

Town of Kensington  
Board of Selectmen  
95 Amesbury Road  
Monday  
November 14, 2016  
Meeting Minutes-Draft  
6:30pm

In Attendance: Norman DeBoisbriand, Bob Wadleigh, Peter Merrill

Others in attendance: Susie Gilbert, Jack Herney, Carlene Wiggin, Donna Carter, Bob Gustafson, Chief Scott Sanders, Chief Charlie LeBlanc, David Buxton,

Norman made a motion to open the public meeting at 6:30pm, Bob seconded all in favor.

Library- Susie Gilbert and Jack Herney were present to represent the library. Norman asked why the budget might be underspent this year, but Susie commented that with the expenses still outstanding they do not expect to underspend. They are requesting \$1,000 more this year for programs and books. They are also asking for pay raises for all library employees, and for a part time technology position, which would be approximately 5 hours weekly. The board asked for figures per employee to be tabulated and turned in.

Tax Collector/Assessing Clerk-joint budget items- both of the accounts are within the same section. Software support is needed for each department, and separated out. They increased the software support line item, and reduced the submitted salary for assessing clerk. The board is not going to do pay rate increases due to the increases received last year. When looking at pay increases the board is taking into account the inflation rates.

Recreation Department- no changes were made from the previous years.

It was asked why the recreation committee comes to the board for funds when they have the revolver.

Donna explained that the recreation department revolver is for user fees. She explained that there are different sections within the revolver, but the events are mostly for the recreation committee. She as a recreation member is responsible for the small expenses generated by events. Norman would like to have a work session to discuss park and revolver activities. The question was asked if donations can be accepted within the parameters of the revolving fund. Donna explained that the signs were something that the trust would take care of because when the revolver started there was no money to start with, but now the town could take those type of rentals over. It was explained that there would need to be an agreement between the town and the renting entity for that to continue. He also reiterated that no recreation member should be signing for the town on contracted matters.

Robert Gustafson- Emergency Management- he explained that all emergency management directors receive a grant of \$8,000. He has to submit justification 4x yearly. Bob gave an overview of the department and stated that the fire department could take over the Comcast accounts there after December of this year.

Chief Scott Sanders- The board only reduced the fuel surcharge amount. He commented that the full time salaries will need to be adjusted. Norman explained that inflation factors would figure into this contracted expense. He explained that he is adding new phones for the department so that they will no longer be using their own cell phones on duty. This will significantly reduce the expenses.

David Buxton- Road Budget- David explained that his variable is the maintenance of the salt shed that is in need of repair. He will look into the best way to fix it. He increased road side mowing due to the contractor stating that the work actually exceeded the quote, but did the job for the amount originally agreed to. He has not had any complaints about the contractor that has done the road side mowing.

Chief Charles LeBlanc-Fire Department-reported he was delayed due to a call and the truck getting stuck, it was a difficult driveway, so no fault of the driver. The board increased the budget by 600. The board would like to suggest to remove the 20,000 for the water hole repairs, and do a warrant article for the project. Charlie stated that would cover the cost of repairing 2 water holes, there are approximately 12 water holes in town, but not all are in need of repairs. The board asked for a punch list that lists the worst ones first. The board will keep the \$1,000 in the water hole maintenance. Peter would like to have the warrant article specify the water holes that will be repaired with those funds. Norman suggested that Charlie get bids to clean out the water holes and maybe they could do three if there is any money left in the budget. Charlie got a quote of \$10,300 on a thermal camera for the department.

The department will not be putting a warrant article together for a new ambulance this year.

Peter asked what the electric bill entailed. Charlie explained that the lights, compressors, tools, and the trucks are always plugged in. The lighting that was redone in the department was only part of the downstairs. Peter asked Charlie to compare the electricity for the months before the change and what it is now. Bob asked about grants to do the building. Peter asked why the forest fire line item is zero, Charlie stated that it was because they haven't used it.

Charlie stated that thermal imaging unit is wearing down, that is why they left money in the line item. He stated that the association helps to purchase items that the department needs. The association and private donations, just purchased a cascade system for the department, which refills the scba's so that they don't have to go to surrounding towns to fill them. The Midway bills are for vehicle fuel and heating. Kathy explained that some mail got sent to 243 instead of being forwarded to the 95 Amesbury Road address. Charlie asked to have the account name changed to just heat. He would like to encumber the money to change the lights on the Toyota as well as the lettering. Norman asked him to get estimates for the paint changes.

Executive- The board went through the items. The board researched the salary of the selectmen and their pay rate is one of the lowest in the area. There is a need for equipment for them to be able to do their jobs. They discussed the need for personnel files, developing critical elements for department heads, and they will need to find money to pay someone to do them. It needs to be structured, as well as contracts for vendors. They didn't change any of the items.

Town Clerk- The board reduced the request for the election expenses to \$5880. As well as reducing the deputy town clerk salary.

Health Insurance- more concrete number after the board decides on the insurance plan they accept.  
Current plan is discontinued.

The town hall electricity is high this year due to the estimated 3 phase demand charge and that it has all the departments in one building. This is a place holder for the coming year to see what the actual expenses will be in the new building.

The board discussed the trash pickup and recycling costs and what they can do in the future.

Recreation Revolving funds were discussed further. The board discussed the option of taking the special events out of the budget. The park fee structure will soon be redone. According to state RSA the revolving funds may not be able to accept donations. The board will look into this, and have a work session with the recreation committee.

The board reduced the line item for police department staff support, and the library payroll. They also reduced the election expenses for the Town Clerk.

The budget is now roughly \$3800 below the default. There is still the library that has to get back to the board as well as Chief Sanders.

No other changes were made.

The board will be discussing the points and Comstar write offs with the fire chief on Thursday night. They also discussed the need to do a study to see how other towns pay their volunteers.

Norman talked to legal about the library lease and he asked if the others were okay with it and with him distributing it to the Social Trustees of the Library. They agreed.

Norman also discussed the issue of the culvert replacement off of West School road. He was told that unless it is stipulated in a development that the town is to maintain it, it would be the responsibility of the homeowner to repair. The fire department would not be able to blow them out either.

Norman made motion to go into NON PUBLIC at 8:04pm. **RSA 91-A:3, II(c)** One reputation issue was discussed. Norman voted to leave nonpublic at 8:17pm, and seal permanently, seconded by Bob, all in favor.

Norman made a motion to close the public session at 8:17pm, Bob seconded, all in favor.