

**TOWN OF KENSINGTON
BOARD OF SELECTMEN
Meeting Minutes
March 21, 2016
KES Library 7:00pm
Draft-subject to board approval**

In attendance, Norman DeBoisbriand, Peter Merrill and Robert Wadleigh. Norman made a motion to open the public meeting at 7:04, Bob seconded and all agreed. The meeting then commenced.

Citizen's Forum

Linda Blood told the Board that she was disappointed in the election results that had been posted on the town website. She asked why the ballot on the wall at the town hall had different numbers than that of the actual election results as it did not account for write-in votes. Peter noted that the election results were accurate but there are subtle nuances with the accu-vote machine that need to be figured out before the Presidential election. Norman suggested that the posted election results need to be accurate. Kathleen will take the election results down from the website and get the results from the town clerk with the write-in votes as well. All agreed the election results were accurate. The Board was asked how they could assure accuracy in future elections. The Board will research the best way to ensure accuracy. Norman asked if ballots are hand counted. Linda said in the past ballots were always hand counted. Norman said the Board needs to ensure that all ballots are accounted for and postings need to show all results including all write-ins. The Board will look into the issue of accuracy and the accu-vote system before the presidential election.

Department Heads

Chief Scott Sanders- Police Department-had nothing to report this evening.

Chief Charles LeBlanc- Fire Department –

Chief LeBlanc had two applications for membership. The first for Brandan Blinn was tabled for the evening because of a discrepancy between his license and his address. The second for Alexander Roberts was accepted pending the acceptance of a background check. The Board feels with the responsibilities of the fire department that it is prudent to have a background checks for all potential new members in place, going forward. They would like to establish a written policy for this purpose. Chief Sanders noted that it may not be necessary to have a written policy in place as it is in the best interest of the town to conduct background checks. Mike Schwotzer told the Board that Hampton additionally runs a license check for perspective candidates.

Chief LeBlanc told the Board that he had been in touch with some surrounding towns regarding the ambulance billing. He informed the Board that many towns use the same soft billing in two cycles like Kensington. He noted that East Kingston uses a system of soft billing 3 times a year. He told the Board that he feels that he obtains the same contact and insurance information that the hospital gets. The Board discussed the possibility of better informing the people in town of why they are being billed and what their responsibility is. Charlie agreed that could be helpful and asked if he should invite a Comstar representative to come to the next meeting to help guide the town. The Selectmen agreed this was a good idea. Kathleen reminded the Board that the auditors told her the uncollected fees will start to show in the towns financial reports next year.

Chief LeBlanc told the Board the old Air Pacs are too old and no longer meet current NFPA guidelines. There is no value in the market place, but they can be donated to a third world country. Chief LeBlanc is looking into the matter.

Road Manager- David Buxton- had nothing to report this evening.

Emergency Manager-Robert Gustafson

Bob informed the Board he is still preparing for the graded drill for Seabrook. The drill is to take place on April 5, 2016. He told the Board he had information from the FEMA website regarding the back-up of vital records as outlined in the continuity of operations plan. This will be helpful when setting up the Town Hall office of Emergency Management. Mr. Gustafson told the Board he had been in touch with Jim Janke regarding the load of the renovated Town Hall. He will be able to get started with the paperwork for the grant money for the generator.

Tax Collector- Carlene Wiggin

Carlene presented paperwork to be signed by the Board to give her the authority to have the annual tax lien levy (for 2015).

Town Clerk- Dawn Frost- was not in attendance.

Conservation Committee- Sydnee Goddard- was not in attendance.

Recreation Department- Donna Carter

The Board noted that Donna did not come to report this evening. She told the board she had been asked to come to the meeting and was not sure why. The board began to discuss the concession stand with Donna. They noted the stand ran at a loss the past fiscal year. They questioned whether the concession stand should open this year. The Board asked Donna her opinion. She told the Selectmen that she did not think the Recreation Department had an opinion about the concession stand. She said in years past there had been discussions about leasing the stand out to a company that would set their own hours and prices. She reported that maybe the Trust could get involved and coordinate with the Farm Stand to sell at the concession stand. Keith Palmer, a member of the Trust, was in attendance and told the Board he would like to keep the concession stand open. He said he did not trust the accounting regarding the concession stand.

Norman DeBoisbriand and Keith entered into a discussion on several topics. Norman told Keith he was not prepared to discuss Trust issues. Keith told Norman he had been asked by Bruce to come to the meeting to give a park update. Norman told Keith he believed he was there to discuss Trust issues and to discuss setting park fees. Norman reiterated that he was not going to discuss those issues at that time. Norman and Keith continued to discuss the reason that Keith was in attendance that evening. Norman asked Kathleen if she had sent an email to Mr. Palmer informing him that the Board was not going to discuss the park fee schedule at that evening's meeting. Norman then informed Mr. Palmer that he had recently read the Trust document and he noted that the document says that the town will consult with the Trust Board but the Board of Selectmen have a final say in decision making. Mr. Palmer once again told Norman he was only at the meeting to give a park update. Norman told Keith he had been approached by a representative of the Trust outside of a meeting and was given the impression that the Trust feels it has authority over the decisions made with regard to the park. Norman told the attendees that the Trust dissolves in 2017. He said he feels the Board of Selectmen and the Trust Board need to have a public meeting with a discussion of how the BOS and the Trust Board should proceed in the future. He said there is a difference of opinion as to the responsibility of the town and the responsibility of the Trust regarding the park.

Peter asked if the Trust and the Board were planning to have a discussion at the April 4, 2016 meeting. No definite answer was given.

Norman explained to the attendees of the meeting that the BOS and the Trust Board need to "get on the same page".

The Board asked Donna Carter if she knew about the summer camp hiring practices. She said she thought other recreation members were coming to the meeting but may have forgotten. The Board asked Donna if there are background checks done for summer camp employees. She said there are background checks done. Kathleen told Donna they need to be done earlier in the season. The Board then discussed a letter about bouncy houses and the need to have them inspected by a state inspector. Donna asked if the Rec. Department would still be allowed to use a bouncy house at summer camp. Peter said it could be more difficult as there are only two state inspectors. The Board said if the process works and the insurance company is behind the process, the Rec. Department would still be able to use a bouncy house for summer camp. Bob Wadleigh gave Donna the copy of the letter regarding the required state inspection of bouncy houses. Donna thanked the Board. She also told Norman that she agreed with his interpretation of the Trust document. She told the Board that in the past there had been a representative from the Board of Selectmen that sat on the Trust Board. She said it helped with communication between the Boards. Norman asked Donna if the Trust sought the advertising for the ball fields. She told the Board "Yes". Norman told all attending the meeting that legal counsel suggested a BOS member should not sit on the Trust Board.

Town Assessor- Kathleen Felch-

Kathleen asked the Board if she could speak later in the meeting as she had many items for the Board. They agreed.

NEW BUSINESS

Charlie Petrie and his fiancée Amanda were in attendance. They had requested to attend to ask for some relief during their wedding on July 2, 2016. The Petrie park usage permit was approved on February 16, 2016. Since approval, EJBL has requested to host a tournament at the same time as the Petrie wedding. The couple presented their concerns for having so many people at the baseball event during the time of their wedding. Peter asked if the couple could change the wedding date to July 4th. They said it would be difficult since they have photographers and caterers booked at this point. Norman asked how many people would be attending the wedding. The couple said they are thinking about 100 attendees. The baseball tournament brings in 400 people. The Board told the couple they would approach EJBL to see if they would be

able to suspend play during the time of the wedding. The couple was extremely grateful to the Board. The Board will keep the Petrie party informed.

Norman told the attendees that the town will have a site review for the possibility of two crosswalks in town. The Farm Stand would like to have a crosswalk to the Food Barn and the town would like to have a cross walk installed from the Town Hall to the parking lot across the street. David Buxton noted the state has always denied the request in the past, particularly at the Town hall site because of the line of site being poor at that location. Norman said they are discussing a push button, which would set a warning light so drivers know the crosswalk is in use. The board will wait for the recommendation from the state.

Chief Sanders moved the discussion back to the wedding couple and suggested that if the town is going to allow the park to be a venue for weddings, perhaps the fee should be set higher so the town gets some benefit. All agree that they are uncertain the want to park to become a “wedding venue”.

The Board of Selectmen approved Board appointments.

Norman made a motion to name Bob Wadleigh as the Health Officer. Peter seconded and all agreed.

Peter made a motion to appoint Norman DeBoisbriand as the Chairman of the Board of Selectmen. Bob seconded and all agreed.

Norman made a motion to name Peter Merrill as the BOS representative to the Planning Board. Bob seconded and all agreed.

Peter made a motion to recommend the appointment of T. Kate Mignone to the Planning Board, Joan Whitley to the Planning Board and Richard Power to the Zoning Board of Adjustments for their terms of three years. Bob seconded and all agreed.

Michael Schwotzer of 49 Cottage Road asked to attend the evening meeting to ask relief from the BOS with regard to a tree that is on town property but is rotting and will likely fall on his property. Mr. Schwotzer emailed pictures of the tree to the Board prior to the meeting. Bob went to look at the tree with Mr. Schwotzer prior to the meeting as well. Norman recused himself from the discussion. Peter suggested having some bids to take the tree down. Bob said he could get someone to take the tree down to take care of the safety issue. Mr. Schwotzer and Bob both noted the tree is in a difficult place to get heavy machinery into as there is a leach field and a stone wall in the way. Mr. Schwotzer thanked the Board for their help and gave permission to access his property any time. The board will keep Mr. Schwotzer informed.

Chief LeBlanc told the Board he spoke to the library about the dead trees from the lightning strike many years ago. The trees are on the library property.

Norman told the attendees that the Trust wants the blue signs to notice Sawyer park. The blue signs would go on routes 150, 108 and 107. An application has been made to the state.

Many of the attendees including Holly McCann, Linda Blood, Richard Elwell and the Board had a discussion that included the following points.

- Where does the money from the proceeds of the Farm Stand go? The Town or the Trust?
- How is the money used?
- What is the vision for the Park going forward?
- Two and a half years ago there were unanticipated funds for the Farm Stand proceeds to the town.
- Why is there a lack of communication regarding the park
- Shouldn't the fee structure be one that will sustain the park.
- Who gets the fee from the signs on the ball fields at the park? If it is owned by the town does the town get the fee from advertising.

All agreed that questions need to be answered in the near future to protect the vision of the park.

Kathleen presented Beals report regarding the reclamation of the Kuegel pit. The report notes efforts are being made to reclaim the pit. More inspections are forthcoming. Muriel Welsh asked the town about Mr. Kuegel going to the lot line. Peter said there are no setbacks of operations because the site is no longer a pit. There is also no structure being built.

