

TOWN OF KENSINGTON
BOARD OF SELECTMEN MEETING
Kensington Town Hall
95 Amesbury Road
Kensington, NH 03833
MONDAY
May 1, 2023
Meeting Minutes
6:30 PM

In Attendance: Joseph Pace, Robert Solomon, Robert Gustafson

J. Pace opened the meeting with the Pledge of Allegiance at 6:30 pm.

Public Comments:

NH State Representative for District 19 Susan Porcelli wanted to know if the town was getting the proper responses from the NHDES on the letter submitted on the Large Groundwater Withdrawal for the Town of Exeter. J. Pace stated that we have not received a formal response from anyone yet. S. Porcelli asked if there was a date set yet for the testing of the well and we have not heard of a date as of today. K. Felch will reach out to the state and see where the Town of Exeter is in the process and if there are any answers yet to the questions posed in the letter to NHDES.

S. Porcelli also wanted to inform the board that the Town of Seabrook has also submitted a Large Groundwater Withdrawal Application, which was received at the Hampton Falls Town Hall last week. This request is for 288,000 gallons per day and is located off of Weare Road at the Seabrook, Hampton Falls town line. The Board of Selectmen in Hampton Falls will be reviewing this on Wednesday this week. She believes that these two applications will impact both towns.

J. Pace is interested in this application and was not aware that the Town of Seabrook had applied for this permit with NHDES. S. Porcelli believes that this will impact the small towns of Hampton Falls and Kensington and will keep the board updated on the progress of this permit.

B. Gustafson stated that Seabrook is a business environment and there have been situations where some of the wells on Route 150 went dry. The overuse of the aquifer is going to produce some very serious problems. He is concerned with what that will do to Kensington in the future. He will be watching this closely. He believes that there is overuse from Seabrook already.

B. Solomon stated that the testing might include our wells but if they don't that might mean that we could have an uncooperative situation.

The state of NH has emergency Energy assistance for NH Residents and is available now to help with the high energy costs. She would have liked this program to be better publicized, but funds are still available, and asked if they know anyone that might benefit from this assistance. S. Porcelli stated that funds are still available and that the deadline could be extended if needed.

S. Porcelli thanked Kathleen and the Board for the open office hours starting on May 10, 2023, at 6:30 pm. J. Pace suggested that she join Kensington Connects to post those open office hours.

J. Pace closed the public comments section of the meeting.

J. Pace opened the public hearing for the following ordinances.

- a. Parking Ordinance

- b. Winter Parking Ban Ordinance
- c. Snow Emergency Ordinance
- d. Snow Obstruction Ordinance

The board reviewed the amended ordinances that the Board of Selectmen has purview over. There were no adjustments made to the presented ordinances. Both B. Gustafson and B. Solomon have reviewed them and are fine with them. These adjustments will aid the departments in enforcing them.

The votes were done individually.

B. Gustafson made a motion to amend and approve the amended Snow Obstruction Ordinance; B. Solomon seconded, all in favor.

B. Gustafson made a motion to amend and approve the amended Winter Parking Ban Ordinance; B. Solomon seconded, all in favor.

B. Solomon made a motion to amend and approve the amended Snow Event and Emergency Ordinance; B. Gustafson seconded, all in favor.

B. Gustafson made a motion to amend and approve the amended Parking Ordinance; B. Solomon seconded, all in favor.

J. Pace closed the public hearing.

DEPARTMENT HEADS:

- Police Department – Chief Scott Cain –
 - Introduced the board to J. Collier and **B. Gustafson made a motion to appoint James Collier as a Full Time Police Officer, seconded by B. Solomon, all in favor.**
J. Pace swore him in as a Full Time Patrol Officer.
 - **Tuition Contract**-The board would like to have legal review the contract to make sure it complies with employee law, that it is enforceable, and to be sure that there is not some other challenge that can be applied to it. K. Felch will forward that to legal for review.
 - Chief Cain visited Toni and Dennis and they said hi. The board was happy that they are all doing well.
- Fire Department – Chief Jon True
 - Engine 3 Refurb has a minor issue and is being fixed before the town takes delivery of it.
 - Jason Poole finished first in his class and congratulations to him.
 - He is doing the Medicare audit and will finish that soon.
- Emergency Management - Chief Jon True –
 - He submitted the ARPA quarterly report for the town.
 - Gator had a bid out and it was ordered a year ago and was informed that the price had increased. He looked around to find something that was comparable and bought it. This cost will be 100% reimbursed by a grant. Fish and Game will come down and do some training with the department and other departments are welcome to attend.
 - The Radiological Plan and EOP plan need to be reviewed, he will get the board electronic copies to review. It is a large amount of data and cannot be emailed, he will put the plans on a usb for the board members.
- Road Manager – Matthew Armstrong-
 - The beaver dam off of Moulton Ridge burst in all the rain and caused some issues. He was able to stabilize the culvert area. B. Gustafson asked if the pond was drained and M. Armstrong stated it was a good 4 foot section that let go and caused a lot of damage, but is not fully drained.

- House lot on French's Lane- they had a breach in their drainage swale and caused a problem on the town road, the contractor will take care of the silt.
- B. Solomon asked where Moulton Ridge Road was washed out. It was right at the culvert by N. DeBoisbriand pond. J. Pace asked if he has any concern that the culverts will lag with the coming rain. M. Armstrong does not think so, and commented further that the high water marks were impressive in this last storm. J. Pace asked about the pond continuing to drain, M. Armstrong stated that he is keeping an eye on the issue.
- Tax Collector- Carlene Wiggin- nothing to report

NEW BUSINESS:

- Opening of the Landscaping Bids for the Town properties including the Cemeteries, North School, Library and Fire Station
 - J. Pace stated that there are 5 bids for the landscaping.
 - Archies Landscaping from Exeter, NH with a bid amount totaling \$27,750.
 - York River Landscaping from York ME- Per mow costs
 - Terrific Landscaping- Brentwood NH- per mow
 - 100 Acre Mowing- South Hampton NH
 - ASAP Landscaping and Design LLC- Bow NH
 - To be able to compare the copies and have them all with listed comps the board asked for the spreadsheet from K. Felch that was provided to the board with the last mowing bid. The board will hold a meeting on Thursday at 10am to review and award the bid for mowing and landscaping.
- **Avitar Representative** to address the board on the Revaluation process for 2023. K. Felch will see if they can make the meeting on the 15th.
- **Videotaping of town board meetings**-if the board would like to proceed with taping the meetings J. Pace would like to start with the taping of the meetings and posting them to the website after the meeting. He questioned the contract with Comcast where the town has a government channel available, but you would need a cable TV committee, and added employees to run the recording. The board does not find a lot of value in that currently. Many people don't have cable and they believe that more people would view recordings by accessing the town website. K. Felch would be the one responsible for posting the recordings. Chief True has some ideas on ways to do this and K. Felch has already asked the AV person for the police department to get the town a quote. This will be looked into further. B. Solomon is concerned about the audio and that it is able to be heard. Chief True explained that he has ordered more microphones and they should be delivered soon. There might be a way to get the audio right from the microphones so that the speakers could be heard clearly. One way is to have the video cut to the speaker, but that will be investigated. They understand that people can't make all of the meetings and they are looking into solutions.
- **Tables for the town hall boards.** K. Felch found the quote from years ago when this was looked into. Chief True had gotten some quotes and the board reviewed the different kinds of tables that are available. K. Felch also brought up that the board members at one time wanted either tablets or iPad, she wondered if that was something that should be researched again. Chief True explained that there could be some money available as the tables would be needed for the emergency management drills. J. Pace expressed that if we are going to invest in these, we should look at

investing in the ones that have plug-in capabilities. Chief True explained that each member of the Emergency Management team has to have laptops or tablets so that would be helpful for them to have the outlet capabilities. The board is looking for about 10 new tables. B. Solomon stated that while this solves some of the problems and what about the sound in the building? When the building was redone in 2015 the baffles were suggested and decided against, due to concerns from the historical society. There is definitely a difference between when board members use the microphones and when they don't.

- **Perambulations dates-** some of the area towns have gotten back to K. Felch but not all. The board will review the dates that were sent out and get back to K. Felch with dates that work for them. B. Gustafson stated that it is better to have the other towns when you do the perambulations. K. Felch will coordinate with the other towns, it might be the first of June.
- **Memorial Day** discussions with Kensington Elementary School.
The meeting with KES will be here at the townhall at 11 am on Thursday to discuss the program.

Town Administrator:

Kathleen Felch-

- **Permit received from KES PTO** for their permit at the part to include alcohol. This permit was approved by the trust in January of 2023 and is for June 4, 2023, from 9 am- 2:30 pm.
B. Gustafson made a motion to approve the use of alcohol at the park by the Kensington PTO, seconded by B. Solomon, all in favor.
- **Charles River Wheelers- Event on May 13, 2023, for approximately 300 riders.**
The Chiefs have reviewed the application and been in contact with the permittee and have no further questions. **B. Gustafson made a motion to approve the permit for Charles River Wheelers for May 13, with 300 people for a bike ride, B. Solomon seconded, all in favor.**
- **Elderly exemption PA 35** form that was not signed with the elderly approved at the last meeting.
- **Veteran's Tax Credit-** for a previously approved veterans credit the resident is just adjusting the lot that the credit should be applied to.
- The board reviewed the bill and payroll and signed the manifests.
 - Two additional bills came in this afternoon that the board signed off on as well.
 - **Grange Hall Trustees-** they are wondering if the trustees can sign off on the permits and not bring them before the board due to the two-week wait between meetings. J. Pace would like to have K. Felch sign off on the routine Grange Hall Permits. **B. Solomon made a motion to allow the Town Administrator to approve Grange Hall permits that the Grange Trustees have already agreed to. Using her discretion if there is something that should come before the full board that she can make that call. B. Gustafson seconded that motion, all in favor.**

J. Pace would like to start building policies to when the Town Administrator can sign off on items such as certain bills or contracts and would like them enumerated so that it is clear. K Felch will put together a procedural document that will go with the contract. J. Pace explained that if there are a lot of permits that are routine in nature the board might want to delegate to the Town Administrator to sign off on.

This will allow the town to be more responsive to permits. There should also be a list kept of anything signed off on and presented to the board at the next regular meeting. This will be more of an information flow than bringing everything to the board.

- Grange Trustees also have a question on insurance for Grange Hall. When there are small groups that are not open to the public it is an expense for them to get the 1Million dollar rider for the event date and some have had difficulty obtaining them. They would like to waive the insurance in these circumstances. J. Pace stated that if the group was less than 10 people and not open to the public, he would leave that between the Grange Trustees and the Town Administrator to determine the insurance requirements. On the permit, it states that they are responsible for any damage to the building. B. Solomon asked if that would put the town under any liability. They could be if there was an issue with the building. If is something that the renter does, then it would be their liability. Structural issues are still on the town even if there is an insurance certificate on file at the town. K. Felch believes that there should be a parameter set by the board and not the trustees or Town Administrator. Private lessons are one thing and meetings are another, due to meetings being open to the public. J. Pace would be more comfortable starting out with a lower number than the 25 people that trigger the permit at the park. Guidance from the board is that if the Grange has a permit that has less than 10 people and is not open to the public the board authorizes the Town Administrator to sign off on the insurance requirements.
- Library monthly allotments from the budget. J. Pace stated that the library has a certain amount for the year and then we cut them a check for the remaining funds each month. K. Felch explained that the payroll is done weekly, but if we give them all of the operating expenses at once then there might not be enough at the end of the year to cover payroll. The library is still having the same issues as last year. The board talked about quarterlies and with the quarterlies they would get their last payment at the end of December. The library doesn't always have knowledge of the exact expenses that they will have, but the board might have some questions if the increased budget is not meeting their expenses. K. Felch will do up a spreadsheet on what we do now and some possible suggestions. The board will talk more about that later. K. Felch will go back to Susie and see what the issue is. Is it that she can't get the money when they want it or that the budget is not big enough? Is there some major purchase that needs to be made that they don't have enough for unless they have a lump sum? Is there an issue with what is needed? We need to know the issue to be able to help them.

- Approval of Board Minutes April 17th, 2023

B. Gustafson made a motion to approve the minutes from April 17, 2023, seconded by B. Solomon, all in favor.

M. Armstrong will get the bid information out for the Road Reconstruction this week.

• **Non-Public Session-**

B. Solomon made a motion to go into a non-public session at 9:08 pm under RSA91A:3, II (b,I), B. Gustafson seconded, all in favor.

Roll Call vote to enter nonpublic session: Joe Pace x__
 Bob Solomon _x__
 Bob Gustafson _x__

B. Solomon made a motion to exit non-public session at 9:35pm, seconded by B. Gustafson, all in favor.

Roll Call vote to exit nonpublic session: Joe Pace x__
 Bob Solomon _x__
 Bob Gustafson _x__

B. Gustafson made a motion to adjourn at 9:36pm; B. Solomon seconded all in favor.

Respectfully submitted,

Kathleen T Felch