

KENSINGTON BOARD OF SELECTMEN MEETING

Virtual Meeting due to COVID-19

MONDAY JULY 13, 2020 – 6:30pm

Minutes – APPROVED JULY 27, 2020

In attendance: Joe Pace, Vanessa Rozier, Bob Solomon

At 6:34pm, Joe opened the meeting. At the start of the meeting there were 16 participants on the Zoom call.

**At 6:35, the Board convened as the Board of Health.**

- Septic Waiver- 173 Drinkwater Road
  - Peter Landry of Landry Surveying presented to the Board on behalf of William Buxton for a waiver from Article VII D.2A VI. Mr. Landry summarized the plans to replace an existing septic system in a new location due to wetland setbacks and soil conditions. It was explained that the Town of Kensington requires a 4-foot separation from the bed bottom to the leachfield, which would force the landowner to have a pump system installed. The State of NH however allows a 2-foot separation so long as the system is being replaced but not expanded. Mike Cuomo of the Rockingham County Conservation district provided a letter to the Town on June 30, 2020 summarizing the situation explaining that local relief is needed. Additionally, the owner would need relief from Article 7 D.3 II relative to an existing 18-inch natural water table, which does not exist based on the test pits that were completed. The waivers requested would not jeopardize public health and adheres to state laws. It was explained that the waiver is the best option for the applicant. **At 6:46pm, Bob made a motion to grant the two waivers, relative to the 4-foot vs. 2-foot separations and the 18-inch water table. Vanessa seconded. A roll call vote was taken by Joe. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion carries.**
- Election protocols
  - Joe reported to the Board on the working election group that has been discussing the September primary election. The school will not be available in September; the election will be held at the Town Hall. The group has been working on traffic flow, separation and distancing, and needs to establish some guidelines from Board of Health, specifically that volunteers, coworkers, and employees, will be required to be masked in the meeting space on the day of the election. Additionally, no food or drink is to be consumed on the premises by any workers. The group suggested a maximum of 3-hour shifts for workers. There was brief discussion on signage recommending that voters wear masks, however, this is not something that can be required. There is another Town Clerk Forum tomorrow, so more information may be available after that. Residents are reminded that anyone can request an absentee ballot. **At 6:57pm, Bob made a motion as the Board of Health that poll workers will be required to wear masks at all times and must refrain from food and drink while inside the polling place. Vanessa seconded. A roll call vote was taken by Joe. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion carries.**

**The Board closed the Board of Health meeting at 6:59pm and reconvened as the Select Board.**

**DEPARTMENT HEADS:**

- Police Department – Chief Scott Cain reported as follows:
  - The Crows Feet Farm concert went well from a PD standpoint. There are no concerns regarding that event.
  - There was brief discussion on the proposed firearms purchase. Chief Cain summarized the expense for the Board and explained that the PD will be able to take part in a trade in program offered. This was an expense that Chief Cain has budgeted for. **At 7:01pm, Vanessa made a motion to approve the expenditure for firearms for the Police Department for up to \$5,000.00. Bob seconded. A roll call vote was taken by Joe. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion carries.**
- Fire Department – Chief Jon True reported as follows:
  - The ambulance went out for repairs last week and is expected back in service this Wednesday. Mutual aid partners have assisted for the 3 calls that have come in so far. Kensington still responds in the forestry vehicle.
  - The Department assisted Hampton Falls in testing their new fire engine at the Tannery Way cistern on Thursday.
  - Chief True will provide a summary of the updated budget at the next meeting.
  - Residents are reminded to be careful with downed trees and power lines. Call 911 to report them.

- Residents are also reminded to hydrate as much as possible with the heat and check on neighbors. Call if you need assistance.
- Emergency Management - Chief Jon True reported as follows:
  - The Emergency Management team has been working closely with NH HSEM to obtain grants, reimbursement and supplies for handling the pandemic. The first project has already been submitted to FEMA and the next is underway. These are often 75/25 grants and Chief True is seeking additional funds through the GOFFER grant. A reminder to departments to submit paid invoices to Chief True as soon as possible.
  - Chief True has met with KES Principal Ruel to discuss assisting the school with obtaining equipment and PPE.
  - Chief True will need to meet with the Grange Trustees to see if plans will need to be made for events.
  - The Seabrook Station drills will be on September 30, 2020 and the graded exercise will be on December 7, 2020.
- Road Manager – David Buxton reported as follows:
  - Roadside mowing has been completed.
  - Potholes on Moulton Ridge Rd have been addressed.
  - Dave will begin working on having standing dead trees addressed.
  - Dave hopes to have plowing contracts in place by the end of August.
  - The contract with Bell & Flynn was briefly discussed. There was concern that there is no clause for PPE and the Board wants to ensure that the Town would not have any liability as it related to provisions of safety equipment. **At 7:15pm, Vanessa moved the approve the contract with Bell & Flynn with an amendment to #2 on page 1 of the contract, adding safety equipment to the list of materials being furnished by the contractor. Bob seconded. Vanessa amended her motion to include that the contract is in the amount of \$201,040.00. Bob seconded. A roll call vote was taken by Joe. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion carries.**
  - Dave will get quotes to remove the old culvert on Moulton Ridge Rd.
  - There was brief discussion on the fence at the Town Park. The Trust will be sending a letter to Palmer Oil along with the bill for repairs.
- Tax Collector- Carlene Wiggin –
  - The Governor has removed the stays concerns tax liens or deeding in the state.
  - The Board briefly discussed the deeding process. **At 7:25pm, Vanessa moved to instruct the Tax Collector to begin the deeding process for Map 14 Lot 7 and Map 17 Lot 28. Bob seconded. A roll call vote was taken by Joe. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion carries.**
  - There are only 5% of tax bills that are still outstanding.
- Building Inspector- Norman Giroux was not present.
- Treasurer- Sara Belisle was not present.
- Town Clerk – Carol Beers Witherell was not present.
- Recreation Committee- Elaine Bodwell was not present.
- Conservation Commission – Sydnee Goddard was not present.
- Sawyer Kensington Trust- Hez Mercadante reported as follows:
  - The Trust will meet on Wednesday at 5:30pm at Sawyer Park.
  - There are no changes to opening plans for the park. The bathrooms are closed and the playground is use at your own risk.
  - A free library booth has been constructed and will be going up in the Park
  - There have been complaints about dogs in the park and dogs off leash in the park. Dogs must be leashed and are not allowed on the fields.

#### NEW BUSINESS:

Update on active Open-Air Assembly Permit-178 Drinkwater Road -

- Chief True explained that the Emergency Plan was created and everything went well. There will be minor changes for the future, but that will make things easier going forward. Chief True recommended to the Board that the number of participants could potentially be increased to 300 safely.
- Karen and Peter provided a summary of the event to the Board. Approximately 100 tickets were sold with approximately 60% of tickets to Kensington residents, however only 70-80 people actually attended.

Temperatures were taken upon entry. It was noted that there were frustrations expressed by other residents with the road barriers and there was brief discussion on removing the barriers so they would not be up for the entire length of the event, only at the start and end. Bob said he attended the event and found it to be very enjoyable. There was some discussion on the sign and the applicants were made aware that they would need to go through the sign permitting process. Karen requested that the Board increase the number of participants allowed to 200 people. **At 7:48pm, Bob made a motion to increase the open air assembly permit from 100 to 200 people, with the continued option to review in the event of any problems.** Vanessa and Joe expressed concerns regarding the increase of the number. Chief True stated that they could have a larger crowd while still maintaining social distancing. The Board reviewed photos provided by Chief True. **Bob withdrew his motion due to lack of second. At 8:00pm, Bob made a motion to increase the open air assembly permit from 100 to 150 people. Vanessa seconded. A roll call vote was taken by Joe. Vanessa voted yes, Bob voted yes, and Joe abstained. The motion carries 2-0-1.**

#### Kensington Library- Outdoor movie discussion

- Dana Donovan addressed the Board on behalf of the Kensington Public Library to explain that the Library would like to host an outdoor movie. The Library has already been in contact with a company that brings the necessary equipment, all the Library would need to provide is the electrical outlets and DVD (the Library would handle the licensing). Other libraries in nearby towns have been able to do this safely. Dana summarized the plans for the event(s). There would be no cost for attendees, but participation would be limited to 15 cars. No food/drink would be provided or sold and there would be no school yard access; attendees must remain in their vehicles. The proposed venue is the KES parking lot. The Library will also be going before the KES School Board for permission to use their parking lot. Chief True said that as long as they maintain what has been described, they would be meeting the State guidelines for drive in movies. It was suggested that if the KES School Board approves, the Library submit an open air assembly permit to the Town.

#### Town Hall Phase opening- discussion/status

- The Board discussed the reopening status of the Town Hall/Town Offices. Chief True has checked with other similar towns as to how they are handling the reopening and found that there is a variety of situations: some are open, some are closed, and some are operating under a hybrid model. Many other towns are operating by appointment only. The Town Employees present on the Zoom call stated that they have been happy with how things have been operating and feel they have been able to meet the needs of the Town. Alternative means of communication for people to voice concerns or frustrations were discussed, so that Kensington Connects Facebook page does not become the place for this as issues there may not be addressed timely. Dana Donovan suggested a town-wide mailing with phone numbers for those residents who have limited or no computer access for email and online processing. It was suggested that the data on the voice mailbox be expanded. The meeting room was also discussed. Chief True asked for the Board to provide feedback on reopening the meeting room. There were concerns with a hybrid model that attendees in person may have an increased presence and easier time than those opting to attend remotely. This will be further discussed at another meeting.

#### Old Home Days discussion

- The Recreation Committee is still working on options. There is no new information.

#### Selectmen's Permit

- The Board and Department Heads briefly reviewed the Selectman's Permit. It was determined that this permit still needs modifications in order to serve the purpose it was intended for. This will be discussed at a future meeting.

#### **OLD BUSINESS:**

##### Seabrook Intent to Excavate

- There was no update.

##### Adopt a Visibility Site Application- discussion on section of the road

- It was suggested that a letter be send to the applicant including the feedback from the Road Manager.

**OTHER BUSINESS:**

- Meeting date for Franchise Agreement – Set Date
  - Joe will coordinate with Kate and Kathy to find a time that will work with everyone.
- Veterans Tax Credit
  - ***At 9:15pm, Bob made a motion to approve the Veteran’s Tax Credit for Tax Map 14 Lot 7 and Tax Map 11 Lot 40-4. Vanessa seconded. A roll call vote was taken by Joe. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion carries.***
- Approval of Board Minutes- June 29, 2020
  - ***At 9:16pm, Vanessa made a motion to approve the June 29, 2020 meeting minutes. Bob seconded. A roll call vote was taken by Joe. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion carries.***

The next meeting will be on July 27<sup>th</sup>, restart 1st and 3<sup>rd</sup> Monday in August.

***At 9:17pm, Vanessa made a motion to move into non-public session under RSA91A:3, II (a and c). Bob seconded. A roll call vote was taken by Joe. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion carries.***

***At 9:52pm, Vanessa made a motion to exit non-public session. Bob seconded. A roll call vote was taken by Joe. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion carries.***

***At 9:53pm, Bob made a motion to adjourn. Vanessa seconded. A roll call vote was taken by Joe. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion carries.***

Respectfully submitted,

Chelsea Lalime