

KENSINGTON BOARD OF SELECTMEN MEETING  
Virtual Meeting due to COVID-19  
MONDAY September 28, 2020 – 6:30pm  
Minutes – DRAFT-WILL REMAIN IN DRAFT FORM

In attendance: Joe Pace, Vanessa Rozier, Bob Solomon

Joe called the meeting to order at 6:31pm. At the time the meeting was called to order, there were 14 participants on the Zoom call.

**DEPARTMENT HEADS:**

- Police Department – Chief Scott Cain reported as follows:
  - The owner of 10 Trimble Trail is looking to clean the brush in the center of the cul-de-sac to be able to see the kids playing. Chief Cain said there is no police issue here, and told the resident that he didn't know if the town would get involved with the cleanup, but possibly could be a neighborhood activity.
  - There is an issue with the police vehicles being dented by debris falling from the trees in the Town Hall lot. There will need to be repairs made to the cars and the trees addressed to prevent this issue in the future. Dave Buxton aid he will talk to Seacoast Tree for budgeting purposes for 2021 to have the trees removed, and will also reach out to other companies.
  - Drinkwater Rd has been closed several times while utility poles are being replaced. Approximately \$3,200.00 was brought in from details.
  - There was an issue with someone claiming to be a resident requesting a parade. They no longer lived in town.
- Fire Department – Chief Jon True reported as follows:
  - Preventative maintenance and inspections have been completed on engines with no major issues found.
  - Fire prevention week is October 4-10. Chief True is working on videos for the library and school.
  - The radio grant was not awarded to Kensington. Chief True is working on a plan to address the issue. Seems that there could have been a zip code issue, will be filing an appeal.
  - There has been a statewide posting of no open burning on state/public land. Approved pits can still be used with extreme caution. If this storm doesn't help, we may shut down burning town wide (a lot of surrounding communities have already).
  - Fire Ponds are very low. There is a contingency plan in place.
  - The Board and Chief True discussed a letter to the town with information about the drought and discussed making suggestions and voluntary restrictions such as not watering lawns. Chief True is concerned that wells could dry up. There was also discussion of making a list of those who do not adhere to the guidelines to be used in the event that a well dries up, assistance may be limited.
  - Chief True looked at the options for the software, what was proposed with the Building Inspector will not work.
- Emergency Management - Chief Jon True reported as follows:
  - The Board reviewed the grant for updating the emergency management plan. **At 6:47pm, Vanessa made a motion to authorize moving forward with NH Emergency Management Performance Grant application to update the Kensington Local Emergency Operations Plan and authorizing chief true to sign any subsequent documents related to the grant. Bob seconded. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion passes.**
  - Chief True is working on the GOFERR 2 and FEMA Project 2 grants which will be submitted in late October.
  - A new COVID-19 questionnaire will be sent to all departments.
  - Chief True is working with KES to get supplies, PPE, etc. as requested.
  - There was a brief discussion regarding purchasing equipment for opening of the Town Hall in the future. The Board felt they were not ready to move ahead with a discussion on opening at this point.
  - Supervisors of the Checklist have requested to have a meeting prior to the November election. Chief True will work with them to coordinate the meeting and will assist with necessary cleaning.
- Road Manager – David Buxton reported as follows:
  - Drinkwater Road road reconstruction has been completed.

- The Board opened and reviewed proposals for snowplowing. The proposal from BS Disposal was for town roads and provided hourly and monthly rates for various equipment based on a year to year agreement for 3 years provided the agreement is satisfactory to both parties. A representative from BS Disposal offered to present the proposal and answer questions at a later time. Dave said that he may ask for participation from other departments for contributions to snowplowing as the highway department is paying for all of it. The Board would like BS Disposal to explain their proposal.
- Tree removal contracts have not yet been received. Dave will work on getting these before the next meeting.
- There was discussion on accepting Tannery Way as a town road. It was suggested that the town engineer complete a walk through to ensure the road and drainage infrastructures have not deteriorated. John Ricci, the owner has requested that town take the road over. Included in the site visit should be the Town Engineer, Road Manager, Police Chief, and Fire Chief. The Board agreed that if the site visit is satisfactory to all participants, this should be a town article on the warrant in March. There was brief discussion on the release of the bonds. Dave suggested holding the bond until the Town formally accepts the road in March. John Ricci agreed.
- There was brief discussion on the cul-de-sacs in town and children playing. Dave says he does not promote children playing in the roadway, however signs will be installed stating Children Playing.
- Hez Mercadante stated that Wild Pasture Rd still has an area that needs to be addressed. Dave will work on this.
- Tax Collector- Carlene Wiggin was not present.
- Building Inspector- Norman Giroux was not present.
- Treasurer- Sara Belisle was not present.
- Town Clerk – Interim Sarah Wiggin reported as follows:
  - The Supervisors of Checklist are planning a meeting for October 26 at 7pm.
  - All absentee ballot requests have been entered and should be mailed out by Saturday. Sarah has met with Harold Bragg and decided that if residents have not received their requested absentee ballots by Wednesday, please reach out to Sarah.
  - There was a brief discussion on Town Clerk hours. They have been updated on the website.
- Recreation Committee- Elaine Bodwell was not present.
- Conservation Commission – Sydnee Goddard- LOA with SELT – Jeremy Lougee reported as follows:
  - Jeremy Lougee, a representative from SELT, addressed the Board regarding Article 8 from the 2020 Warrant Article where the Town approved up to \$25,000.00 toward a conservation easement on Moulton Ridge Town Forest. The Conservation Commission matched that amount and has been working on completing the easement. There is a Letting of Understanding which provides rules and responsibilities of SELT and the Town of Kensington. The Conservation Commission has reviewed and approved this but the Board also needs to review and sign as both have interest in this. Letter of understanding provides rules and responsibilities of selt and the town to complete the easement. There was discussion on the deed, and it was explained that the deed would be presented to the Board before it is finalized. There is a target completion date of no later than December 31, 2021 however it will likely be much sooner than that. **At 7:23pm, Vanessa made a motion to approve the Letter of Understanding between the Town of Kensington and SELT. Bob seconded. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion passes.**
- Sawyer Kensington Trust- Hez Mercadante reported as follows:
  - KES Cross Country has installed signs for trails throughout the Town Park. They do not want kids on Trundlebed Rd so there may be changes to the normal route.
  - No activities are being scheduled at the park and bathrooms remain closed.
  - Hez asks that fellow residents keep in mind that Trustees of the park are elected non-paid officials and are doing their best to follow guidelines and the laws without bankrupting the park. Please be respectful of that.

## NEW BUSINESS:

Concert Series- Karen Parker Feld-update

- Karen Parker Feld and Peter Feld addressed the Board to discuss their concert series this summer. They extended their thanks to the Board, Chief True, and Chief Cain for their assistance and support. They had great feedback from attendees and provided statistics to the Board on the attendance. There has not yet been a decision made as to whether this will be continued next summer, but Karen and Peter stated that they would not ever want to have more than 200 people attend a concert as they felt there was beauty in it not being so big. Chief True said they

were very easy to work with and he has no concerns about working with them again. Chief Cain said that from his perspective all went smoothly and they did everything they said they would do. Karen and Peter provided an update to the Board for future plans for the farm that they will likely be coming to the Town for approval of. The Board asked that if they do decide to host the series again next year, that the planning start early so there is no rush to make decisions and plan.

**At 7:41pm, Vanessa made a motion to reconsider the motion related to the Emergency Management Performance Grant. Bob seconded. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion passes.**

**At 7:42pm, Vanessa made a motion accept the terms of NH Emergency Management Grant application as presented in the amount of \$4,000.00 to update the Kensington Local Emergency Operations Plan. Furthermore, the Board acknowledges that the total cost of the project will be \$8,000.00 in which the Town is responsible for a 50% match (\$4,000.00). Additionally, the Board authorizes EMD Jonathan True to be the point of contact for the project and is authorized to sign any further documents related to the grant and its completion. Bob seconded. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion passes and replaces the language from the prior motion.**

#### Halloween Discussion

- The Board discussed options for Halloween. The State has issued minimal guidance with no recommendation encouraging or discouraging Trick or Treat. The Board felt that participation in Trick or Treat can be a personal choice for all. It was suggested that the Recreation Committee explore additional options for families who do not wish to participate in traditional Trick or Treat creating a more controlled environment. It was noted that the possibility of a separate event could further interaction/exposure between families. Trick or Treat is scheduled for October 31<sup>st</sup>. Chief True has spoken with other local Chiefs and gave some suggestions for alternative options. It was suggested that if the Recreation Committee decides to host an event, it be on a different night than Trick or Treat. Bob will reach out to the Recreation Committee regarding this.

#### OTHER BUSINESS:

##### Avitar Quote

- Kathy Felch presented the Avitar quote for online access with prorated amounts. The Board reviewed and discussed. **At 8:00pm, Vanessa made a motion to approve the software agreement with Avitar for access to the Internet Kiosk and Online Data Hosting with Map Bundle for a total annual amount of \$1,614.00. Bob seconded. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion passes and replaces the language from the prior motion.**

##### Abatements

- The Board reviewed an abatement request for a campground trailer on Map 17 Lot 10-98 in the amount of \$3.00. At 8:02pm, Vanessa made a motion to approve the abatement in the amount of \$3.00 for Map 17 Lot 10-98. **Joe took a roll call vote. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion passes.**
- The Board reviewed an abatement request for a campground trailer on Map 17 Lot 10-104 in the amount of \$65.00. At 8:03pm, Vanessa made a motion to approve the abatement in the amount of \$3.00 for Map 17 Lot 10-104. **Joe took a roll call vote. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion passes.**

The Board will approve minutes at the next meeting on October 5<sup>th</sup>, 2020.

The Board briefly discussed the MDNA. At 8:08pm, Vanessa made a motion to approve the 2019 MDNA for the audit. Bob seconded. **Joe took a roll call vote. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion passes.**

**At 8:10pm, Vanessa made a motion to enter into nonpublic session under RSA91A:3, II (A and E). Bob seconded. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion passes.**

***At 9:01pm, Vanessa made a motion to exit nonpublic session. Bob seconded. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion passes.***

***At 9:02pm, Bob made a motion to adjourn. Vanessa seconded. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion passes.***

Respectfully submitted,

Chelsea Lalime