

TOWN OF KENSINGTON
BOARD OF SELECTMEN MEETING
Kensington Town Hall
95 Amesbury Road
Kensington, NH 03833
MONDAY
DECEMBER 4, 2017
Meeting Agenda- Draft
6:30pm

In Attendance: Norman DeBoisbriand, Robert Wadleigh, Linda Blood

Others in Attendance: Pam Holland, Chief Sanders, Chief True, David Buxton

Norman motioned to open the public session at 6:29pm

CITIZEN'S FORUM – Linda Blood explained that Paul Flynn had recently passed and she would like to take a moment to remember him. She explained that he worked on the School Board for 29 years and did great work for the school and that he will be missed.

New Business: Charrette- Norman moved the Charrette up in the agenda. He proposed for the board to form a committee that will look at the power point and the final documentation. He continued that there are individuals that work for the town that would provide valuable input to the committee. He is proposing for the Selectmen to form a committee to examine the findings of the Charrette. He proposed to include the following departments and Representatives: Police Chief, Fire Chief, Road Manager, David Buxton, Library Trustee, Grange Trustee, Cemetery Trustee and a School Representative, John Valvanis and two ad hoc individuals that live within the district, as well as a selectman, Linda volunteered. All agreed that it would be good to have these representatives involved, Police and Fire Chief agreed to be members as well as David. This group will convene and choose a chairman and report back to the board.

Norman made a motion to form a Charrette group that would officially report to the Selectmen on Charrette items, Linda seconded, all in favor.

It was explained that there is a group that has worked on the Charrette so far and they will be informed that the board is forming an official group and they would like the citizen's group to stay in existence and if they want to provide this group any information, that will be taken into consideration. However, this Official Committee will be reporting to the Selectmen. All board members agreed. A letter will be sent to the group thanking them for starting the process and that they are welcome to have input going forward.

DEPARTMENT HEADS:

- Police Department –Chief Scott Sanders- he reviewed the budget and stated it looks to him that he will have a considerable amount left in his budget from this year due to the constraints he placed on it. He has asked for a quote for the final radio from Motorola and it is \$2663.00, he would like the boards approval to purchase the radio, because it will have to be purchased before the 27th of December.

Norman made a motion for Chief Sanders to purchase the Motorola radio to replace the current base station radio, Bob seconded, all in favor.

He explained to the board that all the radios are new with the replacement of the base radio this year. With this chunk left in his budget he asked the board to think about a possibility of putting in a garage next to the town hall, and possibly encumbering \$ 30,000.00 to use towards the building. Norman explained that there would have to be a pending invoice and the board will take the amount into consideration.

- Fire Department – Chief Jon True- Chief True explained that he apologized for not having Novembers calls totaled, it has been a busy week.

- He is adjusting mutual aid to include South Hampton
- Extractor for fire department gear will be coming soon.
- He has appointments scheduled with Comstar and Exeter Hospital
- He has been training on the apparatus and ambulance.
- Structural fire gear has been ordered for him
- Toyota will be transferred from the Police Department to the Fire Department.
- He is looking into an inexpensive paint job for the Toyota
- His list for encumbrances was given to the board for their review, he will obtain invoices

- Emergency Management - Chief Jon True- he explained that there was a drill on November 29th, that the town passed. He informed the board that there is still a need for a member of the Select board to be present. David will be attending, and Bob will be able to attend, but he had a work conflict at the time of the last drill. The next drill is coming up in February 7th, and he is still looking for people interested in helping out on the drills.

He also explained to the board about Web EOC can be used for any emergency, the board would be able to log into it from home to see what roads are closed. It is a two-hour training to learn the system.

- Road Manager – David Buxton-

- B&S did the major pot holes,
- culvert has been replaced on Moulton Ridge Road and will be paved soon.
- Morton Salt will be delivering the 7 truck loads of salt
- R&D will grind and grade, but will not be able to do the paving this year. They will be able to put the project first on their spring schedule. He asked the board to encumber the warrant article to spend in the spring. Bob agrees with putting the pavement until spring, it is too late in the season.
- He is unsure how to handle the Lambert Subdivision, and where there was an agreement he is unsure where to go from here. David will ask Pandolini to submit an invoice before the end of the year. The board is looking into this.
- Matrix will be putting out the barrels with the ice melt in them.
- The plowing company will keep track of the plowing and submit to David so that there is a better tracking of costs associated with the plowing of the school.

Fire Ponds-Dave is hoping to have a couple of quotes before the next meeting. He explained that the town is limited with what they can do with the fire ponds and vegetation. Jon will get the design documents, and state fire code to David. Norman asked if there could be an evaluation of the ponds in town and priority list created for the board. David will get the board a quote on what the paved apron

will be on the fire pond by the Town Hall for after the pond is cleaned. The board is hoping to do a pond or multiple ponds each year, then to establish a maintenance schedule. David believes that the warrant should be reworded to include cisterns. The board will look into that rewording.

- Tax Collector- Carlene Wiggin-taxes are due Monday December 11, 2017
- Town Clerk – Dawn Frost- not in attendance
- Recreation Department- not in attendance
- Conservation Commission – Kathy reported that the Conservation Commission voted earlier in the year and are looking for the funds to be released. The RSA states that they are able to request the funds be released after a public hearing, which they have already had. She is working with the Treasurer to pay out the funds.
- Sawyer Kensington Trust- blew out the main bathrooms water on Friday December 1, 2017 and the park is now closed. Kathy reported to the board that there was a request for the bathrooms to be closed at dusk. Chief Sanders explained that the police department would like this as well. The bathrooms will be locked at dusk next year after the spring softball and baseball season is over.

Mowing Bid-Norman explained that the bid for the park mowing is up this year and there needs to be a new one prepared. He has prepared a document for a request for proposal to interested parties, which includes a bid sheet and specification for the park. He would like to propose to be able to issue it on the website to start actively getting bids for the mowing contract. He will rework the dates and forward to the board and establish a date for final submission. **Bob motioned for Norman to prepare the bid sheet and change the dates on what he has designed so far, Linda seconded, all in favor.** As well as Norman getting the quotes mailed out to individuals in the area.

Since July the board has gone to the trust and asked them for information, and there needs to be a renegotiation of the Agreement. There has been no report back from the trust on what they are looking for in a new agreement. He would consider the termination of the agreement would be the end of this year or in May of 2018. What does that mean? The Trust can still give financial assistance to the park, this only terminates their input in what happens over at the park, such as establishing fees for the rental and maintenance. The board is hoping that the assistance will continue.

They are hoping to have a contractor picked by end of January beginning of February for the park mowing.

Mowing of Town Properties-Norman would like to contact the Cemetery trustees for them to go out with a proposal for mowing the Cemetery and all town properties mowed similar to the current proposal for the park. There is a new mower needed, so the board is looking at other options. This bid will include the fall clean-up of the cemetery and the town properties. The properties would include the parking lot across the street, the two cemeteries, Grange, Library and the Brick School House.

- Treasurer- Accounts have been opened for the Tannery Way subdivision and the easements have been recorded at the registry. Norman has asked that the transfers be made from the town accounts to the PDIP's to reflect the current balances. He wants the balances to reflect the actual balances due to the need of requesting funds for the Fire Department and the Conservation Commission.

- Other Department Heads- Cemetery- Fall clean-up bill was received today for \$3500 and in the past few years the bill has gone up around \$1500. The board is concerned with the amount of the bill for the clean-up, the board will tell the cemetery trustees that next year they will need to go out to bid for the clean-up. The board is concerned with the amount and having to explain to tax payers why the Cemetery Trustees pay that amount for the fall clean-up.

NEW BUSINESS:

Conservation Member Appointment- The board reviewed the appointment and conversed with Ms. Holland. **Norman made a recommendation to appoint Pam Holland to the Conservation Commission, Bob seconded, all in favor.** The board welcomed her and suggested with all of her credentials she would be a great asset to the Planning Board. She stated that she would consider attending those meetings in the future.

Encumbrance needs- Kathy explained that the next meeting will be for the anticipated funds, and encumbrance needs, the board will reach out to the retired Salmon Falls Architect to see if he is interested in doing the design for the garage. Bob asked where the police department is looking to put the garage, and it was explained that the department is looking to put it beside the Town Hall.

Selectmen's Warrant Article suggestions- Fire Truck, Fire Ponds-rewording, Road Reconstruction, Potentially Garage for Police Department, and Crosswalk for Town Hall. The board is going to contact Bruce to see what the one cost in front of the Farm, and reported that the design is the same.

Dates for Public hearings on Budget and Warrant Articles- the board will hold the Encumbrance, Unanticipated funds and Budget on December 26, 2017, with a seconded date for the Budget on January 8, 2018. The Warrant Article Public Hearing will be determined later.

The next meetings of the board will be Tuesday, December 26, 2017 @ 6:00pm, and Monday January 8, 2018 @ 6:00pm.

Kathy explained that the last day to turn in the petitioned warrant articles is January 9, 2018, so the meetings should be after that date, and she will check with the planning board to see if they have any articles that they are proposing in 2018.

Recycling- The board is looking into other recycling alternatives. The plant that the town was taking the recycling to closed without notice and now the board is having to decide what to do town wide about recycling. The board will be looking into other sources and will hopefully have an answer by the next meeting in late December. There was some discussion on a transfer station for the recycling, and also looking into going to just paper and cardboard, due to the huge increase in the cost to dispose of the recycling material. Either way there will be an increase of cost to the town, cardboard and paper will cost \$50 per ton where the town has been paying \$26 per ton for single stream. Single stream is not even accepted after a month at the current location, and they would be charging the town \$100 per ton for single stream. In order for the town to comply with Waste Management's recycling there would have to be a huge education to the town or the costs would be close to \$65 per ton plus transportation, which is close to what we pay for the trash. The board takes this issue seriously and are working on a solution that will be the most cost effective for the town.

OTHER BUSINESS:

• Assessing Office – Kathleen Felch-

- Investment Policy 2017- Norman made a motion to approve the investment policy. Bob seconded, all in favor.
- Kuegel Pit- Bob met with Christian to review the status of the pit. The board will seek legal advice to determine next step based on the review from Christian Smith.
- KIC Liquor License request- the board would like to wait until the state asks for the boards input.
- Ratio-hold- further information wanted from assessing company, they will be asked to attend a meeting.
- Primex Cap- Norman made motion to approve the Primex Cap program for the Property Liability, Bob seconded, all in favor.
- Report of unlicensed dogs, submitted by Juli Noyes, Animal Control Officer. The board will review the information.
- Assessing Company Research- Kathy reported that some companies were called and have not reported back to them. The one company that has returned information to the board will still use Avitar for the assessing portion, but have their own software. Kathy got a list of approved companies from the state to do the revaluations within the towns, and sent out emails and has not received any responses yet.
- Bills and Mail- Board reviewed the bills and signed all copies, monthly bills processed as well.

• Non Public Session- RSA91A:3, II (a,b,c,d,e,i)

Norman made motion to go into nonpublic at 8:11pm, Bob seconded, all in favor.

Norman made a motion to leave non-public session at 9:14pm, Bob seconded, all in favor.

Norman made a motion to seal permanently the non-public session, Bob seconded, all in favor.

Norman made a motion to leave public session at 9:15pm, Bob seconded, all in favor.

- Next Meeting Date –December 26, 2017 @ 6:00pm Budget, Unanticipated funds and Encumbrances.

Respectfully Submitted,

Kathleen T Felch