

KENSINGTON BOARD OF SELECTMEN MEETING
95 Amesbury Road, Kensington, NH 03833
Meeting held virtually
MONDAY March 23, 2020 – 6:30pm
Minutes – APPROVED APRIL 6, 2020

In attendance: Joe Pace, Vanessa Rozier, Bob Solomon

At 6:34pm, Joe called the meeting to order. There was a virtual quorum present. It was noted that the requirement of a physical quorum has been temporarily waived under the Governor's Executive Orders.

COVID-19

The Board discussed the capabilities of the ZOOM platform used to host the virtual meeting. There was discussion on the document and screen sharing capabilities of the platform are. Vanessa and Kathy will work together to determine a best practice for presenting materials.

The Board discussed how they would handle signing documents. Ultimately, the Board would like to avoid going to the Town Hall, to minimize the people in that building, however all were willing if that was necessary. Several methods were suggested and discussed. Joe will contact the AG office for information as to how other municipalities are dealing with this and how to proceed.

The hours that office personnel are in the Town Hall were discussed. The Assessing Office has been maintaining their normal hours. Progress has been made for remote working. The Town Clerk's office is essentially closed with the exception of phone and email. Carol is still coming in everyday to process any online transactions. The Tax Collector's office has been open for phone and email concerns during normal hours. Carlene has continued to work regular hours. This week and next week will be especially busy for the Tax Collector. Sarah said that people residents are emailing or calling with questions and are still able to reach town government that way for answers to their questions.

Police Department:

Chief Cain reported that there have been some reduced hours for the administrative assistant, however she is still being paid for all normally scheduled hours. Chief Cain expressed some concern that there is potential for an increase in property crimes and domestic calls. Chief Cain spoke about the contingency plans for his department. Chief True was able to secure masks and face shields for the Police Department if necessary, though they are taking measures to limit person to person contact.

The town approved the purchase of radios for the Police Department at the election. ***At 6:59pm, Vanessa made a motion to authorize Joe to sign the purchase order for the radios that were just approved in the warrant article. Bob seconded. Joe clarified that it is a memo not a purchase order. All voted in favor.***

Trash/Recycling Contract

The Board reviewed the Southeast Regional Refuse Disposal District and Waste Management disposal contract. This contract will be renewed and then the Board will proceed with the Casella contract. Vanessa said that she received an updated contract from Casella today. The only concern she had was the indemnity clause. Joe and Bob felt that a contract of this size should be reviewed with counsel. The last BS Disposal trash pickup would be March 31st. The first Casella pickup date would be April 6th, a change to Mondays. Vanessa said the Casella marketing department is preparing a flyer to mailout to residents to make everyone aware of the change in day of the week for trash pickup. It was determined that if the contract is approved on March 30th, after the Board receives guidance as to how to proceed with signing documents, that would be sufficient time before the first pickup. Kathy and Vanessa will arrange to get the contract to counsel. Joe will call the AG hotline for guidance around executing documents. There was extensive continued discussion as to how to execute documents. ***At 7:23pm, Vanessa made a motion to sign in counterparts as discussed Amendment One Waste Disposal Agreement between Southeast Regional Refuse Disposal District and***

Waste Management of New Hampshire, Inc. and to sign the Joinder of Participating Community to Waste Disposal Agreement. Bob seconded. All voted in favor.

Other Business

- The Board will revisit the Appointment of the Building Inspector as his term is up in April of 2020.
- The contractual adjustment to Chief Cain's rate was briefly discussed. Joe will sign on behalf of the Board.
- Joe initialed the coversheet for payroll. Kathy will determine a temporary best practice for signatures of other Board members for payroll going forward during the COVID-19 orders.
- Minutes will be reviewed at the next meeting.
- The Board will follow up with Dave Buxton regarding the draft of the Request for Proposals.
- Tax Abatement relative to the Fire Station to be discussed at the next meeting.
- There was discussion regarding the Planning and Zoning Board meetings. There will need to be a determination made soon as to whether those Boards will still meet during the COVID-19 orders. There were concerns both with proceeding with the meetings and concerns not having the meetings. Vanessa said that the two Boards were surveyed for their technological capabilities as well as the comfort level of members with an online meeting. It was determined that not all members were entirely comfortable with the process of an online meeting. The Board reviewed Executive Order 12, which eliminates the requirement of a physical location. There was also concerns expressed about ensuring that abutters are able to be heard. Another point made was that the applicants would not be allowed to provide additional materials at the meeting as it would be happening online. There was discussion that Kensington needs to start following their own rules regarding deliverables. Vanessa will work on parameters to help determine how these Boards could proceed, which would then go to the Chair of each board.

At 7:49pm, Bob made a motion to adjourn. Vanessa seconded. All voted in favor.

Respectfully submitted,

Chelsea Lalime