

KENSINGTON BOARD OF SELECTMEN MEETING

Virtual Meeting due to COVID-19

MONDAY June 7, 2021 – 6:30pm

Minutes – Approved 6/21/2021

In attendance: Bob Solomon, Joe Pace, Bob Gustafson

At 6:33pm, Joe called the meeting to order.

- Septic Waiver Request for Map 13 Lot 15 off of Hobbs Road (new lot)
 - **The Board convened as the Board of Health at 6:34pm.** Anthony Jones presented to the Board the request for a septic waiver.
 - This is a project for 2 Hobbs Rd. Anthony Jones is representing Bill and Linda Zammer, who plan to build on Map 13 Lot 15. Anthony provided an overview of the lot including the fire pond, wetlands, and brook. It was noted that the State's hydric soil requirements are less restrictive than Kensington's. This proposal will also be going to the ZBA. There are several waivers requested that were presented to the Board. There was discussion of the State requirements versus the Town requirements.
 - B. Gustafson explained that he would like feedback from DES before making any decisions. It was also noted that there's a soil scientist on the ZBA that he would like to see the feedback from. B. Solomon feels that there are multiple concerns at play here. The Board would like feedback from DES or the ZBA on the reserve requirement and setbacks. Mr. Jones noted that though this lot is 15 acres, this is the only section of the lot that could possibly be built on, therefore the lot would be unbuildable without waivers. The Board will wait for feedback from the ZBA and will also communicate with Julie LaBranche and Christian Smith for engineering analysis to gain a better understanding of the waiver requests. **The Board closed as Board of Health and reconvened as Board of Selectmen at 7:14pm.**

DEPARTMENT HEADS:

- Police Department – Chief Scott Cain reported as follows:
 - There were complaints over the weekend about a vehicle that was racing. The vehicle was stopped and ticketed.
 - With the hiring of Joe Scutalaro, the PD is once again almost fully staffed.
 - **At 7:16pm, B. Gustafson made a motion to appoint Michael Sielicki to a Permanent Part Time Patrolman. B. Solomon seconded. J. Pace took a roll call vote. B. Gustafson voted yes, B. Solomon voted yes, and J. Pace voted yes. The motion passes.**
 - **At 7:17pm, B. Solomon made a motion to appoint Juli Noyes as Permanent Animal Control Officer. B. Gustafson seconded. J. Pace took a roll call vote. B. Gustafson voted yes, B. Solomon voted yes, and J. Pace voted yes. The motion passes.**
- Fire Department – Chief Jon True
 - The state has a new Fire Marshal Sean Twoomey and Director of Fire and EMS Justin Cutting which is exciting for the NH Fire Service.
 - The state is releasing new software to help manage our reporting- it also has preplanning, permits and other modules in it for free. Chief True is looking into the possibility of having Gino tie into this system as well and also trying to find out if it will import to the assessing/tax database.
 - Chief True expects to hear within the month if we received our AFG radio grant- includes mobiles, portables, a base radio and a repeater for town agencies- with installation. (The frequencies were ordered last year).
 - The Department is also working on the following projects:
 - 1) Testing of hydrants and cisterns – prioritizing repair and installation as time and grants allow.
 - 2) Cleaning up Engine 1 for sale. Pictures have gone to dealers and there was feedback that it should be “spiffed up” first.
 - 3) Preparing for an audit by Medicare for our ambulance service. (All ambulance service must do this within the next three years).
 - Appointments- these members are long term employees who have done and continue to do a great job

- ***At 7:22pm, B. Gustafson made a motion to appoint Jonathan True as Fire Chief and Emergency Management Director for Kensington. B. Solomon seconded. J. Pace took a roll call vote. B. Gustafson voted yes, B. Solomon voted yes, and J. Pace voted yes. The motion passes.***
- ***At 7:22pm, B. Gustafson made a motion to appoint John Andrews and Ben Cole as Firefighters/EMTs for Kensington. B. Solomon seconded. J. Pace took a roll call vote. B. Gustafson voted yes, B. Solomon voted yes, and J. Pace voted yes. The motion passes.***
- ***At 7:23pm, B. Solomon made a motion to appoint Jim Simmons and Mark Kimball as Firefighters for Kensington. B. Gustafson seconded. J. Pace took a roll call vote. B. Gustafson voted yes, B. Solomon voted yes, and J. Pace voted yes. The motion passes.***
- Emergency Management - Chief Jon True reported as follows:
 - There is a heatwave. Please hydrate and stay cool. Check on neighbors/elderly- if someone is not feeling well, please call 911. It doesn't mean we run them to the hospital, but we need to make sure they are safe and taken care of.
 - Sent out final review of LEOP- please respond by email no later than June 11. Include all hours you completed for review, if you have no comments- state so in an email.
 - The State has modified the Radiological ERP for all towns in the EPZ. Chief True is working on rewriting our plan to meet those changes. There will be a draft for Selectboard review before the end of next week that will need review and comment.
 - Chief True is trying to complete the Continuation of Operations Plan. All departments and agencies will need to provide answers to the questionnaire so that it can be completed.
 - Chief True is working on completing installation of radios for EOC which was delayed due to covid.
 - Chief True has been working on increasing cell coverage in Town and has now spoken with the eastern seaboard rep for Verizon who will be providing a plan to address improvements to their companies' cell coverage in the area. He is also in contact with ATT and with the support of the state, expect to see improvement with their service too. Next, he will be reaching out to Comcast to see what their plans are for Town. If anyone has comments, concerns, or info- please reach out to Chief True.
- Road Manager – Matthew Armstrong reported as follows:
 - He has been dealing with beavers clogging the fire pond on Moulton Ridge Rd. It was suggested to build an outlet structure to keep them out permanently. Last resort also could be trapping. This is a recurring problem. B. Gustafson requested to look at these with Matt as he is dealing with beavers and a possible solution in other areas. Chief True will also attend.
 - Matt met with Tracy Degman from RCCD and discussed the integrated pest management grant for 2021. The current municipal site, the salt shed, has been authorized for the third and final herbicide application. They also walked other sites and notes other invasive species. Matt summarized the walk through. B. Gustafson suggested that Matt connect with Sydnee Goddard as she is already working on some of these concerns.
 - Roadside mowing will take place the first week of July.
- Tax Collector- Carlene Wiggin had nothing to report.
- Building Inspector- Gino Rignoli was not present.
- Treasurer- Sara Belisle was not present.
- Town Clerk – Sarah Wiggin reported as follows:
 - The warrant for unlicensed dogs has been submitted to Kathy and the PD. When it was submitted, there were 12 unlicensed dogs, since then 2 more have been licensed. The Board commended Sarah for getting the list as small as she has.
 - ***At 7:35pm, B. Solomon made a motion to approve the warrant for unlicensed dogs in 2021. B. Gustafson seconded. J. Pace took a roll call vote. B. Gustafson voted yes, B. Solomon voted yes, and J. Pace voted yes. The motion passes.***
 - Residents have come into the office asking about the new trash system, specifically if the smaller 35 gallon size is available for recycling as well for older people or the 200+ length driveway or only for trash. This is only available for trash due to the recycling grant.
 - The Supervisors of the Checklist have decided to hold meetings for 10-year checklist verification on 6/23/21 and 8/11/21.

- Recreation Committee- Donna Carter, Jen Macek reported as follows:
 - B. Solomon explained that the question was asked regarding who is responsible for making the decision on masks at camp and that discussion could be held during this meeting. J. Pace stated that this will be a town decision made by the Board. It was noted that this all takes place after June 12th and the State mandate has not prohibited municipalities from having their own mask requirements. J. True explained that the State put out best practices, but that those cannot be enforced. These children are mostly under 12 years old who have not been vaccinated. Looking at the guidelines and taking into consideration what the schools are doing the suggestion is that if they are sitting in small groups, they need a mask but if running around outside they do not need a mask. This follows parallel to what the schools in SAU16 are doing. The Board felt that this is a good solution.
 - **At 7:43pm, B. Solomon made a motion to adopt the policy regarding masks at summer camp that while outside and running no masks are required, but for indoor or less active activities, masks will be required. B. Gustafson seconded. J. Pace took a roll call vote. B. Gustafson voted yes, B. Solomon voted yes, and J. Pace voted yes. The motion passes.**
 - There was discussion on the cleaning of the restrooms at the Town Park. Jen Macek had concerns that the summer camp counselors would be cleaning the bathrooms after other groups and the general public. As of today, no other groups that have rented the park at the same time as summer camp. The park will not be closed to the public and other groups would likely not be prevented from renting other areas of the park during camp. Additional discussion on this can occur at the next Trustee meeting. It was noted that the Trust is ensuring the park is cleaned once per day, and other groups could possibly work out a schedule with camp if necessary to share any additionally desired cleaning. There was discussion on who would supply the cleaning products. It was noted that the Trust is cleaning once per day and if a group has more strict cleaning requirements, that group is responsible for additional cleaning and supplies. J. Pace noted that the cleaning products for camp would be from the town that Chief True was able to obtain supplies through the FEMA grant. It was suggested that a list of approved cleaning supplies be provided to each group. It was also suggested that touchless faucets, soap dispensers, etc. be discussed in the future.
 - There are 33 campers signed up for session 1, 32 campers signed up for session 2, and 18 campers signed up for session 3. Almost all paperwork is in and everyone has paid.
- Conservation Commission – Sydnee Goddard was not present.
- Sawyer Kensington Trust- Hez Mercadante reported as follows:
 - Dan Sweet informed the Trust that the AED light is blinking. Chief True will check it.
 - There was a reminder that Town residents can rent the park for free with a \$100.00 deposit for their own use, however there has been an uptick in the number of residents requesting on behalf of an organization. If that is the case, the organization needs to go through the rental process and a rental fee is required.
 - There was discussion on alcohol permits. There is currently a permit that needs to be reviewed, though alcohol was not requested on the original request. It was noted that this is the second time this has happened. Chief Cain stated that there would need to be a police detail due to both the size and alcohol to be paid by the applicant at a rate of \$85.00 per hour regular detail, or 10% more (\$93.50 per hour) for detail with alcohol present, with a 4 hour minimum for either. This request was initially approved without alcohol, which was not included on the original application. 50 people or more will require a detail. Chief Cain noted that the detail will be waived this time and because this was not clear on the application. This needs to be addressed on the application ASAP. The Board was comfortable with that.
 - **At 8:14pm, B. Solomon made a motion to approve the alcohol permit for the June 15th event contingent on approval by the Trust and material proof of insurance and all requirements of permit are provided and met. B. Gustafson seconded. J. Pace took a roll call vote. B. Gustafson voted yes, B. Solomon voted yes, and J. Pace voted yes. The motion passes.**
 - The next Trustee meeting will be on June 16th at 6:15pm at the Park Pavilion.
 - Jen Macek asked if the Park Manager has been hired. Hez said they're still working that out with Mr. Lewis, the Trust does not have the authority to hire this position.
 - Kathy will work with the Trust, and Chiefs to make sure information on the permit is clear for alcohol and police detail requirements.

- Rockingham Planning Commission Rep. Rob Pruyne was present to discuss the Build Out Analysis. Vanessa Rozier, Planning Board Member was also present on behalf of Planning Board Chair Rob Chase. Mr. Pruyne presented an example of a build out analysis, complete with deliverables, to the Board. There was discussion on how Mr. Pruyne has seen other towns use the information provided by a build out analysis

- ***At 8:28pm, B. Solomon made a motion accept the RPC Contract for a Build Out Analysis. B. Gustafson seconded. J. Pace took a roll call vote. B. Gustafson voted yes, B. Solomon voted yes, and J. Pace voted yes. The motion passes.***

NEW BUSINESS:

- Cell phone for Building Inspector and possible additional computer
 - Currently the Building Inspector is using a private cell phone. Kathy researched adding to the Town plan, which would result in a \$65.00 increase per month. This was discussed in the interview. The Board does not have a concern with opening a town line. The Building Inspector also wanted to have access to an additional computer as there are already two users on the computer in that office, and especially on Tuesday and Thursday there is limited computer availability. There is a need for an additional computer. The budget was briefly discussed. It was suggested that the Building Inspector have a rugged laptop instead of desktop. Kathy will work with Lars to price out something.
- Painting of Cemetery Fence
 - Cemetery Trustees had someone contact them that was interested in painting the fence. The person who has previously done it is unable to and was covered under town insurance. The Trustee is wondering if they can be hired as a W-2 employee to be covered under the town insurance as opposed to the person needing to get their own insurance. They would be brought on as a PT employee, no benefits. The Board did not have a problem with this.
- Invasive Species Special Permit for Salt Shed
 - The Board reviewed the permit. ***At 8:41pm, B. Gustafson made a motion to approve the pesticide treatment at the salt shed. B. Solomon seconded. B. Gustafson amended the motion to include authorizing J. Pace to sign on behalf of the Board. B. Solomon seconded the amendment. J. Pace took a roll call vote. B. Gustafson voted yes, B. Solomon voted yes, and J. Pace voted yes. The motion passes.***
- Intent to Cut- Osgood Road
 - The Board reviewed the Intent to Cut for Map 11 Lot 30-2. ***At 7:23pm, B. Solomon made a motion to approve the Intent to Cut at Map 11 Lot 30-2. B. Gustafson seconded. J. Pace took a roll call vote. B. Gustafson voted yes, B. Solomon voted yes, and J. Pace voted yes. The motion passes.***
 - Kathy will send a letter to use the trucking route as discussed with Matt.
- Open Air Assembly- Baker
 - The Board reviewed the Open Air Assembly permit for 8/7/2021 at 167 Amesbury Rd. There will be a police detail. The Fire Chief has reviewed the request. ***At 8:49pm, B. Gustafson made a motion to approve the Open Air Assembly Permit for a wedding reception on 8/7/2021 at 167 Amesbury Rd. B. Solomon seconded. J. Pace took a roll call vote. B. Gustafson voted yes, B. Solomon voted yes, and J. Pace voted yes. The motion passes.***
- Grange Permit- Summer Camp
 - The Board reviewed the Grange Permit request for summer camp for the counselor training. ***At 8:51pm, B. Solomon made a motion to approve the Grange Permit for June 29th for summer camp training. B. Gustafson seconded. J. Pace took a roll call vote. B. Gustafson voted yes, B. Solomon voted yes, and J. Pace voted yes. The motion passes.***
- Gravel Permit
 - ***At 8:52pm, B. Gustafson made a motion to approve the Gravel Tax Warrant in the amount of \$248.00. B. Solomon seconded. J. Pace took a roll call vote. B. Gustafson voted yes, B. Solomon voted yes, and J. Pace voted yes. The motion passes.***

It was noted that there will be a public hearing at the June 21st meeting.

- Parking Ordinance

- Chief Cain did some work on the parking ordinance as it has been years since this was reviewed. The Board will review at the public hearing. The Board requested that changes be noted for this meeting.

OLD BUSINESS:

- Stone wall repair
 - No updates yet. B. Solomon has spoken with Mike twice and a follow up email was sent, though nothing has been received.
- Landscaping proposals
 - No landscaping proposals have been received. Kathy will see if there are any additional contacts and reach out to neighboring communities for information regarding who they use.
- Recycling Partnership
 - The town was awarded a grant in the amount of \$12,912.00 for the recycling program carts. J. Pace will attend a meeting regarding this matter.
- Hazardous Waste Drop off
 - Hazardous Waste drop-off will be July 31st from 9am-1pm in Brentwood.
- Opening of Town Meeting Hall for In-person meetings
 - The Governor's order has expired which now requires in-person meetings. There is no provision for remote components for the Board, though the public can be remote. There is no ability for the public to call in if someone was uncomfortable attending. The entire meeting could be broadcast, and someone would monitor the zoom call. J. Pace has concerns regarding that to monitor the meeting. The Board will be going back to the traditional environment, and if someone is uncomfortable attending it can be supplied in writing and read into the record. Kathy said there were Planning Board members that were not comfortable coming in, and was unsure of ZBA. There is no longer a provision for the meetings to be held remotely. Chief True said the current layout has room for 9 board members and 12 in the audience. It was also suggested that if there was something particularly controversial there could be adjustments made and it could be dealt with at the time. A letter will be sent to the Chairs of other Boards from Joe explaining that the order is expiring and meetings will need to be held in person.
 - Chief True asked if the Board was curious about still recording meetings. This wouldn't be live but would be on tape delays. Chief True says a local channel would be helpful from an emergency management standpoint. J. Pace didn't think that the laptops for the Select Board are necessary. B. Gustafson said he would like to have a laptop separated from any other environment that would not involve anything personal; he feels it could be more secure as it'd be separate. B. Solomon said he is opposed unless mandated for RTK issues. J. Pace had no problem having it be an option but is not in favor of mandating it.

OTHER BUSINESS:

- Assessing Office – Kathleen Felch
 - ***At 9:27pm, B. Solomon made a motion to appoint Justin McLane to an Alternate Planning Board position expiring in 2023. B. Gustafson seconded. J. Pace took a roll call vote. B. Gustafson voted yes, B. Solomon voted yes, and J. Pace voted yes. The motion passes.***

At 9:28pm, B. Gustafson made a motion to approve the May 17, 2021 meeting minutes. B. Solomon seconded. J. Pace took a roll call vote. B. Gustafson voted yes, B. Solomon voted yes, and J. Pace voted yes. The motion passes.

- Next Meeting Date –Monday June 21, 2021 in person at the Kensington Town Hall.

At 9:29pm, B. Gustafson made a motion to adjourn. B. Solomon seconded. J. Pace took a roll call vote. B. Gustafson voted yes, B. Solomon voted yes, and J. Pace voted yes. The motion passes.

Respectfully submitted,

Chelsea Lalime