

**TOWN OF KENSINGTON
BOARD OF SELECTMEN MEETING
Kensington Town Hall
95 Amesbury Road
Kensington, NH 03833
MONDAY
January 16, 2017
Meeting Minutes-Draft
6:30 pm**

In Attendance: Norman DeBoisbriand, Peter Merrill, Robert Wadleigh

Norman opened the meeting at 6:30pm.

Chief Sanders reported that he had attended a meeting earlier that day for an NAACP event.

He also reminded the board that he had signed the police department up for an online training course that will offer 160 different courses. He is able to assign the officers with training that is mandatory for them to complete, and it can be used towards their certification. This program is at no extra cost for them to attend because they are able to complete on duty.

There were a few items for police department that might need to be addressed soon, including the door to records storage area, the locker room, and possibly adding a door to the police department for privacy when discussing non-public issues with people.

The Chief reported that the police department had 5928 calls for services last year and 168 arrests. They are seeing the service calls for business and house checks increase as well. They are very happy that towns people are using this service and feels that attributes the low amount of burglaries.

Chief reported that there are still issues with the ice pond on Drinkwater Road by Unitil. People parking in front of the hydrant, and the town needs to have that open for emergency vehicles. He is requesting that the town put up no parking between signs so that area says open.

Chief Charlie LeBlanc reported that he had a letter from Comstar. Kathy will call and verify with Comstar who needs to sign the form for the town. Bob asked if this is to go to two bills instead of the one for the residents? Kathy stated that was a different issue and has been taken care off.

David Buxton expressed that he asked Chris to do a town wide patching, and remove branches throughout town. Peter asked that process be put in place with for the plowing at the town hall so that the spaces in front of the building can get plowed. David suggested having the police department call Chris when the cruisers have been moved. The process will be worked out. Peter expressed that there has been ice and debris left after the storms by the front door. Bob asked if the hole on Wild Pasture road has been fixed, David has not checked. Elizabeth Elway stated that she did see that it was fixed today.

Bob Gustafson reported that the projection system is eligible for a grant and he will start the process on that. He has also been approved for the EOC grant and wanted to know if the purchases could be made by him and he would get reimbursed. The board was okay with him purchasing the items, but will work out a process for the future. He also asked about the emergency management trailer and where it should be relocated to. There were suggestions made for it being located at the parking lot across the street in a container, or behind the town hall. The board is still looking at options, but would like it left where it is until spring.

Dawn Frost, Town Clerk, reported that her deputy, Carol Beers-Witherell, has completed her training and will be working with Dawn until she is more comfortable on her own. She reported that the dog tags were ordered in November, but have not been received yet. She is currently taking the registrations in and will mail out the tags once they are received. There is also a program available for the dog officer and police department so that they can have access to the up to date data base. This program is \$300 yearly and thinks that the dog officer has money in her budget.

She passed out a sheet that she has come up with for town officers on the ballot this year, as well as the ones that will need to have appointments redone in 2017, she would like the board to review and get back to her with any comments. She would like to discuss the election and the process. Peter expressed that he spoke with Harold on Friday and found out earlier today he was not able to make the meeting tonight. Dawn thought that he wanted to get together with the board and make sure everyone is on the same page for the deliberative session, since he had just come back from training. Norman cautioned the other board members that all concerns should be addressed in a public session. He continued that the moderator is the one who runs the deliberative session, so if there are new changes, he as the moderator is able to make the necessary changes. The deliberative session will be February 8th at 7:00pm at Kensington Elementary School Gym, right after the Kensington School Board deliberative session at 6:00pm.

Dawn expressed that the filing period is going to be from January 25, 2017 through February 3, 2017.

The supervisors will be holding their meeting on January 24, 2017.

She would also like to have a phone located on her desk that has the ability to transfer calls. The board was agreeable to this request. Dawn is fine with Kathy coordinating John to come in.

The DMV will be closing their offices in February, so there may be some disruption of services for the registrations.

She is also happy about the new website being implemented soon.

Donna stated that Emily was in attendance to discuss the Summer Camp. Peter stated that the boards concern was to have the hiring process outlined and detailed. Anyone who is hired is a town employee.

Norman asked if there was a job description for the counselors, and if there is that the board would like to review it. The board wanted to discuss the whole hiring process within the next month during a work session, so that the process could work for this year and future years. The board will look at the handouts Kelsey had emailed and discuss with the Recreation Committee at a work session. Donna stated that they need to know if it is okay to have the summer camp and start advertising it now. The board does not have questions on whether the summer camp can be held, they just want to be clear on the process.

The process will be clarified in a work session with the recreation department and the summer camp directors. Monday January 23, 2017 at 6:00pm.

Norman made a motion for the summer camp to operate this year, Bob seconded, all in favor.

Donna approached the board with the contract for the DJ, which has Donna listed and not the Town. There was also the Alnoba contract for the rental that stated the town would be responsible for costs if the dance was canceled. Peter would like to see an estimated cost associated with the contract, not just that the town would be responsible. Donna will ask Carol to clarify, and have the DJ and the photo booth contract ready for the work session next Monday night.

Norman made a motion to approve the contract for ALNOBA, with the contingency that they get a cost estimate, Peter seconded, all in favor.

Norman made a motion to approve the A&B contract for the DJ for \$250.00, Peter seconded, all in favor.

Donna asked about the pond on Trundle Bed and that people have been ice skating on it. She would like to move the sign from the park down to the pond. Peter would like to run this by the insurance company to see what kinds of signs should be used. Kathy will contact them.

She also stated that people are parking off of Trundle Bed, is that okay? The board stated that they could park at the park and walk to the pond, but not to pull in and park by the pond. They would be able to walk down Trundle Bed Lane or use the trail that is already there to access the pond to skate.

Bob Gustafson reported for the Conservation Commission that they are looking into the invasive species and have some vendors and programs that they are investigating. They will report to the board what they have found out. There will definitely need to be volunteers to help with the process.

There will be discussions before the work is started with the NHDOT.

Bob updated the board that the Bodwell Farm Conservation Easement has gone through, and that there will be a change to the valuation. Peter asked if there is a guide for the conservation easements within the town. Bob stated that each one is different, so you would have to read the specific easement for each property. Peter wants to have the information available to all townspeople on the easements that the town has. Bob Wadleigh asked if there is a way to write out what each easement is and what it includes. Bob stated that it is hard to separate them all out. He stated that the

Conservation Commission does not promote people putting their property into an easement, they just tell them where to start. They don't negotiate the deed, so don't know all the ins and outs of the easements.

The board is concerned that the revenue will start to go down and the tax payers will see their taxes going up. If we have this happening, what can the town do to increase the tax base within the town.

This is something that the Planning Board and the town should be aware of. Bob stated that an information data base would need to be started, and might be possible with the new website.

Earl Duval approached the board and is representing Blue Sky Towers. He has asked to talk to the board tonight to see if there is any interest by the board to lease town property to them for a cell tower.

He gave a brief overview of the company to the board. He stated that at 184 South Road has a tower already and there might be some interest in that area, but that site might not be able to handle what they are proposing. He stated that Kensington has a "gap" in coverage where they would like to place the tower. They are looking at town owned property situated at 211 South Road to construct the tower. Mr. Duval continued that the company likes to start by contacting the municipality to see if there is any interest in the town, and also to generate revenue for the municipality. He was unsure whether this board is authorized to make multi-year contracts, but their contracts are usually 5 years. He suggested that they would probably request to construct a monopole structure within the requested area of 100 feet by 100-foot section. Elizabeth Elway asked how high the pole would be?

Mr. Duval stated that it would depend on what is needed, maybe between 100-150 feet. Donna asked if there are stipulations on the deed? The board will look at the deed. Mr. Duval continued that within the 100x100 space there would be a 60 x 60 fenced in area for the equipment. He stated that there would be tax revenue generated by the construction of the tower that Blue Sky would be responsible for.

Bob asked about cell company turn over. Attn. Duval stated that there are a few large companies that will carry the bulk of the projects, and Blue Sky has been in business for 20 years. He explained that the radio frequency is studied by a health scientist, and a full study would be done.

Norman asked if Blue Sky currently has a contract with anyone in town. Attn. Duval stated that they do not. The board is going to look at the deed to see what the restrictions are on the property, and then request more information from Blue Sky and ask a few questions, such as what the lease would look like for the board to be able to conduct a study to see what the benefits would be for the town. Attn. Duval stated that there is some negotiations available for the town.

Elizabeth Elway stated that she would like to the board to consider if a 130 to 180-foot tower in town is in keeping with the rural nature of the town. She stated that some towers have lights, and it decrease the properties around the site. Attn. Duval addressed the light issue stating that lights are only added if the tower is above 200 feet. They would also submit the application to the FAA, and they would determine if it should be lit.

Bob Gustafson commented that there would have been lights added to the Rosencrantz receiver tower if they were to add to it.

The board thanked him for attending.

The board looked over the town warrant, budget and default budget and signed the paperwork for the posting.

The board went through the recommendations of each article, starting with article 6.

The board voted to recommend article 6,7,8,9,11, and 12. The board does not recommend article 10.

Chief LeBlanc asked about the Fire Chief warrant article and stated that compensation was discussed, and he does not get compensated for the reports that he does. Peter explained that what was discussed with regards to hiring earlier was for hourly employees not volunteer fire fighters that receive a stipend. The chief asked if the article was dead here or does it go on? The board reassured him that the article will go to the deliberative session and then onto the ballot. They just voted to not recommend it.

Dawn asked if the fire truck was a seven-year lease and we are now on year five? The board confirmed and the chief stated that the last payment would come out of the reserve funds.

Norman stated that the board had agreed to retest the building.

Norman made a motion to approve for RPF to come in and retest the air quality, Peter seconded, all in favor.

The contract was signed for RPF.

Norman made a motion to have the furnace cleaned, Peter seconded, all in favor.

Norman is working on the Selectmen's letter for the town report. The board will discuss the dedication at a later time.

Kathy explained that the website company is ready to have the 2nd project webinar meeting. Kathy will forward the email that has the working website to department heads. The board will be meeting Friday the 20th at 1pm for the project meeting. The training will be one day onsite training for employees that will be updating pages.

Kathy shared the easement deed with the board that will be going to the planning board and legal to review. This project has been forwarded to Scott LaPointe in Epping, NH. The board had some questions on the maintenance on the berm, and why the town was responsible for the upkeep. The planning board will review this tomorrow night at their meeting.

Kathy showed the board a letter received from the Town of Seabrook that has gone out to all the Kensington residents on the aquifer. It states best management practices for the aquifer protection district.

The lease agreement for the Library has two more pages that will be signed then recorded at the Registry of Deeds. Norman signed for the board.

The Library trustees will be contacted to sign this sheet as well.

Kathy followed up with the Kensington School Board and sent them a packet of information from both the Board of Selectmen and the Planning Board.

The board looked through the bills and signed all separate bills.

Bob agreed to be the Health Officer for 2017. There was also a rate change from Comstar, Kathy will call East Kingston and see what they are using for their rates.

Norman reported that the Town of Exeter has gotten in touch with him with regard to the Fire department, and is asking the town to do the initial ground work in finding out, number of calls, how often the ambulance goes out and our current revenue. He will be getting back to the Town Manager to set up a meeting. Linda expressed that the paper reported that Exeter is not going to participate in mutual aid anymore due to the number of calls they respond to. Norman expressed that Exeter is looking for additional sources of revenue.

Norman made a motion to go into nonpublic at 8:38pm, Peter seconded all in favor.

Norman made a motion to leave nonpublic session 8:59pm, Peter seconded, all in favor.

Norman made motion to permanently seal, Bob seconded, all in favor.

Norman made a motion to adjourn at 9:01pm, Peter seconded all in favor.

Respectfully submitted,

Kathleen T Felch
