

KENSINGTON BOARD OF SELECTMEN MEETING
95 Amesbury Road, Kensington, NH 03833
MONDAY March 16, 2020 – 6:30pm
Minutes – APPROVED MARCH 30, 2020

In attendance: Joe Pace, Vanessa Rozier, Bob Solomon

At 6:27pm, Joe called the meeting to order.

NEW BUSINESS

Swear in New Board of Selectmen Member

- Town Clerk Carol Beers-Witherell swore in Bob Solomon to the Board of Selectmen for a term of 3 years.
- **At 6:29pm, Vanessa nominated that Joe continue as chair of the Board of Selectmen. Bob seconded the nomination. All voted in favor.**

Committee Assignments

- The Board reviewed and assigned committee assignments.

Trash & Recycling Follow Up

- Vanessa explained that the Board received 3 bids for trash/recycling services. The Board reviewed a summary and comparison of the bids. The Recycling Committee was thanked by the Board for their tremendous effort and time that they spent working towards this. The committee prepared a list of pros/cons that the Board reviewed. The bidders were: Casella, G Mello, and Stateline. Brian Greshor from Casella was present to answer questions from the Board. After discussion comparing the three bids, the Board felt that the experience that Casella has would be beneficial to town and they may be able to better handle market uncertainty and technology changing. There was discussion on commodity value offset with Mr. Greshor. There was also brief discussion regarding the 53B contract that the town currently has in place and if that would be renewed. **At 7:01pm, Vanessa made a motion to accept the bid from Casella for the trash and recycling pickup and address the disposal end once the contract is completed. Bob seconded. Vanessa amended the motion include language that the contract would be null and void in the event the town did not appropriate money for future waste budgets. Bob seconded. All voted in favor.**

OLD BUSINESS:

Building Inspector Position

- Vanessa announced that Norman Giroux would be back as the Town Building Inspector for another year. Terms have been agreed to and there is an updated job description for the position that includes code enforcement to give him more ability to do his job. Instead of being paid commission, the position will be paid through salary. **At 7:10pm, Bob made a motion to sign the agreement, once prepared on letterhead between the Town of Kensington and Norman Giroux. Vanessa seconded. All voted in favor.**

OTHER BUSINESS:

Intent to Tax Personal Property

- The Board reviewed the Intent to Tax Personal Property notices. **At 7:15pm, Vanessa made a motion to sign two notices of Intent to Tax Personal Property, one for 217 North Haverhill Rd and one for 94 Amesbury Rd. Bob seconded. All voted in favor.**

MS232

- The Board reviewed the MS232. **At 7:18pm, Vanessa made a motion to approve the MS232 beginning January 1, 2020 to December 31 2020. Bob seconded. All voted in favor.**

Scope of Work for Auditors

- The Board reviewed the scope of work for Vachon Clukay & Company PC. **At 7:19pm, Vanessa made a motion to authorize Joe to sign the letter of understanding with Vachon Clukay & Company PC. Bob seconded. All voted in favor.**

Intent to Excavate

- The Board reviewed the intent to excavate. There were general discussions and questions about the intent to excavate requests. In order to ensure all Board members have a solid understanding of the Intent to Excavate, the request will be tabled until the next regular meeting.

COVID-19

- The Board explained that this past week, the Town has modified operations in all departments. Chief True, as Emergency Management Director gave a briefing on the current situation. Chief True said that as of this afternoon, there were 4 new positive tests in NH. Labcore and Quest have been testing, although there are also various pod locations and results are taking about 3-5 days. Currently there have been 567 people tested in NH. There have been many changes throughout the state as to how business is done.
- Town Clerk Carol Beers-Witherell explained that she is committed to providing services to residents. There are option to complete tasks online, which residents are encouraged to do. At this time, the DMV has not said that they will be extending registration renewals or 20-day temporary plates. She suggested that there be no walkup traffic and everything processed online. Chief True will address the issue of new registrations for new vehicles on a State Emergency Management conference call tomorrow.
- Tax Collector Carleen Wiggin stated that her office be closed to walkup traffic, but residents can use the mail or the drop-off box. The evening hours offered by the Tax Collector will be temporarily eliminated, though the Town will still pay Mrs. Wiggin for her regularly scheduled hours.
- There was discussion of access to the Town Hall building. Chief True will work with Chief Cain to ensure that the locks are addressed quickly and thus can be managed by Chief Cain. The building is indefinitely closed to all traffic other than relevant town officials and employees.
- Chief Cain explained that he has completed a contingency plan that is in place for his department. Chief Cain noted that there are concerns as there has already been an increase in the domestic calls in the State and anticipates that there may be a need for overtime for officers to meet the needs of the community.
- Chief True explained that there is a contingency plan in place for the Fire Department as there are mutual aid agreements in place. His biggest concern is personal protective equipment (PPE), and he has applied for more through the national stockpile. Chief True stressed that calling an ambulance will not get people tested for COVID-19 faster.
- The Town Hall building is closed to public/resident foot traffic. Residents can contact the town offices via email or phone. Any updates will be posted as necessary.
- Chief True introduced Jenny Leonard and Ben Cole to the Board. Jenny spearheaded an informal volunteer group to assist the more vulnerable populations of the community, or anyone who has concerns about leaving their house at this time. The process was explained to the Board. Residents will be able to use the Emergency Management non-emergency phone number at 603-772-1047 if they need assistance. There will be postcard going out to all residents to make everyone in the community aware of the program and providing the contact information. Chief True, Jenny Leonard and Ben Cole were thrilled to share that there have already been about 45 people who have volunteered! There was a brief discussion on volunteer coverage and of a Primex Volunteer form.
- Chief True encouraged anyone who has questions about anything going on to contact him.
- The Board discussed with Chief True how to handle upcoming meetings of various boards and committees in town. The discussion was centered around the potential risk of continuing to have these meetings at this time. Chief True will be in touch with the Governor's office for guidance on what other municipalities are doing during this time to address these issues. It was recommended that meetings be postponed until there is additional guidance as to how to move forward.

OTHER BUSINESS:

Wildlife Issues

- Chief Cain is looking into solutions to the beaver issues in town and has been in contact with NH Fish and Game.

Swearing in of Town Clerk

- Chairman Joe Pace swore in Carol Beers-Witherell as Town Clerk for a 1 year term.

Tax Levies

- **At 8:50pm, Joe made a motion to instruct the Tax Collector to pay all levies for 2019 principal tax amount. Bob seconded. All voted in favor.**

Deeding

- **At 8:52pm, Vanessa made a motion to deed Map 14 Lot 17 and Map 17 Lot 28 to the town due to unpaid taxes for 3 years. Bob seconded. All voted in favor.**
- **At 8:52pm, Vanessa made a motion to deed Map 15 Lot 3-2 to the town due to unpaid taxes for 3 years. Bob seconded. All voted in favor.**

Appointment of Access to Primex, HealthTrust and NHRS

- **There was only one employee with access to work in the Primex, HealthTrust and NHRS systems. At 8:55pm, Vanessa made a motion to authorize Joe to sign the HealthTrust authorized user form for Sarah Wiggin and Toni-Ann Capozzi-Gorski. Bob seconded. All voted in favor.**

BOS to authorize Chair to sign Benefits page for HealthTrust

- **At 8:56pm, Vanessa made a motion to authorize Joe to sign the transmittal for the addition of domestic partner coverage effective 2/1/2020. Bob seconded. All in favor.**

Sign Permit – North Road

- **The Board briefly discussed a sign permit request for North Rd. It was determined that the Building Inspector is in charge of signs.**

The Board reviewed bills and mail.

At 9:07pm, Vanessa made a motion to approve the minutes of March 2, 2020. Joe seconded. Bob abstained. Joe and Vanessa voted in favor. The motion passes.

At 9:13pm, Vanessa made a motion to adjourn. Bob seconded. All voted in favor.

Respectfully submitted,

Chelsea Lalime