

**TOWN OF KENSINGTON  
BOARD OF SELECTMEN  
Meeting Minutes  
February 15, 2016  
7:00 pm –Kensington Elementary School Library**

**Norman made a motion to open the public meeting at 7:00pm. Peter seconded and all were in favor.**

***Citizen's Forum***

Kathleen informed the Board that Chad Roberge was in attendance. Chad works for Avitar, which is the accessing company used by the town. Chad was asked a question regarding abatements for campers. Chad informed the Board if a camper is registered by April 1<sup>st</sup> of any year it is eligible for an abatement. He informed the Selectmen that it does not matter the condition of the camper. It can appear to be a permanent structure, for example without wheels, and it will be eligible for abatement. The registration is the necessary piece. This is only true for campers in campgrounds, however. Chad also noted that Avitar would assess items such as porches, sheds and decks etc. that are associated with a camper.

Chad was asked by Peter about a letter from Avitar stating that they would be assessing and abating solar panels going forward. Peter asked why Avitar would go through the process of recording the value and then abating. Chad noted this was a new procedure for Avitar and in a town such as Kensington the solar panels would be the added value and they would be looking at new construction not necessarily arrays added to existing homes. Chad noted there is little historical knowledge as there is not enough in the market place yet. While moving forward Avitar will be able to assess value based on the added value solar panels may add to a home. He also noted there would be no tax effect upon individuals.

***Department Heads***

**Police Department- Chief Scott Sanders** reported:

They brought the police cruiser to Foss Motors last week because it had no heat. The vehicle is still under warranty. It was determined that a mouse had chewed the wires. The PD was only charged for the labor for the repair. Chief Sanders has set some “mouse houses” around the area of the cruiser to deter any further damage. Peter suggested moth balls. Another suggestion is lavender dryer sheets to deter mice.

**Fire Department- Chief Charles LeBlanc** reported:

He has all of his Air Pacs in. He is waiting on 4 masks to come in. Bob asked if he has all of the required Air Pacs and Charlie noted the department is now in compliance with regard to the Air Pacs.

**Building Inspector- Norman Giroux** reported:

He had two building permits for approval. The first one presented was continued from a previous meeting. The permit was presented for 239 South Road. Norman started to remind the Board of the specifics of the permit. Norman DeBoisbriand soon asked Norman Giroux to discontinue his presentation of the permit. Norman DeBoisbriand then informed the attendees of the meeting that based on a previous question raised by Harold Bragg regarding the jurisdiction of the building permits; the Board has read the ordinance and has concluded that the wording of the ordinance does not indicate who has jurisdiction over the approval of building permits. The Board has determined that until jurisdiction can be definitively determined, that the Planning Board and the Building Inspector will now oversee and approve building permits. The Board of Selectmen will oversee the enforcement of building codes. During a discussion that followed the Board agreed that it is unclear *when* the BOS started to approve building permits as presented by the Building Inspector. David Buxton offered some insight by noting that the Planning Board generally meets once a month, while the BOS meet twice monthly. He noted a building permit could be slowed down significantly if a piece is missing or there is question about the permit when the governing board only meets monthly. All agreed with Mr. Buxton. Norman DeBoisbriand informed the attendees that the Board could spend a lot of money to seek the opinion of town counsel but would rather allow the Planning Board to change the permit process. Linda Blood noted that could take up to a year based on the timing of the town election/voting. The Board informed Mr. Giroux that for now and the foreseeable future he has authority to approve and sign his own building permits. He told the Board that other towns operate in a similar manner. The Board thanked Mr. Giroux for coming and informed him of the time of the Planning Board meeting. Mr. Giroux once again clarified that he will now sign and approve any building permits and no longer present them to the BOS. Norman DeBoisbriand answered in the affirmative. Chief Sanders suggested a work session in the near future to ensure all parties understand the “new” procedure. All agreed that would be helpful. No meeting time was set. Mr. Giroux told the BOS that prior commitment but would try to attend the Planning Board meeting set for Tuesday, February 16 at 7:30pm.

**Road Manager- David Buxton** reported:

There are several small dead trees around town that he would like to remove. He also told the Board that on Drinkwater Road near the Unitil driveway the aggregate is beginning to breakdown. He told the board that the weight of the trucks as they turn into and out of the driveway has had an impact on the newly resurfaced road. He was in touch with Bell and Flynn, who did the resurfacing of that section of Drinkwater Road during the summer of 2015 and they have offered to cut that section out and replace it so it will hold up under the weight of the trucks at the driveway entrance to Unitil. David is satisfied with the response. Finally he told the Board that the state will be spraying the Japanese Knotweed in the spring.

**Emergency Management- Robert Gustafson** reported:

Emergency Management had a second practice drill for Seabrook on February 10<sup>th</sup>. He told the Board he was pleased with the drill and the final drill will take place in April. He told the board he will be on vacation and he will be attending the conference in Monterey, California. He had previously informed the Board of the conference at a prior meeting.

**Tax Assessor- Carlene Wiggin** reported:

Carlene presented once again the abatement for a camper at site 113 at Green Gate Campground. The Board agreed to sign the abatement based on the information presented earlier in the meeting by Chad Roberge from Avitar. **Norman made a motion to approve the abatement. Bob seconded and all agreed.**

The following department heads were not in attendance this evening:

**Town Clerk- Dawn Frost**

**Recreation Department- no members**

**Conservation Commission- no members**

**Sawyer Kensington Trust- no members**

At this point in the meeting, Brian Kent asked to speak on behalf of Kyle Kuzirian: the owner of The Wild Willow Tavern.

**Norman made a motion to go back into Citizen's Forum at 7:40pm. Bob seconded and all agreed.**

Mr. Kent attended the meeting to speak about the outside seating being requested by The Wild Willow Tavern. Peter asked Mr. Kent if he thought outside seating would be an expansion of use. He asked Mr. Kent if he knew if outside seating has been on the original building permit. Mr. Kent was uncertain of the answers to these questions. Mr. Kent told the Board that the state required the BOS to sign off on outside seating. A discussion ensued between the Board, Mr. Kent and some of the Department Heads. It was the consensus of the parties that an assembly permit may have been originally issued before a series of other events occurred. The Board noted a final inspection never occurred. Chief Sanders explained to Mr. Kent that there is a process to petition for an extension of service. Chief Sanders listed several items that need to be brought before the state. Mr. Kent did not seem to know about the process that should have taken place. Peter also told Mr. Kent that in order to change or expand current use a site plan review must occur before the Planning Board. Mr. Kent said he would look into the other issues at The Wild Willow Tavern and discuss them with Mr. Kuzirain, the owner, before they look to expand services to accommodate outside seating.

**Norman motioned to continue with the public meeting. Bob seconded and all agreed.**

***New Business***

Kathleen informed the Board that Eagle Scout, Jeremie Dyes- Hopping, was in attendance to discuss a project. The Board welcomed Mr. Dyes-Hopping. Jeremie approached the Board to tell them that for his Eagle Scout project he would like to replace the **Welcome to Kensington** sign that currently sits at the beginning of route 150. The current sign is in disrepair and is missing a large portion. Mr. Dyes-Hopping told the Board he believes he can use the existing posts as they seem to be in good shape. Norman told Jeremie that the Board would like to have the sign replaced and they thought it was a good project. Peter suggested that Jeremie look at the sign that marks one of the trails in town as it is holding up very well and Jeremie may use similar material for his sign. Linda Blood told Jeremie he could park in her driveway as her property sits just across the street and it would be safer than street parking. The Board suggested that Jeremie speak with Mr. Tuthill as that sign sits on his property. The Board applauded Jeremie for the idea and asked him to come back with his final ideas before he starts the project. Mr. Dyes-hopping thanked the Board for their time and told them he will get ideas together for final approval.

Kathleen told the Board she would email the insurance quotes for their consideration. She then told the Board about SB146 which is up for consideration by the state. The Accessory Dwelling Legislation no longer requires a relationship to

change a single family home into a multi-family dwelling. It would, however, require a building permit. More information will be forthcoming.

Kathleen told the Board the 9-1-1 liaison form needs to be updated. Kathleen's name is on the form but she needs a secondary person listed for verification purposes. Chief Sanders offered to be the second person listed. **Peter made a motion to proceed with Chief Sanders being the back up on the 9-1-1 liaison form. Bob seconded and all agreed.**

Norman offered the following building updates:

- Several windows have been installed
- A stairway to the second floor has been completed
- Shingles are staring to go on
- John Weston is ready to go
- Looking to complete trim, corner molding and windows.
- Siding will begin soon
- Sheetrock in the basement in order to get PD moved in first

Peter presented three proposals for HVAC work to be done. He presented one from W.H Demmons, Inc. of Portland, Maine. The second from Key Heating & Air Conditioning of Exeter, New Hampshire and a third proposal from Hydro-Air of North Hampton, New Hampshire. Matt Smith, a resident, was asked to consult regarding HVAC. He presented his thoughts to the Board and recommended using the proposal presented by Key Heating. **Peter made a motion to use Key Heating as proposed. Norman seconded and all agreed.** The total cost proposed was \$49,597.00.

Norman presented a proposal from Granite State Security and Surveillance, LLC. Of Nashua, New Hampshire. The proposal covers the purchase and installation of security and fire equipment. The total cost proposed is \$25,657.00. The company worked with both the fire chief and the police chief when generating the quote. **Norman made a motion to approve and accept the bid from Granite State Security and Surveillance, LLC. Bob seconded and the motion passed.**

Charlie LeBlanc asked about CO detectors and Norman told him he recalls CO detectors being included in the quote.

Bob Gustafson asked about the size of the generator for the town hall so he can start paperwork for grant money to help offset the cost. The Board has some discussion with each other and the attendees regarding the generator. They also discussed a battery back-up for the elevator. No decision was made regarding the generator or the battery at this meeting. They will continue to discuss both issues at a later date.

Kathleen presented a letter of engagement from Vachon, the auditing company. She also told the Board the auditors will be coming on Monday, February 29<sup>th</sup>.

Kathleen informed the Board that the park permit for the wedding in July is being presented again as the wedding couple would like to continue with the understanding that they cannot serve alcohol. **Norman motioned to approve the park permit for July 1 and July 2, 2016 with the provision of no alcohol service. Bob seconded and all agreed.**

**Peter made a motion to retrieve town records being held by the NHMA so they will not be destroyed. Bob seconded and all agreed.**

Kathleen presented the Board with the red list bridges. There are none in Kensington.

The Board decided that Bob will go with Norman Giroux to the Wild Willow Tavern for the final building inspection.

Kathleen said she is missing a few receipts from Lowe's. Norman said he might have a few at home.

Kathleen presented bills for signatures, including the lighting bill for the pathway to the library.

**Norman made a motion to approve the following meeting minutes:**

**October 5,12,19, 20 and 26, November 2,5,7,16 and December 7,9,14,17 and 30<sup>th</sup>.**  
**Peter seconded the motion and all agreed.**

**Peter made a motion to permanently seal the non-public meeting minutes from the dates stated below:**

**January 5,2015, January 26,2015, February 3,2015, February 16, 2015, February 24, 2015, March 2,2015, March 6, 2015, March 16, 2015, April 6, 2015, April 10, 2015, April 20, 2015, May 4, 2015, May 18, 2015 and May 28, 2015. Norman seconded and the motion carried.**

**Norman made a motion to enter into a non-public session RSA91-A:3, II (e) at 9:45pm. Peter seconded and all agreed.** Two legal matters were discussed.

**Peter made a motion to leave non-public session and permanently seal the minutes at 10:08pm. Bob seconded and all agreed.**

**Norman made a motion to adjourn at 10:10pm. Bob seconded and al agreed.**

The next meeting will take place on March 7, 2016 at the Kensington Elementary School at 7:00pm

Respectfully Submitted,

Michelle Aiken