

TOWN OF KENSINGTON
BOARD OF SELECTMEN MEETING
Kensington Town Hall
95 Amesbury Road
Kensington, NH 03833
MONDAY
JUNE 26, 2023
Meeting Minutes- Draft
6:30PM

In Attendance- Joseph Pace, Robert Solomon, Robert Gustafson

DEPARTMENT HEADS:

- Police Department –Chief Scott Cain –
 - 3 cruisers are leased and 2 are getting outfitted at this time.
 - There is one more Cruiser order that has not been received yet.
- Fire Department – Chief Jon True –
 - The Engine 3 was refurbished and the cost is more than anticipated due to issues with the ac unit. The total cost is \$184, 569.82 and the original amount expected was \$168,554.00. There is a \$16,000 difference and the funds will be taken from the Fire and Emergency Services Capital Reserve Fund. There was an air conditioning issue that was \$12,000 of this overage. This was the only bid that the town had received.
Tested and one minor issue and is pumping great at this time. There are battery-operated tools included with the refurbishing of the engine, and there are spare batteries.
B. Gustafson made a motion to approve the new total of \$184,569.82 to include the overage to come from the Fire and Emergency Services Capital Reserve Fund, Seconded by B. Solomon, all in favor.
 - The mule has arrived. This is a Kawasaki gas-powered UTV with seating for six without the medical bed and four with. It will be labeled RESCUE 4. There is also a new enclosed trailer that will house the unit. We are starting to outfit the unit with lettering, radios, lights, and other equipment as well as creating guidelines and training for its use. Although a small amount was paid out of the budget, over \$36,000 came from the NH Locality Equipment Grant, and a donation of the med bed is forthcoming.
- Emergency Management - Chief Jon True –
 - As you can guess, it's summer storm season. Be aware of lightning, (if it roars, go indoors) and hurricane season is starting early, with two named storms already in the Atlantic.
 - We applied for three grants under the Hazardous Mitigation Grant Program (HMGP):
 - Moulton Ridge Flooding fix-\$15,000 to deal with beaver dam/culvert issue- we have been referred to the "Building Resilient Infrastructure and Communities" program, so I will apply through there next. There will need to be a scoping of the project done for this grant application.
 - Generator-\$24,000- the church has met the qualifications for a cooling/warming/charging shelter/center, so I applied for a generator to complete the

needs study. We were referred to Emergency Management Grant Program (EMPG), so I will apply there.

- Communications repeater/comms system-\$42,000- this is a comms project to enhance communications for FD channels, PD channels, and create a town channel for DPW, park, and emergency use. It was referred to “BRIC” and has been placed on their list.
- We continue to update the LEOP and REP plan and continue to work to create the COOP plan. B. Gustafson asked when the department heads will need to be involved, and that is now. There is an internet-based phone that will be looked into. Cybersecurity is now part of the plan. UNH and Manchester are two possible options for a continuation of services for the town.
- Road Manager – Matthew Armstrong-
 - Patched potholes in the Kensington Farms development.
 - Cleaned up an illegal dumping site on Kimball Road.
 - Fixed a shoulder washout on Cottage Road and patched several potholes on Cottage Road
 - Scheduled the French’s Lane work, just waiting for the weather to cooperate.
 - J. Pace is there a tighter time frame for the culvert replacement, and there is not currently.
 - J. Pace reported that the E. Kingston select board member reached out to him and asked if the board wanted to participate in a letter being sent to the state on the roadway around the Golf Course. J. True explained that they have moved it about 10 feet from the previous location. If they could do a guardrail that would be great in the area to keep cars from going onto the golf course. It would be worth it to have the state come out and review that section of Route 107. The board agreed that J. Pace should reach out to the representative from East Kingston.
 - Old Home days will be on the 19th of August.

NEW BUSINESS:

- Current Use Release- Land Use Change Tax for Map 7 Lot 12 89 Stumpfield Road
 - The release is being issued now because the land has been sold and the ownership of the remaining land is different.
B. Gustafson made a motion to accept the land use change for 89 Stumpfield Road, B. Solomon seconded, all in favor.
- Chief Cain has a tuition reimbursement program form that was prepared by legal for the town.
 - **The funding was approved by the town in March of 2023.**
 - **B. Gustafson made a motion to approve the tuition reimbursement applications for the Kensington Police Department. B. Solomon seconded all in favor.**
- Video Recording of Meetings and posting
 - B. Solomon stated that there is no policy for the posting of videos and recordings of meetings. The board can move ahead with that once there is a policy in place.
 - The board would like to hold off on this practice until a policy is created regarding how to post them and how long to keep them online.
 - Recording the meetings for greater access to the board meetings. What type of investment do we need to make in the equipment? The board of selectmen would be the pilot program board and wants to be a little more energetic in exploring the taping of the board meetings.

- J. True will get the board some options to go through and reach out to his contacts and will have something ready for the board to review by Labor Day

Town Administrator:

Kathleen Felch-

- Solar Tax Exemptions-
 - B. Gustafson made a motion to approve the solar exemption for Map 9 Lot 1 for the J & H Revocable Trust, B. Solomon seconded all in favor.
 - B. Gustafson made a motion to approve the solar exemption for Map 7 Lot 9- Peter for the sum of \$12,000, B. Solomon seconded, all in favor.
 - B. Gustafson made a motion to approve the solar exemption for Map 3 Lot 54-3 for \$13,800, B. Solomon seconded, all in favor.
 - B. Gustafson made a motion to approve the solar exemption for Map 11 Lot 42-1 in the amount of \$20,400, B. Solomon seconded all in favor.
- Veterans Credit-
 - B. Gustafson made a motion to approve the veteran's credit for Map 8 Lot 47, seconded by B. Solomon, all in favor.
- Representation letter for the auditors, the board reviewed the letter.
 - B. Gustafson made a motion for Chairman Pace to sign the Representation Letter on behalf of the board, and B. Solomon seconded all in favor.
- The management and discussion and analysis was approved by the board for K. Felch to forward to the auditors.
- The board reviewed the fund's request form to have the funds released from the Revaluation Fund to pay for the Revaluation that is being performed this fiscal year. The board signed off on the request for the Trustees of the Trust Fund to release the funds to the town from the Revaluation Fund. The Trustees hold all of the town's Capital Reserve Funds and the funds that the board is authorized to expend the funds from this form will be used. The board signed the form to release the funds in the amount of \$25,200 from the Revaluation Fund.
- The Town Clerk had her DMV audit recently and the report that she got back said that she is in compliance with the DMV statutes and it was a perfect audit, the board was glad to have another good report about the Town Clerk Sarah Wiggin.
- The Perambulations were discussed. The board would like K. Felch to get a quote on what the cost would be to have the town boundaries surveyed and reach out to the bordering towns with the quote to see if they are interested in splitting the costs of this. The board will read through the reports and wait to sign until the other towns have reviewed them and given feedback. B. Solomon would like to add more information to the E. Kingston perambulation that further identifies the area to find Skunk Road.

Chief Cain brought up the fact that the boundaries need to be identified for emergency services so that when calls come in there is an accurate designation of property lines. The emergency personnel need to know where the primary responsibility lies.

Next Meeting Date –

- **July 10, 2023 and July 24, 2023**
- **Up to staff to use personal days if needed for Monday the 3rd of July.**
- **Town offices closed Tuesday, July 4, 2023**

Approval of Board Minutes June 5, 2023, & June 12, 2023

Motion: B. Solomon made a motion to approve the minutes on June 12, 2023, B. Gustafson seconded, all in favor.

Motion: B. Solomon made a motion to approve the minutes on June 5, 2023, J. Pace seconded, B. Gustafson abstained.

- **B. Gustafson made a motion to go into non-public for 91 A (d,l), B. Solomon seconded at 7:54 pm, all in favor.**

- **Roll Call vote** to enter nonpublic session:

Joe Pace x__

Bob Solomon _x__

Robert Gustafson _x__

- **B. Gustafson made a motion to exit nonpublic for 91 A (b,l), B. Solomon seconded at 8:21 pm all in favor.**

- **Roll Call vote** to enter nonpublic session:

Joe Pace x__

Bob Solomon _x__

Robert Gustafson _x__

Bills and payroll were signed.

B. Gustafson made a motion to adjourn at 8:29 pm, seconded by B. Solomon, all in favor.

Respectfully submitted,

Kathleen T Felch