

**TOWN OF KENSINGTON  
BOARD OF SELECTMEN  
MEETING MINUTES**

**April 10, 2015**

***Draft Minutes-Subject to Change Prior to Acceptance***

**In attendance:** Norman DeBoisbriand, Bob Wadleigh and Peter Merrill were in attendance. Norman called the meeting to order at 9:03am.

***NEW BUSINESS:***

**Vendor Payments-** Peter has been speaking with Down to Earth Landscapes and met on Tuesday and explained they didn't see a contract, just an invoice and wanted more clarification since an invoice is usually services rendered. He told him he's always done it this way and there is a contract and the terms were he'd give 10% discount to bid if we did three payments through the year. He requested a copy of the contract from Harold. Yesterday original contract period 2009-2011 was only formal contract, 2012-2014 was only renewal and 3<sup>rd</sup> contract period no new contract with trust or board. In 2013 Lynne held until spoke to Board for same reason. His point is original contract was 3 payments. He would like to propose a contract be established. Peter agrees with proceeding with that. Trash collection submits an every month for services rendered so doesn't know why he was treated different, so other vendors could come back to us and put a tremendous strain on the finances. What if something happened to the vendor and we'd be out the funds. Peter would like him to attend the next meeting for a discussion. Bob said if 3 payments are easier, Bob said then do June, August, October and the other board agreed since it would be for services rendered and not up front. Peter said or could be monthly. The 10% discount is reliant on local knowledge and it isn't written on the bid. Peter said it should have stipulated it follows renewal of original contract which is his difficulty with it. Norman said running a business and personalities shouldn't get involved. There isn't a contract, only assumptions made, and they are new to the Board. He's protecting the towns interest from other vendors so they aren't treating one vendor different. Bob Gustafson said it's a standard business practice the Board is creating. Request him to come to next meeting.

**IT Solution-** The vendor was unable to attend so it wasn't discussed.

**Boundary Maintenance-** Robert Gustafson reported the conservation commission reviewed the plan. Kensington has a very small piece of the acreage in this project. The drainage doesn't look like it would impact the aquifer or anything. Don't move the boundary marker. Peter said it could've already taken place and we can't establish. He did the boundary walk with East Kingston and Russell Perry for the perambulation so he has coordinates for the marker so it can be confirmed. Peter said should seek them to request it's there or have their engineer to certify the position of the marker and check against our records. Bob said they are only doing pasture. Peter said it is very close to where the Kimball pit was located. Want permission to do periodic site walk at different intervals Bob suggested. Lynne made Exeter aware and they are looking into it.

**Administrative Assistant:**

- **Library Parking** – The school board responded the Principal will discuss with the Librarian and advise their recommendation at their May meeting.
- **Alteration of Terrain Permit**-Lynne forwarded the documentation to Exeter and they are now looking into this issue.
- **Park Opening Signage-** Chief didn't think any amendment needs to be made since it only affects sports groups and not individuals using the playground.
- **Historical Society Grant-** The Board reviewed the documentation and
- **Fire Department Electrical Permit**-The fire department submitted an electrical permit. Lynne asked the Board if we should waive the fee.

**Non Public Session RSA91A:3,II(a,b&c):** Norman made a motion to enter non-public session at 9:35am, seconded by Peter with all in favor. One employee, one hiring and one tax issue were discussed. Norman made a motion to leave non-public session and seal the minutes at 10:30am, seconded by Bob with both in favor.

Norman made a motion to return to a Nonpublic session at 10:30am; seconded by Bob all in favor. One employee issue was discussed. Norman made a motion to seal the minutes and return to public session at 10:45; seconded by Peter, all in favor.

**Next Meeting Date-**

April 20, 2015 at 7:00pm at the Kensington Elementary School Library.

**Norman made a motion to adjourn at 10:45am; seconded by Bob, with all in favor.**

Respectfully submitted,

Lynne Bonitatibus  
Administrative Assistant