

**TOWN OF KENSINGTON  
BOARD OF SELECTMEN MEETING**

**Kensington Town Hall  
95 Amesbury Road  
Kensington, NH 03833**

**MONDAY**

**December 6, 2016**

**Meeting minutes-Draft**

**6:30 pm**

In Attendance: Norman DeBoisbriand, Robert Wadleigh, Peter Merrill

Others in Attendance: Jan MacQuarrie, Holly McCann, Linda Blood, Elaine Kaczmareck, Denny Roffman, Skip Heal

**Citizen's Forum:**

Skip Heal approached the board and discussed the warrant article that he would like to present to the board on the proposed payment of a part time Fire Chief. He had reworked the article and wanted the board to review. He had asked the board to help with the wording, but was unsure if they had time to do that. He re-read the article that is proposed and stated that the second article wording would be what he like to submit. There were some suggestions made by Dave Buxton that the department make sure that the wording is clear to the voters. Skip believes that the intent can be expressed at the deliberative session.

Chief Sanders explained to the board that he had received the EMP grant money. Norman asked him to brief the board on the training sessions that he has been attending with PRIMEX. Chief explained that he has been attending the Chief Development training through PRIMEX and it was very beneficial. There is a lot of training for the other positions within the department but nothing for the chief's, so it was good to get together with the other area chief's. They covered numerous topics including the department of labor updates, state grant funding, and human resources. They enforced the need to have the town handbooks up to date and enforceable. The board was appreciative of the information.

Chief Charlie LeBlanc reported to the board that he had gotten 3 quotes for gates to enclose the Emergency Management trailer. He was unsure which department the funds should come from since the enclosure would house the EM department and Road departments equipment. He indicated that this was needed because the trailer is taking up two parking spots and in the way of plowing out the department. There were ideas discussed that included a container to put the trailer in. This could be placed at the fire department, in the parking lot across from town hall, or behind town hall. The board expressed that there is not money in the budget to handle this type of project in 2016.

Charlie also reported that Peter Kuegel had helped him create a sheet of the fire ponds that the board had requested. Bob will work with David on the fire ponds.

Norman asked if the fire department association had received any donations for equipment. Charlie explained that they had received a donation for the Cascade system for the refilling of the air bottles. This will make it so that the air paks can be filled at the station, and Seacoast Fire Chiefs will refill when needed. Norman reminded him that there is a formal process to go through when the town accepts funds. Skip clarified that the association is buying the equipment and that they will provide a letter to the town.

David Buxton reported that the sand has been received, and that there is still room in the salt shed for the salt to be delivered. With the weather, we have already had there has been 70 cubic yards of sand salt mix used. He presented the board with hand written quotes for the retention pond at the end of Trimble Trail, and work at the salt shed. Matrix had submitted a quote earlier in the day for the damage to the culvert off of North Haverhill road caused by the fire truck. The retention pond at the end of Trimble Trail development will need to have the brush trimmed and some of the smaller trees removed and stumped. Cost of this project is quoted at \$650.00.

The salt shed will need to have some site work done, and the cost for his is quoted at \$950.00.

David then explained that the quote for the driveway damage would need to come from someone's budget, but not sure it should be his, where it was the fire department that did the damage. Peter asked Charlie how the department

can prevent this from happening again. It was explained that was a dark driveway and there was a limb to avoid when pulling in the driveway. It was discussed that there are briefings done after incidents and this topic could be discussed within the department then. Bob explained that the damage was quoted at around \$2500.

Charlie stated that he has talked to the driver and will discuss the policy of not turning into driveways.

The board will look into what process should be taken, and will contact the insurance company.

David also brought up an issue with the Ricci Pit trucking company. He has spoken with Ricci himself and does not have an issue with him, but the trucking company Syvinski continues to use the town roads that they agreed to avoid. He would like to go tomorrow with Chief Sanders and let the trucking company know that they are not to use the roads or a cease and desist will be issued by the board. The board discussed that this is not the first time they have had to talk to this company and they will issue a Cease and Desist for the whole project if the company doing the trucking does not follow the agreed upon route. David and Chief Sanders will contact them tomorrow.

**Bob made a motion to accept the quotes for Matix to do the culvert replacement off of North Haverhill Road for \$2500 and the salt shed site work for \$950. And for Troy Olofson to do the retention pond repairs at the end of Trimble Trail development for \$650. Norman seconded, all in favor.**

Holly McCann asked about the drainage for the school house property and if the board has done any more on this subject. Norman explained that they had another meeting at the site and David added that the driveway on lot 6 will act as a retaining berm. The attorney is looking into what the town has for rights, and they are hoping to not have to do the retaining pond on the school house property. Holly asked if they are still looking to replace the culvert under 150, and the board stated that is not out of the question if they run into a problem.

Bob Gustafson approached the board with an Emergency Management Grant for the supplies needed to outfit the town hall in the case of the EOC needing to be operational. The grant is for emergency operations of the Town of Kensington. Total project cost is \$9280.00 with the Town matching the Federal Funds of \$4640.00. **Bob motioned for the Town to accept the EMPG grant agreement terms as presented, Norman seconded, all in favor.**

Holly reported for the recreation committee that they will be submitting nominations for the recreation department next month. They would like to get the committee back up to 5 active members. The board was in a agreement, and expressed that there still needs to be a work session with the recreation department.

Bob reported for the Conservation Commission that they are having the Hodges Hill walk on this Sunday, and that was all he had to report.

Charlie LeBlanc explained to the board that his computer was acting up and that he was in need of a new one. Norman reminded him that there should be certain operating system so that the computer will work with whatever server the town goes with. The board will be getting Charlie the requirements.

Library Lease was discussed with the Library Trustees and Social Trustees. Elaine explained that there are a few changes that they would like to have made to the current lease. Such as not allowing any changes to be made to the main room, repairs made to the building, and the set amount of insurance. Norman explained that since the board will be using town funds to repair and upkeep the building then there are certain aspects that they would need to have a say in. As a group, they will meet with the attorney and discuss the changes to the lease. There might be a conflict of interest with the firm giving the library advise, but Norman will call and discuss with legal to inquire about a joint meeting. He will bring any changes made back to the board.

The board approved the Animal fine collection fees to be allocated to the Animal Control Officer.

Peter gave a brief overview of the cleaning done last Saturday at the Salt Shed. One container is almost empty and the other the police department will have to go through. There are speed bumps in the trailer and the board wondered if someone else could use them. Chief Sanders stated that he and Officer Gorski would be looking through those items.

The container at the town hall still has some construction material that will be returned this week. Linda Blood asked about the container at the town hall and how long that will remain there. The board stated that is why they are cleaning them all out to see what kind of room they will need and to take that container away.

Norman stated that he had run into someone on the East Kingston fire department, and asked Charlie how much the ambulance gets to roll out each time. He stated around \$400-\$500. Norman explained that East Kingston's ambulance is \$2500 each time they roll out to a scene. Charlie explained that they charge what ALS does because they have a paramedic on the ambulance. Our ambulance does not have any paramedics, that is why ALS is called. He also reported that Exeter has about 3,000 calls per year. It was also discussed that East Kingston just purchased a new ambulance for \$204,000.

Peter updated the board on the new website and the conference call that he and Kathy attended last Friday. They are planning to roll out the new site in February of 2017, and are in the process of taking the information located on the current site and uploading to the new site. The decision was made to use the mega menus to navigate from the home screen. It was explained that department can update their own pages, but there could be an advisory permission put in place so that the content can be reviewed before it is posted.

Kathy presented the board the map update contract and they decided to hold off on this.

Skip Heal asked about the sound echo in the main hall and if that might be addressed in the future. The board explained that they are looking into solutions for this issue.

Bills were reviewed. Carlton had a bill from Down to Earth that was an increase from last year and Kathy was unable to get in touch with Carlton before the meeting. The board voted to approve the bill but to hold until confirmation was made with Carlton for the amount.

Norman clarified with legal that looking into possible alternative solutions for the fire department staffing did not have to go through the department before contacting local departments, but they board will do a memo to the department to let them know their intentions as a courtesy.

Norman voted to enter into a Non-Public RSA 91-A:3,II(a) Session at 8:16pm, seconded by Peter Merrill, all in favor. Two employees were discussed. Norman voted to leave non-public at 8:42pm, Peter seconded all in favor. Peter motioned to seal the non-public minutes, Norman seconded, all in favor.

Norman motioned to approve the following meeting minutes:  
October 3,17,24,26; November 2,5,7  
Bob seconded, all in favor.

Norman motioned to adjourn the meeting at 9:10pm, Peter seconded, all in favor.

Respectfully Submitted,

Kathleen T Felch