

**TOWN OF KENSINGTON  
BOARD OF SELECTMEN MEETING  
Kensington Town Hall  
95 Amesbury Road  
Kensington, NH 03833  
MONDAY  
December 19, 2016  
Meeting Minutes-Draft  
6:30 pm**

**In Attendance: Norman DeBoisbriand, Peter Merrill, Robert Wadleigh**

**Others in attendance: Linda Blood, Holly McCann, David Buxton, Charlie LeBlanc**

Norman opened the public hearing at 6:33pm, Peter seconded, all in favor.

2017 Budget Hearing and Unanticipated Funds Accepted.

Norman asked if all the people in attendance had a copy of the budget and if there were any questions on the budget as presented. There were no questions, additions or changes made.

**Norman made a motion to accept the budget for 2017 as presented, Peter seconded, all in favor.**

Norman then read through the following Unanticipated Funds received:

Grants: Police Department	\$3432.29
Emergency Management	\$10,965.39

Insurance Reimbursements:

EPLT for Rock wall damages	\$826.00
Primex for cruiser damages due to acorns	\$3728.59
Sale of Generator by bid	\$750.00
Misc.	\$365.01
Total for General fund	\$20,067.28

Recreation Fund Donation Received:

Festival	\$2665.00
Fireworks	\$2500.00
General Donation	\$8200.00
Summer Camp	\$1085.00
Total for Rec. Revolver	\$14,450.00

**Norman made a motion to accept the funds, Bob seconded, all in favor.**

Charlie LeBlanc, Fire Chief approached the board with a request for the board to approve the Fire Warden and Deputy Fire Wardens for the town. These are recorded at the state level and have a 3-year term each.

Peter asked about the chief's need for a new laptop and if the department would need all laptops to do their work. He asked if Lars would be doing the transfer of the information because he is familiar with the programs that the town uses. Charlie stated that Dennis does the departments computers. Peter asked if the old computer would be returned to the town as a town asset, and it was explained that they could use the computer for training purposes, if the computer has any value left. They would use them for the online EMT classes. Peter does not have an issue with the department using the old computers for training but if it is a town asset it needs to be turned into the town.

Peter asked where the other computers are that have been deemed not usable, and a new one bought. Charlie explained that they are used for training, and he has Dennis check them out to see if they are still usable.

Chief Sanders asked what they have for computers in the vehicles now. Charlie explained that they have a tablet for the ambulance and a computer for the forestry. Chief Sanders explained that he just did the grant for the computers for the vehicles and they paid for half of the equipment and was able to do all the vehicles for the price of one laptop. He stated that Charlie would have the same avenues as he did for getting needed equipment through the grant process. Charlie explained that they do have a Garmin for the mutual aid coverage.

Charlie explained that Denio is going through the Fire Fighter training one and two, and he presented a bill for the class for \$750.00.

Norman stated that he was approached asking why the pump truck was out pumping water. Charlie explained that it was a cold weather pump training that was done during the day. There are certain procedures that have to be followed. Charlie explained that it was sprayed in someone's backyard. The cistern on Hudson Drive was used for the drill.

**Bob made a motion to reappoint the 7 fire department members to the Warden positions, Norman seconded, all in favor.**

David reported that the trimming of the detention pond at the end of Trimble trail has been completed and there should be a bill coming in from Troy Olofson for the work performed.

Morton Salt was contacted today and he is expecting that to be delivered before the end of the year. It will be 180 tons @ \$58.00 per ton as well as \$400 to move the supplies into the building.

The Conservation Commission was given a plaque for the town to display highlighting the land donated to Meeting House Hill Town Forest. **Bob motioned to accept the plaque, Norman seconded all in favor.**

Kathy gave the board the appointment for Carol the new Deputy Town Clerk, who has just finished her Municipal Training. Dawn had emailed and asked Kathy to prepare the appointment for the meeting since Carol had just finished her Municipal Agent training successfully last week.

**Peter made a motion to appoint Carol Beers-Whitherell as Deputy Town Clerk, Bob seconded. All in favor.**

Holly spoke for the Recreation Committee and informed the board that the recreation committee has asked for Linda Blood to be appointed as a recreation member. **Bob made the motion to appoint, Linda Blood to the Recreation Committee, Peter seconded, all in favor.**

Holly further reported that the recreation department's next event is the father daughter dance and that ALNOBA has offered their building at no cost to the recreation department. There is a contract that will need to be signed so Holly was there to ask the boards thoughts on the contract and if they would sign it for the event. She explained that there might be a cost if the event is canceled, it would be for the cost of the personnel that prepared the building for the event. The funds would come out of the fees for the event. The board has no issues with the process being started and Holly will have the contract forwarded to Kathy for the board's approval. The board has also received a resignation from Kelsey Plourde, Director of the Summer Camp. The recreation department is working on transitioning this position.

Norman had witnessed a suspicious vehicle in the park the other day and noticed that they had trimmed greenery from the park trees that have the bluish berries. He would like to publicly state that those trees are there for the park. Please do not trim the trees for the berries.

Norman discussed the time capsule that will be placed in the elevator hallway downstairs in the town hall.

Holly stated that it is all ready and sealed within the protective coating. The board decided to have it on Saturday December 31, 2016 at 10:00am. They will do a proclamation that states it will be opened sometime around the Independence Celebration in 2076. There will be a small ceremony for anyone who is interested. Linda asked if there was a definite date that Kensington was founded, and should that be the date in 2076? The board will look into it and Kathy, Linda and Holly will work on the proclamation.

The shovel and picture is also ready for hanging and will be located in the hallway by the elevator.

#### Encumbered Funds:

Norman explained that there is not a lot of money available to be encumbered. He explained that there is a need to encumber the audio-visual equipment for this area.

Chief Sanders gave a detailed report on his budget and how he came to the numbers needed for the encumbrance.

He explained to the board that he is looking to replace to final two radios, they have multiple issues. He has enough in his budget this year to purchase one to replace the one that is worse and just shuts off intermittently. He did a full projection of expenses for the board showing that he has \$8806 left in his budget, and the cost of one radio is \$4471.66.

Charlie approached the board and explained that the Toyota is going to need to be re-lettered and different lights and radio for it to work for the Fire Department's use. He explained his quotes were done from pictures due to the fact that the police department is still using the vehicle. He has two quotes totaling \$3410.00.

Charlie explained that hopefully the Toyota will be running smoothly next year because he did not add in extra for its maintenance.

Charlie stated that he has around \$6,000 left in his budget, but has a few outstanding utility bills left for the end of the year.

The board discussed the budget and bills that are still outstanding.

Carlton sent in a quote for pruning the tree at the cemetery. The quote is \$2500.00. The board discussed that the money is encumbered by the cemetery but not always used, so questioned the need to encumber these funds.

Norman made a motion to **encumber \$4471.66** for the police department radio, Bob seconded, all in favor.

Norman made a motion to **encumber \$3410.00** for the fire department that will cover the signage, radio and lights for the Toyota, Bob seconded, all in favor.

The board discussed the encumbrance and what is in the cemetery budget for next year for tree maintenance. They discussed that where there is \$1,000 in the budget for next year the whole amount does not need to be encumbered.

Bob made a motion to **encumber \$1500.00** for the Cemetery for the tree pruning, Peter seconded. Norman opposed. Passed.

Norman explained that the town received a quote for Audio Visual for the main hall that will help with the sound issues in the hall as well as being able to hold training session within the hall. It would include a projection unit and screen as well as sound system. He asked the board their thoughts. Linda explained that it is very hard to hear what is going on in the meetings. Peter asked if there were available funds to encumber for the server, and it was explained that the money was added to the budget for next year, but there would not be money in the budget for the audio-visual system. Charlie asked if the server would be something that would qualify for a grant, it was explained that there are certain criteria and that would not fit within what the state has available.

The board stated that if they have the money then they would like to have the system. The company that gave the quote was Charest Audio Video.

Norman made a motion to **encumber \$21,319.00** for the audio-visual system for the town hall, Bob seconded. All in favor.

Peter asked if the audio visual is a higher priority than the server. Norman explained that the money is in the budget for next year so not a higher priority, they could both be done next year.

Current Use application- Tuthill's have submitted the revised information on the current use for their property on Map 13 Lot 18. The board would like to review the application before signing. Kathy will forward to the board.

Kathy explained that the Municipal Bond Bank refinanced the loan for an overall savings of \$25,812.00 over the remainder of the loan. It will start at the end of 2017 and effect that budget by \$626.00.

Comcast sent out the renewal notices for the cable television agreement. The board will review the documents provided.

Kathy provided the board with the school choice week asking the board to sign a proclamation declaring a week in January 2017. Kathy will forward the letter to the board with other information on it.

The deliberative session was discussed to see what date would be best. The dates to hold the deliberative session will be the February 4 through February 11<sup>th</sup> this year. Peter suggested contacting Dawn to see who sets the date and contacting the school to see if it would be available. He is expecting a large turnout, with the various articles that are proposed. January has the posting of the warrant and budget as well as the filing period. The board asked about the petitioned warrant articles and they are not due until January 10, 2017.

The board discussed the next meeting date and it will be January 2 and 16<sup>th</sup>, 2017.

Kathy asked the board for some vacation time to be used, the board agreed. The assessing office will be closed December 21, 2016 and the week of December 26<sup>th</sup>, 2016.

The town will be observing the holidays on December 26, 2016 and January 2, 2017, so town offices will be closed those two days.

The life insurance through Primex that would include all full-time employees. The board does not feel that would be the way the town would want to go at this time.

The insurance company also contacted Kathy to state that they are unsure if they are able to cover the culvert repair damage that the fire truck caused. They will be getting back to her.

The bills were discussed and signed.

Norman motioned to approve the meeting minutes from November 14, November 21, and December 6, 2016. Bob seconded, all in favor.

RSA 91-A:3,II (a) Norman motioned to go into nonpublic session at 8:17pm, seconded by Peter, all in favor.

Peter voted to return to public session at 8:32pm, seconded by Norman, all in favor. Peter made a motion to permanently seal the nonpublic minutes, seconded by Norman, all in favor.

Peter asked about the message board that was originally in front of the town hall, the board will store it at the salt shed in the container. Peter, Dennis and Chief Sanders will be going through the police department container on Wednesday and the container at the town hall will be removed on Wednesday December 21, 2016.

The board acknowledged the renewal of the building inspector coming up.

Norman motioned to adjourn at 8:36pm, Peter seconded, all in favor.

Next Meeting will be January 2, 2016 at 6:30pm at the Town Hall.

Respectfully Submitted,

Kathleen T Felch