

**TOWN OF KENSINGTON
BOARD OF SELECTMEN MEETING
Kensington Town Hall
95 Amesbury Road
Kensington, NH 03833
MONDAY
November 21, 2016
Meeting Minutes-Draft
6:30 pm**

In Attendance: Norman DeBoisbriand; Peter Merrill, Robert Wadleigh

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

Citizen's Forum- Holly McCann updated the board on the Lambert Subdivision and she and others attended to discuss the updates on the drainage. Bob stated that they went out to the site to go over a few ideas, but they will be meeting again this Wednesday. Will the culverts be replaced? Bob stated that they want to do the right thing and they should know more after Wednesday this week. Norman explained that there is now a more efficient means of moving the water off of the property onto the Brick School House property. They have looked at alternatives and how to address them if there was to be a large water event. They have discussed with the NHDOT about replacing the culvert under Route 150 (Amesbury Road). There is also a way to reduce the flow onto the Lamberts property. There was also a discussion of placing a retention pond on the Brick School House lot. There might also be a way to alleviate the problem with some landscaping. Historical Society might have a few questions if the town is looking to put a retention pond on that property. Bob explained that they are trying to get the ideas from the engineers for the best possible solution. The board is looking to not create problems that will occur later by fixing this problem. The Historical Society is looking to work with the board.

Chief Sanders explained that the town hall key fob access control is close to being activated. The doors will lock and unlock for the Town Hall business hours. Cameras are all functioning and working properly and the alarm is all set. The Warrant Article from March of this year allowed for the purchase of the cameras for the vehicles and those are mostly installed, he is just waiting on the Tahoe to be completed. The equipment is all in the police department's possession, and the Tahoe will have the equipment installed when we receive delivery of it. The board suggested to pay 2/3 of the bill and to encumber the rest.

He is looking to encumber money needed for the second radio for the vehicles; he has a quote as well.

Chief LeBlanc approached the board and gave them the receipt received from the company that received the town's old air packs. The board will review the form and keep for the auditors.

Bob Gustafson stated that he had put in a grant for the equipment needed for the EOC. He had finally gotten the information needed from them to present to the board at the next meeting. It is the same type of structured Grant as what the Police Chief did for the radios. He will be reviewing the documentation to make sure that it is all correct.

Bob Gustafson reported that there was going to be a walk through on the Hodges Property to see if there will need to be any harvesting done due to the Woolly Adelgid disease.

Skip Heal approached the board and handed out a sheet for the board to follow along with. He has asked to be on the agenda to talk about the compensation of the Fire Chief. He believes that it is time to compensate the Fire Chief and the amount suggested is \$26,000 yearly. They would like to use some of the money within the Salary line item that is set aside for the fire department stipends. The chief usually gets a stipend of \$8,000 yearly from the salaries line item in the budget. He has it figured that it will be \$16,000 more that will need to be added to the salary line item to make up the difference of the \$26,000 salary. He did sample warrant article for the board to review. Skip asked if the board would vote in confidence and support of this article. Norman asked if he was present to represent the fire department, the association or as a resident. Skip explained that he was there as all the above and continued that a lot of the members on the department are also members of the associations since the split when the department became a municipal fire department. He believes that it is time for the town to support the fire department and support the fire chief. Juli Noyes expressed that this is a small town and we don't need to pay the fire chief. Norman asked how the \$26,000 was derived. Skip asked Charlie to do a time diary of what he does, and stated that it consists of the various duties that are strictly fire department business. This all came out to 500 hours which they rounded out to 600x30=18,000. Juli Noyes asked how much the police department

makes. Peter asked what the hours were, what was the 3 month sampling that was done? February, March and April were the sample months used.

Norman explained that he does not believe that the board will be giving the department an answer tonight on their support. He believes that there needs to be some analysis done. If the department is proposing the article they will have to have it turned in early. The board advised that he would need 25 signatures. The board will need a dialog about whether they are in agreement of the article or not. Linda Blood asked if the compensation for the person in the warrant article would include benefits. Skip responded no, there would be no health, or retirement. Juli asked if the town was going to be paying a Fire Chief should the person being paid be qualified to be a Fire Chief. The board responded that would be another issue to look into, and what qualifications would be needed. Skip explained that the association recommends a person to become fire chief to the board of selectmen, who then appoint or don't appoint that person. Skip expressed that in keeping with the article that was passed last year he would like to present the board with a recommendation from the association for the chief of the fire department. He stated that the warrant article stated that it ends in July, but their recommendation states they recommend Chief LeBlanc for 2017. Norman expressed that in regards to overall personnel matters within the town the board is not at liberty to discuss in public, and they will take the recommendation under advisement. Where Skip is proposing a change in positions they will have to look into position descriptions and critical elements. Julie stated that she has information for the board later.

Peter asked what will change within the department. Skip stated nothing. The salary budget line item is \$50,000, and the Chief currently gets \$8,000 of that yearly, so there would not be any money taken from the other department members. Juli asked if any employee of the town is found doing an illegal activity, why is that employee still with the town. Norman stated that the board would have to take that into consideration, but not discussed in a public session. Peter asked why the amount is founded. Skip stated that they are all doing it for the love of the job, and sometimes they should be compensated. Holly asked if they are talking about hiring a permanent part time chief. Skip stated that it is not permanent it would still be a yearly appointment by the Board of Selectmen. Holly stated that the proposal is changing what is there now so it would have to be a new process, with hiring and interviewing the candidates. Skip stated that it would be up to the Selectmen to do that. He is proposing to pay the fire chief more money. Norman stated that Charlie currently gets 8k from the point system and in the long term this will be a line item in the budget of 16k from the numbers presented. Peter stated that the board should look at what they are capable of doing and what makes sense to do, and then the process that needs to be taken. He acknowledged that the department did the work on this, so the board will need to research as well. The board stated that they would be in touch.

Cassells attended to explain to the board about the activities that were reported to be taking place on their property. Norman explained that the board received another letter stating that there was a continuation of the wood cutting business happening on their property. Susan Cassell explained that their son has two commercial sites available for his work and they are abiding by what they learned last year from the boards. Her son will not be continuing with any wood processing business. She informed the board that she just went through the building committee (Zoning Board of Adjustment) for a variance, which was denied. They were looking to erect a canopy shed closer than the 25 foot setbacks. She stated that the zoning board recommended that they rent equipment and take down trees instead of placing the building within the setbacks. Because they were denied they cleared the area for a building. Peter explained that the setbacks are there for the privacy, and they were looking to locate the building closer than 25 feet to the boundary line, and that would reduce the privacy of the neighbors. Mrs. Cassell explained that the direct abutter is conservation land. Peter asked how big of an area was cleared. Mrs. Cassell stated that about a 30x30 area, which resulted in about 4 or 5 cords of wood. She stated that they have had an ongoing problems with the Catania's and she listed out the complaints voiced by the Catania's including advising them what to do with their property, shooting, 4wheelers, vehicles parked out back, wood processing. They are trying to comply with everything that the boards recommended, but were upset with Rich Powers commenting on the variance application, when he was an abutter to it. Bob asked if they cut the trees for their own consumption and were done with the construction. Mrs. Cassell stated that they were done and no grapple loads have been delivered. She continued that the previous owner had signed off on the Town using a corner of their property for the drainage on Trimble Trail, the area is in need of repairs. The purpose for the drainage was to keep the area from freezing, and since it is not being kept up it is causing damage to their property. Norman stated that it is the Town's responsibility to look into that and find the agreement. The board stated that if they are clearing the trees for their own consumption that is allowable. The board thanked them for attending.

The board will check with legal counsel and see if the complaint can be released.

Cottage Road Numbering. The Pinnacle submitted a numbering/address addition to the board. They would like to add the number of 24 to the road for the Alnoba building. The owner would not like to name the driveway they would just like to put up a mailbox for the buildings out back. Peter asked how that will address the emergency services issues. Chief LeBlanc stated that it did not create a problem with the emergency services. Norman made a motion to accept the address of 24 Cottage Road, Bob seconded all in favor.

Library Insurance was discussed and it was determined that the Library is not covered under the town's policy, due to the fact that the Town does not own the library building. The board then contact our legal counsel to draw up a lease, like the one we currently have with the Fire Department, to state that the town is responsible for obtaining the insurance on the building. The town then sent the prepared lease to the insurance company to see if they were in agreement to the terms and they stated that they would cover the property under the provisions of the lease agreement. The Library Trustees will be showing the lease to their legal counsel so that they can ask a few questions. Holly asked if the contents of the library will be determined at the same time. Norman stated that if there is something that needs and individual rider, they would determine that. The contents would be discussed and if there is something that has some potential value there might need to be some other provisions in the lease to accommodate that. Holly asked if the historical society should be working with the social trustees to determine those items. Norman stated that they will need to have another meeting to determine any valuable items over a certain amount.

Health Insurance for Employees- Kathy explained that the board would need to make a decision on the plans as soon as possible due to the fact that the current plan is no longer available as of January 1, 2017. The board reviewed the plans proposed by the insurance company, and decided on the plan that is closest to the plan that the town currently has. **Peter made a motion to accept the plan closest to what the town currently has, Bob seconded, all in favor.**

Skip Heal asked if he could speak about security. He asked if there is a charge for alarms going off often. Chief Sanders stated that it is after 3 times of alarm activation, and they send the resident a warning letter. Skip asked if the fire department has one, and Charlie responded that they did not. Chief Sanders stated that it is a town ordinance. Mr. Heal asked if \$25.00 is enough of a charge, and stated that it cost a lot more than that for the trucks to roll out to the call. He would like to see the fine increased to \$100.00 instead of \$25.00. All discussed the need for updating the town ordinances.

Most of the public exited the main hall at this time.
The board reviewed the bills. Kathy pointed out that the mail has been erratic.

Juli Noyes approached the board and asked when she could address them. Norman stated that the board cannot talk about certain issues in public session.

Norman made a motion to go into Non-Public at 7:54pm, seconded by Bob, all in favor. RSA 91-A:3,II two employees and one legal matter were discussed. **Norman made a motion to close the non public session at 8:49pm, seconded by Bob, all in favor. Norman made a motion to seal all non public minutes, seconded by Peter, all in favor.**

Kathy presented the board with the Timber Tax Warrant for signatures. **Norman made a motion to sign the Timber Tax warrant, seconded by Bob, all in favor.**

The board discussed the \$8,000 donations received from Kensington Sawyer Trust for the park upkeep and if the recreation revolver can actually accept donations. This will be looked into.

The board agreed to have the public hearings on the budget, unanticipated funds and encumbered funds at the December 19, 2016 meeting due to notice requirements.

Norman made a motion to adjourn the meeting at 9:06pm, seconded by Peter, all in favor.

Respectfully Submitted,

Kathleen T Felch