

KENSINGTON BOARD OF SELECTMEN MEETING

Virtual Meeting due to COVID-19

MONDAY November 16, 2020 – 6:30pm

Minutes – APPROVED FEBRUARY 1, 2021

In attendance: Joe Pace, Vanessa Rozier, Bob Solomon

At 6:32pm, Joe called the meeting to order. At the start of the Zoom meeting, there were 15 participants on the call.

Lynn Monroe from the Heritage Commission addressed the Board regarding the Plan NH Charette from 2017. She explained that the Heritage Commission would be willing to spearhead the restart of the Charette Committee, with a particular interest in the Town Center. There was discussion on which individuals were previously involved in the Charette Committee. The Board agreed that this shouldn't be something that the Heritage Commission owns, but they could possibly assist in forming the committee. It was suggested that the Heritage Commission also contact the Planning Board. Bob will coordinate with Lynne to form a Town Center focused working group.

Matt Krapf, a representative for the Seabrook Water Department Source Water Protection Program addressed the Board with Geosphere. Evie Wasson, George, and Matt thanked the Board for having them on the agenda. It was explained that in 2017, Kensington was asked to participate in the Seabrook Water Department Protection Program and chose not to, however this program runs on a 3-year cycle, so the opportunity is available again. Through this program, an inventory of businesses that could pose a potential contamination risk to the aquifer is generated. Geosphere then works with the Town of Seabrook to raise awareness and encourage proper handling of any possible contaminants. If Kensington chose to participate, there would be minimal costs to the Town. There was discussion on the possible reasoning that the Board at the time voted to not participate. It was stated that there is potential liability for a landowner as a result of this kind of activity through a DES regulation, however Mr. Krapf stated that he has never seen something go to that extent in his experience. Generally, there was support from the Board although there was interest in hearing from individuals who may be directly impacted by such a decision from the Board. The Board requested a memo outlining the nature and structure of the program.

DEPARTMENT HEADS:

• Police Department –Chief Scott Cain reported as follows:

- There was a significant drug arrest in Town recently.
- In a recent search of a known drug dealer's vehicle, the occupant stated that they were infected with COVID-19. There is some concern that this will become an increasing issue. VIN checks will be suspended and reports will be completed online. Transports will also be limited in an effort to prevent officers from being exposed.
- The cameras on the doors at Town Hall need to be updated. The quote from Granite State Security and Surveillance is \$2,264.00 for the cameras and an addition \$3,300.00 to update the storage program for both the new and existing cameras. This expense would likely come out of Building Expenses. There was additional discussion of signage and handrails that would also need to be installed. The Board will review this issue again at the next meeting

• Fire Department – Chief Jon True reported as follows:

- KFR has been approved for rapid testing and test kits for first responders have been ordered. They expect that to be open to essential (TH, school) workers soon.
- Chief True has requested quotes for new attack lines.
- Vanessa and Chief True met with neighbors regarding the status of flooding on the Drinkwater Road pond due to beavers. Chief True has spoken with a "fur biologist" from NHFG who is forwarding me some contacts and companies that have a full-service contract to reduce or eliminate the problem.
- Last week hydrants were tested and the water levels are better, although still low. All water was recycled and not wasted.

- Radio grant is starting to be written, and will include some infrastructure for FD, PD, school and DPW. We are looking into the feasibility of a cellular tower on the FD site.
- Chief True has been attending online meetings to review ambulance billing. It appears we should be ready for an Medicare audit (all area depts have to do it) in the next two years.
- There was a brief discussion regarding the possibility of selling ENG 1- a 1992 International pumper. Chief True stated that in trade the town may might get \$10-15K, but right now FDs and individuals are paying more than that to have pumpers for fighting wildland fires out west. He would like to investigate this further, as we may have enough money to purchase a piece of apparatus that would suit our need better depending on the sale. (Tanker or mini pumper/rescue). ISO ratings wouldn't be affected if the equipment is sold on a short term basis.
- Emergency Management - Chief Jon True reported as follows:
 - We have submitted the SoS grant (around \$4000.00), the EMPG grant for the second electronic sign (\$15,000) the GOFERR 2 grant (around \$29,000) and the LEOP grant (\$4000.00). There is another one to submit to FEMA for expenses and expect that to be around \$10,000 by December.
 - We have received our Hazardous Mitigation Plan and now need to accept and adopt it. Chief True requested a public hearing for this at the next Board meeting. This will be on the website for viewing by the public. A huge thank you to anyone who participated, please admire your work! If someone needs a printed copy, please contact Chief True by phone or email.
 - Members are needed to update the Local Emergency Operations Plan. Meetings will be via Zoom. If anyone is interested please contact Chief True. Town Boards, departments and administration need to attend. This determines the course of action the Town takes during a multi-agency emergency condition.
 - The Board discussed the memo from Chief True dated November 12, 2020 pertaining to COVID-19. The Board discussed the possibility of needing to make adjustments to the current practices with regard to the Town Hall being open, etc.
- Road Manager – David Buxton reported as follows:
 - Seacoast Tree will be in Town working for approximately 2-3 days beginning tomorrow.
 - Sand and salt will be delivered tomorrow.
- Tax Collector- Carlene Wiggin reported as follows:
 - Tax bills were printed this afternoon and will be in the mail no later than Thursday. The due date will be on December 21st, 2020.
- Building Inspector- Norman Giroux reported as follows:
 - Norman had provided a letter to 177 South Rd for the Board to review. There was a significant amount of work done with no permits pulled. The Board had no problem with the letter and asked that they continue to be updated.
 - There is an ongoing issue regarding final inspections. Norman would like to start including a note that is attached to the application reminding residents that they will need to call for a final inspection and if he is not called, there are penalties (still TBD). There needs to be a level of accountability. Multiple options were discussed including requiring that a permit be paid a second time, charging double as a penalty, or requiring a deposit. A public hearing would need to be held to set a fee.
- Treasurer- Sara Belisle was not present.
- Town Clerk – Interim Sarah Wiggin reported as follows:
 - The Town Clerk's office has been very busy. The election went well and Sarah is grateful for all the help that day!
- Recreation Committee- Elaine Bodwell was not present.
- Conservation Commission – Sydnee Goddard reported as follows:
 - Sydney had a conversation with the abutter to Hodges Conservation Land that was suspected of putting the yard debris on the land and removing rocks from the stone wall. The landowner had disagreed with the items in the letter, asking if there was a survey available. That evening, Sydnee received an email from the landowner letting her know the stonewall had been closed up and that they do not plan to put any more yard debris down. The Forest Society was contacted for baseline documentation and survey to ensure that it is indeed town land and to gain a clear understanding of property lines.
 - The conservation easement language for the Moulton Ridge Conservation area has been approved unanimously by SELT. Sydnee and Joe will be the signatories on behalf of the Town.

- Sawyer Kensington Trust - Hez Mercadante was not present.
- Kensington School Board – Jenny Leonard reported as follows:
 - This will be the first full week of in-person school. So far, things seem to be going very well.
 - Everyone is being hypervigilant and is so proud of the kids. Jenny said that she has spoken with Nurse Heather who feels comfortable with the safety efforts even as numbers around might be rising.

NEW BUSINESS:

Voting Machines

- there have been several RTK requests pertaining to the election. Joe has been in communication with the AG office and it was determined that information the Town has can be provided, but there is no requirement to generate new information that doesn't already exist. Any questions pertaining to software of voting machines should be directed to the Secretary of State office.

Voting Booth

- There have been conversations about purchasing additional voting booths. The 4 station booths have worked well. Additionally, Sarah said that the Supervisors of the Checklist could use a new laptop and there are several other voting-related technology items that are important and could be considered for purchase if there are funds available in the budget.

Budget Review and future meeting dates

- There will be several upcoming budget meetings. The scheduled meetings will occur via Zoom on Monday November 23rd and Monday November 30th, with the option to add more meetings if needed.

OLD BUSINESS:

Quotes for tree removal from town hall

- The Board reviewed two quotes for tree removal on town-owned land. Bolduc Tree Service quoted \$6,600.00 and Royal Green quotes \$6,000.00. Trees have been clearly marked and the same scope of work was used for the quotes. **At 8:38pm, Vanessa made a motion to approve the Royal Green quote to remove the trees at Town Hall for \$6,000.00. Bob seconded. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion passes.**

OTHER BUSINESS:

- Assessing Office – Kathleen Felch reported as follows:

- There is a Veteran's Tax Credit for the Board to review. **At 8:39pm, Bob made a motion to approve the Veteran's Tax Credit for Map 6 Lot 34. Vanessa seconded. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion passes.**
- The tax rate has been set. The Board reviewed the memo from Avitar regarding the DRA Assessment to Sales Ratio and Equalization Ratio. The preliminary sales ratio is 91.2% based on recent sales. There were concerns from the Board that this may be moderately low. **At 8:46pm, Vanessa made a motion to approve the equalization ratio. Bob seconded. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion passes.**

The Board reviewed minutes from November 2, 2020. **At 8:50pm, Vanessa moved to approve the November 2, 2020 minutes as written. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion passes.**

The Board reviewed the snow removal contracts. **At 8:50pm, Bob made a motion to approve the snow removal contract with Matrix. Vanessa seconded. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion passes. At 8:51pm, Bob made a motion to approve the snow removal contract with D&S Disposal. Vanessa seconded. Joe took a roll call vote. Vanessa voted yes, Bob voted yes, and Joe voted yes. The motion passes.**

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

The next regular meeting will be on December 7, 2020. There will be budget meetings on November 23, 2020 and November 30, 2020.

Respectfully submitted,

Chelsea Lalime