

KENSINGTON BOARD OF SELECTMEN MEETING  
95 Amesbury Road  
MONDAY April 4, 2022 – 6:30pm  
Minutes – Approved 4/18/2022

In attendance: B. Gustafson; B. Solomon; J. Pace, Chair.

At 6:30pm J. Pace called the meeting to order.

**Public Comment-**

Dawn Frost of 129 South Road raised concerns about loose trash on the road that she believed could be from bins being overfull or not being closed in bags. She asked if the Town had an arth Day or town trash pickup day where the roadsides are cleaned. J. Pace noted that they passed along her concerns to Casella and stated he didn't know if there was a requirement for trash to be bagged but that recycling is often loose. He also noted that Brian of Casella will reach out to his operation supervisors concerning the issue. Littering was discussed. Ms. Frost thanked Casella as she stated it had already seemed to have made a difference.

**DEPARTMENT HEADS:**

- Police Department –Chief Scott Cain was not present.
- Fire Department – Chief Jon True was not present.
- Emergency Management - Chief Jon True was not present.
- Road Manager – Matthew Armstrong –
  - Repaired the Cottage Road sign bracket on the Muddy Pond Road side. Matthew installed the new Dow and Olivia Lane sign and brackets and a stop sign on Wild Pasture Road.
  - A resident called to report a hazardous tree on Wild Pasture Road. The road will have to be shut down for a half hour for Doug's tree service to remediate.
  - Cleaned catch basins and culverts out on Moulton Ridge and Osgood Road . The Road manager noted there may need to be wildlife mitigation due to beaver dam backups.
- Tax Collector- Carlene Wiggin had an abatement for 2021 property taxes.

**At 6:37 B. Gustafson made a motion to approve the abatement of \$7,520 property taxes for Tax Map 14 Lot 30 for the year 2021. B. Solomon seconded. All voted in favor.**

Ms. Wiggin also noted that there was a total of \$22,784.63 left in unpaid taxes from July and December of 2021.

**At 6:40pm B. Gustafson made a motion to authorize the Tax Collector to pay the unpaid property taxes and place a lien on them at the Rockingham registry of deeds not to exceed \$22,784.63. B. Solomon seconded. All voted in favor.**

- Building Inspector- Gino Rignoli was not present.
- Treasurer- Sara Belisle was not present.
- Town Clerk – Sarah Wiggin stated there was a resident inquiring about a document that per the Secretary of State has a requirement of a per page fee. The resident has asked to make an exception. The Board discussed the fee and felt that if the Secretary of State had guidelines that they felt they should be followed.

**At 6:47pm B. Solomon made a motion as a matter of record that the Board supports the town clerk by supporting the Secretary of State guidance on this document. B. Gustafson seconded. All voted in favor.**

Sarah noted that the Town Clerk workshop is taking place on May 11<sup>th</sup>.

J. Pace noted that some of the appointments to be reviewed have one-year terms, and that it would be possible to have longer terms. He noted the Board had latitude to change the terms of staff departments. Zoning Board, Planning Board, and Conservation Commission all have three-year terms. The Board discussed the possible benefits and drawbacks of changing term lengths. The Board will revisit appointment terms at a later date.

**At 6:56pm B. Solomon made a motion to renew Angelo Rignoli as Building Inspector for a 1-year term, Matthew Armstrong as Road Manager for a 1-year term, Justin McLane as Planning Board Full Member with term expiring April, 2025, and Josh Preneta as Planning Board Full Member with term expiring April, 2025. B. Gustafson seconded. All voted in favor.**

**At 6:57pm B. Gustafson made a motion to appoint Lynn Monroe to the Heritage Commission with term expiring April, 2025, to appoint Steven Mallory to the Heritage Commission with term expiring April, 2025, and to appoint Elaine Kaczmarek to the Heritage Commission with term expiring April, 2025. B. Solomon seconded. All voted in favor.**

**At 6:59pm B. Gustafson made a motion to appoint Sydnee Goddard to the Conservation Commission with term expiring April, 2025, to appoint Bill Ford to the Zoning Board as Full Member for term expiring April, 2025, and to appoint Mark Craig to the Zoning Board as Full Member with term expiring April 2025. B. Solomon seconded. All voted in favor.**

- Recreation Committee- Lily Spinosa noted that the Easter Eggstravaganza will be taking place on Saturday the 9<sup>th</sup>. She stated that everything is going well and summer camp plans are moving along.

The Board signed the Credit Card Authority application. The Board set an annual meeting date for the Board of Health for the beginning of the next public Board meeting. This will be publicly posted. The Board will hold the Selectmen's meeting at 6:45pm after the Board of Health meeting. The Board signed the Mowing and Mosquito control contracts.

**At 7:05pm B. Gustafson made a motion to authorize the chair to sign the contract for Northeast Vegetation and Mosquito Control. B. Solomon seconded. All voted in favor.**

The Town is requesting PSNH turn over information requested in a form for asset inventory.

**At 7:09pm B. Gustafson made a motion to sign the letter that requires PSNH to issue a detailed asset report that includes code for relative information completion of asset services. B. Solomon seconded. All voted in favor.**

The Board discussed giving a representative the ability to sign for rate of pay sheets for summer camp.

**At 7:12pm B. Solomon made a motion to allow summer camp coordinator Sarah Hoffmaster to sign rate of pay sheets for summer camp counselors and counselors in training. B. Gustafson seconded. All voted in favor.**

Kathy discussed expediting the background checks for summer camp due to currently having to wait two weeks for the Board to meet to pay for application background checks.

**At 7:14pm B. Solomon made a motion to allow Kathy to expedite the background check process to issue the checks to the State of New Hampshire. B. Gustafson seconded. All voted in favor.**

Kathy discussed Planning Board fees and check writing for the registry which she explained can cause delays in recording. J. Pace asked if there were other items where checks would need to be signed, which Kathy noted would be welfare and the registry. J. Pace felt there should be a policy that would trigger the check signing. Planning Board funds were discussed. J. Pace would like to see and vote on a policy that would describe how many days and parameters that would allow the treasurer to sign checks that could be retroactively approved at the next Board meeting.

Kathy displayed the proposed welfare guidelines that described costs and payments. She stated that these were based on state and New Hampshire Municipal Association guidelines. J. Pace asked if there were any changes that were specific to Kensington. Kathy stated that the document was very similar to the New Hampshire Municipal Association suggested guidelines and the fees were congruent with the state suggested fees which would allow the fees to change if the state changed. She described shelter allowances and monthly assistance and showed monthly limits for rent. Kathy noted that welfare needs can be urgent and that this is usually a last resort for people and it is possible that the person in need would need the Town's approval for a shelter. She noted that this document had been vetted through Exeter's Town legal counsel. B. Solomon asked if this needed to go before the Town. Kathy stated that they don't need Town approval. She noted that the costs for rent included in the document are usually not spent entirely, typically the cost was more for a hotel stay. J. Pace discussed fuel vouchers. Direct assistance was discussed. Kathy stated that the town's current budget was \$3,000 for assistance, and that the applicant has to be looking for a job to keep assistance. The program and the towns involvement were discussed. An option of a tax deferral was given as an option. The Board will review the proposed document and discuss at the next meeting.

The Board will continue to review information on Right to Know fees for discussion at future meetings.

**At 7:53pm B. Gustafson made a motion approve the minutes of March 21<sup>st</sup>. B. Solomon seconded. All voted in favor.**

The Board signed off on bills and payroll.

**At 7:55pm B. Solomon made the motion to adjourn. B. Gustafson seconded. All voted in favor.**

**• Next Meeting Dates –April 18, 2022**

Respectfully Submitted,

Andy Clarke