

**TOWN OF KENSINGTON
BOARD OF SELECTMEN
MEETING MINUTES
November 2, 1015
DRAFT**

In attendance: Peter Merrill, Robert Wadleigh. Peter opened the public meeting at 7:00pm.

CITIZEN'S FORUM

DEPARTMENT HEADS

Building Inspector-Norman Giroux

Norman presented three building permits to the Board for approval. The requests follow:

52 Moulton Ridge Road- requested approval for solar roof panels. Norman told the Selectmen that a new roof would be required to support the weight of the panels. The Board looked over the blue prints that Norman offered. Norman noted that he was not sure how many inspections would be necessary and he was uncertain of the fee structure that will be set by the new electrical inspector. Peter made a motion to approve the permit contingent upon the fee schedule of the new electrical inspector. Bob seconded and all were in favor.

25/27 Muddy Pond Road- requested approval for a permit to build a 46' x 36' New England style barn with a storage loft. Norman noted the plan met setback ordinances. The structure will sit at 27 Muddy Pond Road. Peter motioned to approve the permit. Bob seconded and all were in favor.

23 Osgood Road- requested approval for a new 24' x 24" garage structure with a ground level deck. The structure will not have above head storage or electricity at this time. Peter made a motion to approve after reviewing the plans. Bob seconded and all were in favor.

Norman told the Selectmen that a permit had been approved at the prior meeting for a 36' x 70' barn to be relocated onto the property of the Pinnacle Leadership Center. Norman Giroux reminded the Board that he was not in attendance when the permit was approved. Norman noted that the barn has a loft area and he felt the fee assessed and approved when he was away was not accurate because the loft area was not taken into consideration. He proposed an additional fee of \$168.00. Bruce Cilley was in attendance to question the additional fee. Bruce asked why additional fees would be added to something that is not recognized as taxable. Norman Giroux noted the loft was usable space and should have the additional fee. Peter noted the original approval occurred when Norman DeBoisbriand was in attendance and the discussion should continue when Norman D. returns at the next meeting. All parties agreed to continue the discussion at a later date.

Norman Giroux informed the Board that Mr. David Story of Maplevale Builders did not adhere to the October 15th date set to complete black topping at the Rangeley Road site. Mr. Giroux told the Board that he informed Mr. Story that he will not conduct any further inspections until he becomes compliant with the blacktop project. David Buxton noted that he has had contact with the paving company so they know the expectation of the town. Norman Giroux noted that Mr. Story has a new deadline of November 7th to comply. Norman and the Board discussed asking David Story to seize all work at Rangeley Road if he does not meet the November 7 deadline.

Norman told the Selectmen that 11 soft letters went out to residents that appeared to be working outside a building permit (upgrades totaling \$2000.00 or more). The letter asked residents to file de facto permits with the town and paying a \$50.00 fee. Mr. Giroux told the Selectmen that he received 5 calls regarding the letters with only one resident asking what the building inspector would do if he did not comply with the request to get a permit. Mr. Giroux presented one permit after that fact from the resident at 5 Hobbs Road for shingle replacement on the roof. The permit was presented because of the resident receiving a letter. Peter made a motion to approve the permit, Bob seconded and both agreed.

Resident John Cardoni attended the meeting to address the Board regarding the soft letter he received. Mr. Cardoni explained that he had replaced siding and did not think he needed a permit to do so. Mr. Cardoni believed his project to be one of repair and maintenance to his home. Mr. Cardoni asked the Board of their interpretation of the code/ordinance. Peter noted that the Board is in the process of reviewing in order to properly set a fee schedule with the building inspector. There was a lengthy discussion between the Board, Mr. Giroux, Mr. Cardoni and Bruce Cilley also offered his thoughts to the discussion. There was some disagreement with current code and ordinances of the town and the reasoning behind the building inspector sending letters out. The residents at the meeting felt the letters went out prematurely without enough regard to current building ordinances. There was frustration voiced from all parties. Peter noted the letters were part of

generating change to the current fee schedule regarding building permits. Peter also noted this is all a work in progress and the letters did not go out to tell residents they had done something illegal. The letters were meant to prompt residents to call the town to see if they needed permits for work done at their property or not. Mr. Cardoni told the Board he felt, after receiving his letter, that he had done something wrong. He did not feel that he needed a permit for the replacement siding on his house. He noted he did not intend to seek a de facto permit. All parties agreed that there is a lot open to interpretation by residents regarding the language in the building ordinance. Bruce noted the definitions in the ordinance should have been clearly defined before letters went out to residents, and residents should have had time to become versed with any ordinance changes. Again, all parties agreed that it would be a discussion that will continue to seek resolution. Mr. Giroux will continue to work with the Board to update current practices in town to become more in line with other towns in the state with regard to building permits. Peter noted the Board only hopes to seek a level of protection for the homeowner.

Police Department- Chief Scott Sanders

Chief Sanders informed the Board that he had a successful trip to Chicago. He was able to find a vendor for the in-car and body cameras which he hopes to outfit his department with. He found a system which works in conjunction with each other and downloads all information in a secure manner. He informed the Board he is very excited about this prospect. He also informed the Selectmen that he has noted significant savings since his department has been using the fleet cards for gasoline. He told the Board that he had a savings of over \$300.00 in one month.

Fire Department- Chief Charles Le Blanc

Chief LeBlanc told the Selectmen that he has a budget surplus. He often has members that do follow through after the application process. He has money in his training line and equipment line as a result. He would like to work with Kathleen to purchase Air Pacs with the surplus. He thinks he will be able to use the money because he has a bottom line budget rather than a line item budget. Peter noted that it can be discussed but he would like Norman DeBoisbriand to be part of the discussion and decision. They will continue at the next meeting.

Chief LeBlanc told the Board that he had a diver in the fire ponds. He pays \$75.00 per pond to have a diver clean them out. Peter asked Chief LeBlanc who maintains the pond in the neighborhood across from the town store (Hoosac Road) as he has heard some complaints about it. Chief LeBlanc noted that particular pond does not have a very effective supporting water table. It is good during the rainy season. Linda Blood asked Chief LeBlanc what constitutes a fire pond. Chief LeBlanc told her it needs to have 266,000 gallons of water and be accessible all year.

Road Manager- David Buxton

David told the Selectmen the aprons are complete on Drinkwater Road and he is expecting the shoulders to be completed on Saturday, November 7th. David noted that the sand and salt deliveries have been occurring. He expects blending to be complete on Wednesday, November 4th. He informed the Board that the second phase of roadside mowing has begun. The Board told David they have two bids for the West School Road culvert project. They asked David to compare the scope of work outlined in each bid. David noted the bids were the same in their scope of work and they were each competitive. David asked to award the bid to the lower priced bidder. Bob made a motion to award the bid to Matrix. Peter seconded and both agreed. The Matrix bid price was \$882.00. Bob and David will meet with Matrix on Sunday morning regarding snow removal and shoveling.

Emergency Management- Robert Gustafson

Bob told the Selectmen that the FEMA reimbursement of \$19,613.38 has been paid to the town. Bob thanked Kathleen for her help keeping up with paperwork.

The LEOP paperwork is complete. It outlines a plan in case of an emergency, regarding the opening of the Emergency Management Center. Bob reminds the Board it was created in conjunction with town fire and police departments. Bob noted that on November 18, there will be a full scale emergency practice drill.

Tax Collector- Carlene Wiggin- nothing to report.

Town Clerk- Dawn Frost- not in attendance

Recreation Department- no members in attendance.

Kathleen Felch noted that Terrie Steeves asked that the woman's bathroom at the park be fixed before closing. Peter asked for clarification regarding the closure of the bathrooms at the park. Peter asked Kathleen to post on the website that the bathrooms will be closing on November 15.

Conservation Committee- Sydnee Goddard- not in attendance.

Sawyer Kensington Trust- Nothing to report.

Building Committee Update-

Peter reminded everyone about the special election to take place on November 3 in the Multi-purpose room at KES.

NEW BUSINESS

The Board informed the meeting of their conference call with NH State Fish & Game regarding the spotted turtles and the impact they have on the completion of the reclamation of Mr. Kuegel's pit. Peter said the purpose of the call was to find out what area of the pit needs to be respected with regard to the spotted turtle. The Selectmen had a map denoting the spotted turtle nesting ground, which they will overlay on the plot map of Mr. Kuegel's pit in order to determine the area of the pit that can be further reclaimed. They intend to ask council about how to proceed in getting further reclamation by Mr. Kuegel. This discussion will continue.

Kathleen told the Selectmen she filled out the property insurance application. The Selectmen will wait to discuss worker compensation liability until Norman returns.

The Budget Advisory Committee will meet on Thursday, November 19 at 6:30pm in the KES library. The Selectmen will attend the department heads, Mike Schwotzer and Bob Knowles will also attend. Kathleen will call Fred Feldman to ask him to be part of the committee as well.

Kathleen told the Board she is getting estimates to have the town annual report book printed. Peter suggested that the book have some changes. Kathleen agreed that the annual report does not have to be as big as it has been in the past. They will continue to discuss ways to save on the printing of the annual report. Kathleen will find out what must be in the report and whether any parts can be excluded in order to make the book smaller.

Kathleen presented the Selectmen with the appointment for the new electrical inspector, which needed to be signed. Robert Fee's appointment was approved at a previous meeting. Peter and Bob signed the appointment.

Kathleen presented a permit for the Cycle the Seacoast bike race to be held on May 1, 2016. Peter motioned to approve the permit as presented by Kathleen. Bob seconded and all agreed. The race proceeds will benefit the American Lung Association.

Kathleen informed the Board that x-finity installation fees will be increasing by 5% across the board.

Kathleen presented a flyer with information about electronic recycling. The Board would like to further investigate offering a day for electronic recycling.

Kathleen shared a thank you letter from The Richie McFarland Center for the \$1500.00 donation made last march.

Kathleen shared the volunteer manual for potential volunteer workers if the Town Hall warrant passes the vote on November 3. The manual outlines risk management. The town will need to obtain the scope of work that volunteers will offer.

The Board discussed having the state building inspector do the inspections for work on the town hall. They also noted that Norman Giroux needs to investigate insurance to be a job clerk for town hall work. Peter and Bob also discussed obtaining a building permit for potential work at the town hall. This discussion will continue after the special election.

Kathleen presented bills for signatures.

Peter made a motion to leave public session and enter into non-public session at 9:13pm. Bob seconded and both agreed. The Board entered non-public session RSA91 A:3, II (e). Two issues of a legal matter were discussed.

Peter motioned to leave the public meeting at 9:47pm. Bob seconded and both agreed.

Peter adjourned the meeting at 9:48pm. The next meeting will take place on November 17 at 7:00pm in the KES library.

Respectfully Submitted,

Michelle Aiken