the plan. There is a need to complete this design quickly as the Historical Society only has 30 days to file the appeal with Superior Court. Norman stated that the board is in agreement that they need to protect the building, there is a potential to replace the culvert under Amesbury Road, but it would be at the expense of the town. Holly explained to the board that the historical society has spent around \$30,000 on the significant repairs on the building in the last 2 years, and they are very serious about the buildings preservation. Holly stated that she would be the contact to set up meetings with the board and historical society as well as SAU16.

The board received a complaint about the culverts on West School Road. Bob spoke on this subject and explained that the contractor who built the home installed the culvert under the driveway and it is not the town's responsibility to repair the culvert. The board will consult legal counsel on who is responsible for the repairs. David suggested a master reference book with all legal inquiries for the board to be able to turn to, to save on legal fees. His opinion is that this is the same instance as the mailboxes, the town is not responsible. The board will consider it.

Bob Gustafson stated that the town had replaced his culvert back in 1985, and standards need to be established for what the board can and can't do in these cases. **Norman motioned to go to legal counsel with this issue, Bob seconded, all in favor.**

Bob Gustafson spoke to the training that he has gone to on the emergency operations center, and it was very informative. He explained to the board the way that the state does the grants is a process. You have to apply for the grant before any of the work could be done as a formal project, and step by step report to the state. He would like to establish a process for these grants. He explained that the buildings in town like the Library and the Fire Department would be covered by FEMA in a disaster. The state will partially enact the EOC for the election tomorrow in the case of a threat.

Carlene Wiggin, Tax Collector, approached the board for four abatements. **Norman made a motion to approve and sign all the abatements presented, Bob seconded, all in favor.** The board signed all abatements.

Nothing reported from the Town Clerks Office, Conservation Commission or Trust.

Holly McCann reported for the Recreation Department that the Halloween Party was a success, and they are now working on the Holiday Stroll planning.

Norman gave an update on the town hall progress. November 17 Gutter King will be coming to the town hall to give a quote to put gutters on the building. Heating has been fixed for the police department. **Peter made a motion to have the thermostat repaired for no greater than \$400.00; Norman seconded, all in favor.** He reported that the Exeter Newsletter did an article on the Town Hall and he was detained so he asked Holly to show the reporter around the building at short notice. Holly stated that they were most impressed with the way the historical nature of the building was preserved. She also wanted to state that the misquoted her, and that Tim did some of the tiling not all. Norman also wanted to extend another thank you to Skip Heal for the new exterior lighting that has been installed. A letter of thanks will be prepared.

There has been a question on the parking spaces at the town hall. Norman explained that they are to code requirements for size. There were a couple complaints about the size so he wanted to address that they are to code. Chief Sanders asked if the cones could be removed since the acorns are done dropping. The cones that were placed in the parking spots will be removed. They were placed there to keep damage from occurring to residents vehicles, due to the dropping acorns. The container at the Town Hall will be moved to the Salt Shed, and the marked trees will be removed soon. Chief Sanders stated that there are some items that can be removed from the containers at 211 South Road. Norman will be returning some items from the construction as well.

Kathy will contact Royal Green to see when they can do the tree removal, as well as seeing when the container can be moved.

Building Signs were discussed. Chief Sanders stated that he has talked to Randy Wood who has extended his offer to donate all the signs for the building. Kathy will forward the needed information to Chief Sanders. He stated that he would also be willing to work with the board on the signs needed for the exterior of the building, at a reduced cost to the town. The board was grateful for this offer.

The board was asked about the green sign coming into Kensington off of Amesbury Road. It is in need of repair, and the board agreed to remove it, but to leave the posts.

There were political signs in the center area of Amesbury Road and North Haverhill Road that the landowner removed. Chief Sanders stated that the landowner can remove them if there was not land owner permission granted. They were put to the side for the owners of the signs to pick up.

The security company will be returning to finish the fob access for the main entrance. There will be a knox box installed with a hard key. Kamco will need to be called to finish as well.

Kathy asked about getting a drop box for the town hall, the board approved the purchase.

Virtual Town Hall needed to have the home page design approved, the board reviewed the page and signed off on the page.

Equalization Ratio was discussed. The preliminary ratio was determined by Avitar and the board approved to send the ratio to the state for final approval. **Norman made a motion to approve the rate submitted by Avitar and send to the State, Bob seconded, all in favor.**

Primex Cap program was discussed. **Norman made a motion to sign the cap agreement, Peter seconded, all in favor.**

The Historical Society submitted a permit for use of the Town Hall on January 29, 2017. **Norman motioned to approve the request, Peter seconded, all in favor.**

The Pinnacle Leadership Foundation submitted a request to number the driveway off of Cottage Road. The board discussed this request and wondered if the applicant would want to name the driveway so that the buildings could be numbered for emergency services. Kathy will contact them and relay the board's suggestion.

Kathy will order half the stickers that were ordered last year. The board is still discussing the different possibilities for trash disposal.

There was a question on who is responsible for inspecting the smoke detectors in the new homes and additions. Charlie LeBlanc explained that historically it has been the building inspector, but it was discussed and stated that it should be the electrical inspector. The State Fire Marshalls office stated that it should be the Fire Chief. The electrical inspector will be contacted to ask his thoughts on the inspection process and responsibilities.

The Library Lease was discussed. Norman explained that the Library would have to enter into the same kind of agreement as the Fire Department, with a lease stating that the town is responsible for obtaining the insurance. This would suffice the insurance company's legal requirements. The lease will be reviewed by the board. Norman explained that the town has to enter into an agreement to be able to help fund the library, as it is a private entity. The other issue is the division of the property within the library. This will continue to be discussed and a lease will be drafted and reviewed by both entities.

The board was informed that the lights on the outside of the building were off, and it will need to be investigated.

Chief LeBlanc stated that the old air packs will be donated to South America. **Bob motioned to send the air packs but to request a letter stating that they are received, Peter seconded, all in favor.**

Charlie also reminded the board that he has not been appointed yet. The board stated that they are aware.

The Grange Hall water will be drained.

The board received a complaint of septic issues and trash burning on Osgood Road. Bob as the health inspector will visit the property with Chief Sanders.

There was also a complaint on Muddy Pond Road of a commercial business operating within the residential district. The board send a letter to the resident asking them to return before the board to discuss what activities they are engaged in on the property. They will be requested to attend the November 21, 2016 meeting.

The board will be having another budget meeting on November 14, 2016 at 6:00pm to discuss the submission for the 2017 budgets. The department heads will be asked to attend. They will also be having a work session with the Chief of the Fire Department on Thursday November 17, 2016 @ 6:00pm.

The board reviewed and signed monthly checks as well as bill report.

RSA 91-A:3 II(a) Norman motioned to go into non-public at 9:08pm. One employee issue was discussed. Norman motioned to leave the non-public session and seal the minutes at 9:38pm, Bob seconded, all in favor.

Norman motioned to close the public session at 9:38pm.

Respectfully Submitted,

Kathleen T Felch