

KENSINGTON BOARD OF SELECTMEN MEETING

Virtual Meeting due to COVID-19

MONDAY JUNE 1, 2020 – 6:30pm

Minutes – APPROVED JUNE 15, 2020

In attendance: Joe Pace, Vanessa Rozier, Bob Solomon

Joe called the meeting order at 6:33pm. 17 attendees present on Zoom at the start of the meeting.

DEPARTMENT HEADS:

- Police Department – Chief Scott Cain reported as follows:
 - The Police Department is working to ensure that they are in compliance for State Police systems.
 - A cooling fan will eventually need to be installed in the server room and the backdoor will need to be replaced. IT has been assisting to ensure compliance for computers. There is not supposed to be anymore admittance into the Police Department building which will create a problem as there is not currently an interview room.
 - FEMA related expenses have been submitted to Chief True.
 - New radios will be coming in a few weeks. KES will be given an older radio so there are two radios there and they can communicate directly with KPD, and the Animal Control Officers will each get an old radio as well.
 - Chief Cain explained there has been a recent increase in calls for service. He provided an overview for the Board.
 - Chief Cain would like to start looking into purchasing another vehicle to have for the PD. He explained how it would be used and added to the current fleet.
 - 2 PD employees were tested (negative) for COVID-19. The PD was decontaminated as a precaution.
- Fire Department – Chief Jon True reported as follows:
 - Sadly, lifelong member of the Department Bob Andrews, passed away recently. Thoughts and prayers are with his family and friends. Private arrangements are currently being made.
 - The FD has been busy in the community with the Memorial Day Celebration (view the video online), the tomato plant sale at the library, and 2 parades for graduates!
 - Quarterly payroll has been submitted for both FD and EM.
- Emergency Management - Chief Jon True reported as follows:
 - Chief True has been working with the Library, the Town Park and Town Hall on opening/phase-in plans. He has also been in contact with the school, PD and other businesses that are planning to open. To help address any concerns- there are (or will be) Chief True can help provide guidance documents for all kinds of businesses to begin opening including equestrian schools, sports, and others. Ask any business that may have any questions or needs assistance, please contact Chief True.
 - FEMA Grants will be submitted soon.
 - PPE and supplies will continue to be purchased requested by Town Buildings and various departments
- Road Manager – David Buxton reported as follows:
 - Dave had met with Bob Solomon to review the Road Reconstruction bids prior to the meeting. Dave and Bob summarized for the rest of the Board the differences between the two bids. Bell and Flynn's bid included more lineal feet and would take the paving the Exeter town line, as the RD Paving bid included about 700 fewer lineal feet. The Board discussed and compared the differences between the two bids. There was a brief discussion on the use of multiple vendors. Dave and Bob explained that after their review of the two bids, they recommended awarding the bid to Bell & Flynn. It was noted that Bell & Flynn has a 20-foot paver which would eliminate a joint and help prevent moisture, resulting in a higher quality product. **At 6:59pm, Vanessa made a motion to accept the proposal from Bell & Flynn for 2020 roadwork. Bob seconded. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, Joe voted yes. The motion passes.** The Board briefly discussed scheduling. There will need to be a pre-construction meeting with the FD and PD prior to the work starting. There was also brief discussion on contract language pertaining to COVID-19. Vanessa will work with Dave and Bell & Flynn to ensure that the contract includes the necessary language for COVID-19.
 - The damaged fence at the Town Park was discussed. Dave is working with Bruce Cilley to try and move things along, but the issue may need to be brought to Primex for resolution.

- Dave followed up with Cheeza to confirm that the clipping bid they submitted was inclusive of all of the work that the town was requesting. Dave would like to award to Cheeza as they confirmed they were comfortable with their original bid. **At 7:08pm, Bob made a motion to move forward with a vendor agreement with Cheeza for roadside chipping. Vanessa seconded. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, Joe voted yes. The motion passes.**
- Tax Collector- Carlene Wiggin had nothing to report.
- Building Inspector- Norman Giroux reported as follows:
 - Due to COVID-19, inspections have continued but on larger projects, Norman is requesting that no one be home at the time of inspection. There is a backlog growing of people not calling to schedule final inspections.
- Treasurer- Sara Belisle was not present.
- Town Clerk – Carol Beers Witherell was not present.
- Recreation Committee - Lili Spinosa reported as follows:
 - At the Recreation Committee meeting last Wednesday, the committee decided that due to the fact that there are so many concerns and possible barriers to holding a summer camp this summer, they are recommending that summer camp not be held this year. The committee publicly thanked and congratulated Jen Macek and Catherine Bannister on the work they had done on the camp thus far. This was a difficult decision to make and not the outcome that anyone had hoped for. A daycare option was considered, though decided against because it would likely result in a \$10K-\$15K loss for the town. Surcharges and cost increases for camp were considered, but it was ultimately decided against. **At 7:19pm, Vanessa made a motion to accept the recommendation of the Recreation Committee to cancel summer camp for 2020. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, Joe voted yes. The motion passes.** There was a brief discussion on ensuring that any funds received be returned or checks returned/destroyed.
 - Susan Gilbert suggested a drive-in theatre as an activity for the kids in town. She suggested that maybe the Recreation Committee, Library and Town could all work together on this.
 - There was a brief discussion on alternative options for Old Home Day.
- Conservation Commission – Sydnee Goddard was not present.
- Sawyer Kensington Trust- Hez Mercadante reported as follows:
 - The bathrooms are still not open.
 - There was discussion on a partial reopening of the park, to include fields, walkways and trails, but excluding the playground and bathrooms. There will be signage put up stating the playground is closed and groups of more than 10 are not permitted.

There was a brief discussion on the phased reopening plan for the library. Have not yet moved beyond the modified operations they have been operating under.

NEW BUSINESS

Liquor Permit for Eastman's Corner

- The Board briefly discussed the agro-tourism business at Eastman's Corner. Vanessa explained that she, Rob Chase (Chair of Planning Board) and Bruce Cilley met to better understand the agro-tourism business. The addition of beer and wine would not change the agro-tourism business and Vanessa and Rob felt there is no reason the license should be held up by the town. Chief True said that they are meeting the regulations from a Fire Safety perspective. **At 7:54pm, Bob made a motion to authorize Vanessa to write a letter on behalf of the Board letting the State know there is no comment on the state liquor license for Eastman's Corner. Vanessa seconded. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, Joe voted yes. The motion passes.**

Appointments- Planning Board and Rec. –

- The Board reviewed and discussed appointments for the Planning Board and Recreation Committee. IT was determined that there are 4 appointments expiring at the same time from the Planning Board and the Board voted to extend current terms so there were not so many appointments ending at the same time. There was discussion on the length of appointments. **At 8:02pm, Bob made a motion to approve the following appointments: Elaine Bodwell to the Recreation Committee expiring 2023, Glenn Ritter as an alternate to the Planning Board expiring 2023, Mike Schwotzer as a full member of the Planning Board expiring 2023, Mary Smith as a full member of the Planning Board expiring 2023, Jessica Minghella to the Recreation Committee**

expiring 2023. Vanessa seconded. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, Joe voted yes. The motion passes.

Resignation- Alt planning board.

- At the last Planning Board meeting, the Planning Board recommended to accept the letter of resignation from Chris Chetsas as Alternate Member as he is no longer able to participate. The Board agreed to accept this resignation.

Seabrook Gravel intent

- Vanessa requested more time to research the potential environmental impacts of excavation in the firing range. This topic was tabled until the next meeting.

Town Hall Phase opening and sheet review

- The Board briefly discussed the Town Hall reopening plan that Chief True prepared.

OLD BUSINESS:

Perambulations and Boundary Walkers

- The Board decided to table this discussion until Fall.

OTHER BUSINESS:

• Assessing Office – Kathleen Felch

- Elderly Exemption – ***At 8:20pm, Bob made a motion to approve the Elderly Exemption for Map 15 Lot 9 in the amount of \$180.00. Vanessa seconded. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, Joe voted yes. The motion passes.***

• Approval of Board Minutes- May 4, 2020, May 7, 2020, May 14, 2020, and May 18, 2020 –

- The Board reviewed the minutes from May 4, 2020. ***At 8:22pm, Vanessa made a motion to approve the minutes from May 4, 2020. Bob seconded. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, Joe voted yes. The motion passes.***
- The Board reviewed the minutes from May 7, 2020. ***At 8:23pm, Vanessa made a motion to approve the minutes from May 7, 2020. Bob seconded. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, Joe voted yes. The motion passes.***
- The Board reviewed the non-public minutes from May 14, 2020. The following changes were requested: correction of the spelling “citing” and a note that no actions were made. ***At 8:25pm, Vanessa made a motion to approve the minutes from May 14, 2020. Bob seconded. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, Joe voted yes. The motion passes.***
- The Board reviewed the minutes from May 18, 2020. ***At 8:26pm, Bob made a motion to approve the minutes from May 18, 2020. Vanessa seconded. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, Joe voted yes. The motion passes.***

• Heritage Commission Committee

- Joe is appointed as Liaison to the Heritage Commission and Bob is an appointed member of the Heritage Commission. Both cannot attend meetings or it would need to be noticed as a BOS meeting. The Board discussed and determined that Bob would resign as an appointed member and Bob will become the primary Liaison to the Heritage Commission and Joe will become an alternate if Bob cannot attend.

• The Board briefly discussed boundaries on Tannery Way.

• Employee Handbook Review

- The Board briefly discussed the Employee Handbook and potential policy on Rule of Engagement/Policy and Procedures for Social Media. The Kensington Town Facebook will go live soon. Kathy will coordinate with Joe for initial content generation.

The next meeting is June 15, 2020.

At 8:53pm, Vanessa made a motion to adjourn. Bob seconded. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, Joe voted yes. The motion passes.

Respectfully submitted,
Chelsea Lalime