

**TOWN OF KENSINGTON
BOARD OF SELECTMEN
MEETING MINUTES
July 7, 2014
APPROVED JULY 21, 2014**

In attendance: Russell Perry, Scott Lowell and Norman DeBoisbriand were in attendance. Norman called the meeting to order at 7:30pm.

CITIZEN'S FORUM-

DEPARTMENT HEADS:

Police Department- Chief Sielicki did not have anything to report.

Fire Department- Chief Leblanc reported:

- He spoke with Jim Farley and all of the paperwork was forwarded to the Board regarding the exchange of air packs for the fire truck. Norman asked who approved the agreement. Chief replied he brought it to the Board and the Board approved it. Russell concurred. Norman was concerned that an asset of the town was sold without a clause stating the sale was "as is" so a warranty wasn't implied. He's worried if something happens to the truck with the new owner we could get sued. Charlie will contact the vendor to execute a new document for our records.
- The fireworks permit for was signed for Saturday night.
- The Board unanimously agreed to approve the fire department members request for cooking at Olde Home Days so they are covered by our insurance.

Building Inspector-Mark Sikorski presented two permits for approval:

- Andrews, 14 French's Lane, shed which is within the setbacks and has no wetlands. Russell made a motion to approve the permit as presented, seconded by Scott with all in favor.
- Savinelli, 34 Cottage Road, finish basement. This is an after the fact permit requested by his realtor who is selling the property. The work was already completed. Russell made a motion to approve the permit as presented, seconded by Scott with all in favor.

Yarossi, 71 Wild Pasture Road, submitted a permit to add storage and a bathroom to an existing garden shed. The builder confirmed there isn't a kitchen and it is not an apartment but it may be used as an office and it already has heat. There are wetlands on the property which according to the builder wouldn't be impacted. Mark stated he is not presenting this for approval yet as he is still waiting on the builder to provide evidence of approval from Rockingham County Conservation District allowing an addition to the septic system.

Road Manager- David Buxton reported

- The Matrix contracts for work done on Hickory Lane, Muddy Pond Road and Dow Lane are now complete.

- Brad Poole was notified of the accepted agreement for the Wild Pasture Road repair.
- Two pine trees on Osgood Road were struck by lightning. Dave had local resident, Cheezas quote on a price to cut down, haul away, and clean up. The bid is \$1,800. Dave thought it was a fair price. The Board was in agreement. Since it's 60 to 80 feet high they will need to close the road. Dave will make sure the vendor provides a certificate of insurance.
- He asked for permission to fix some severe washouts in town. Scott felt obtaining two bids is appropriate.
- Norman asked Dave if he could have Cheezas provide pricing to remove some trees and a lilac bush at the town hall.
- Dave asked if the Board was contacted by Ed Mitchell regarding the culvert on his property which is blocked off. Scott stated if it's blocked, the water will drain into the street. Dave would like to swale the driveway and throw rip rap in the gravel to hold the water. Scott will contact him.
- Russell asked if we heard back from Landry on the site plan. Chief will contact him tomorrow.

Emergency Management-Robert Gustafson reported:

- He attended another meeting on the repeater project. There were concerns raised by upper state level employees because of the radio dead spots during the shooting incident last month. There may need to be some slight revisions to the existing grant for the legal issues that are popping up between the Rockingham County, Seabrook Station and Rosencrantz. A memo of understanding will be generated to cover the issues. The Town won't be responsible but we may have some obligations asked of us.

Assessing- Kathleen Felch presented the following:

- Veteran's application
- Abatements-
 - Smith, Matt – 58 Muddy Pond Road, STILL PENDING
 - Warren, Leslie 9 Oak Ridge Road, The error was corrected and the value was decreased \$25,100 for a total refund of \$634.00. Russell made a motion to accept Avitar's recommendation for the abatement request seconded by Norman with all in favor.
 - Fairpoint and PSNH- Avitar recommended to deny both abatements. Fairpoint is still in litigation. Russell made a motion to deny PSNH and Fairpoint's abatement requests, seconded by Scott with all in favor.

Tax Collector- Carlene Wiggin did not have anything to report.

Town Clerk- Pamela Kehoe was not in attendance.

Recreation Department- Members were not present.

Conservation Commission- Members were not present.

Sawyer Kensington Trust- Bruce Cilley was not in attendance. Lynne reported:

- Mosquito spraying will occur early tomorrow morning.
- Annual maintenance on the generator has been scheduled.
- Legal Counsel reviewed our current park rental application and made a few minor changes. The Board was in agreement to follow the recommendations and update the form.
- Bruce was not available this week so Lynne was unable to obtain the name of the repairman for the railing.
- Keith Palmer contacted Lynne and was under the impression the fees for the EJBL tournament would be discounted. The Sawyer Kensington Park trustees put together a proposal to handle requests for groups who offer services to Kensington kids because we don't have a town organization for every sport which requires our kids to play in other towns. It states if they have a not for profit within our SAU that includes Kensington residents they would qualify for the resident rate and if they have several events per year they would also get a discount. Russell will send Lynne the information. Russell made a motion to accept the new rate plan, seconded by Norman with all in favor.

NEW BUSINESS:

Appointment- Norman made a motion to appoint Dana Donovan as the deputy town clerk, seconded by Scott with all in favor.

OLD BUSINESS

Town Hall Discussion- Norman proposed the Board accept Northeast Basement Systems' proposal that was presented a few weeks ago. He's suggesting the interior system versus the exterior because the cost for the exterior would be expensive and require removing the stairs, the decking, air conditioner, and piping for the propane. Norman obtained one estimate for \$20k and the longest guarantee he was able to obtain was one year. This company states they will guarantee for the life of the building. They've been established for a number of years so he's not worried about them going out of business.

Frank Whittemore asked if it includes the removal of the studding. Norman replied the original estimate didn't, but the new estimate for \$13k has it included. We need to have an electrician come and move the boxes up and pull the panel away from the wall so they can slide the plastic under the panel. He doesn't have an estimate for that yet.

Joan Webber inquired about a rumor about not having access to the building. The Board clarified that we can't use it for storage for employees until the building is officially reopened. Contractors would have access to the building.

Charlie asked if this will be funded by the warrant article and Norman confirmed it will.

Norman made a motion to accept the proposal, seconded by Russell with all in favor.

Richard Elwell inquired if there was any water in the basement during the recent rain storm and if the gutters worked. Norman replied the old chief's office was dry and looks like the gutters

may have taken care of the issue. One of the hoses from a dehumidifier became loose while Norman was on vacation and leaked water on the floor, but the humidity is back to 45%.

Department of Labor Inspections- The Board reviewed the report from the Department of Labor and the subsequent violations which need to be responded to by August 15th detailing how and when each violation will be abated. Norman called the inspector today to see if employees would still be allowed into the town hall. The inspector told him they didn't visit the building and it's not part of the report that will be issued by them. They told him they didn't mandate that we can't go in there as long as we can show the air quality is in normal ranges. Lynne and Russell stated when the inspector was out she was adamant about not letting employees into the building but it wasn't due to the air quality, it was due to the building not being in use and not being inspected. Nothing was discussed with the inspector on reasons why the building wasn't in use. Norman suggested contacting her to see if we can use the building and if they have concerns we can address at that point.

Russell read the list of violations:

- Major concern was sanitation for the police department. The Town must draft an action plan by the end of the month on what we are going to do to address the problem. This is a separate infraction from all other violations with a separate deadline.
- Employees collecting money should be behind some type of enclosure
- Update our policy to include workplace violence and pull out anything we don't do as a town such as subcontracted jobs
- Meet quarterly and keep minutes
- Fire department shall label all containers clearly and employees be trained in toxic chemical use
- Exit signs need to be lit
- Address safety of employees working alone at night
- Chairs with four wheels shall be replaced
- Grinder must have guard and be unplugged
- Add a policy for pathogens
- Library basement needs cleaning
- Three foot clearance at all electrical panels
- Ladders are secured at fire department
- Add the employer to provide and require use of protective equipment to safety policy
- Create an annual log of all workplace injuries and illnesses

Peter Merrill asked if we should put the site plan in front of the town engineer. The Board agreed. Peter was concerned the Board was asking the church who is not for profit, to use their water which will increase their costs. The Board replied they would pay for any added expense of pumping the water. They asked Lynne to reach out to the Church again to find out why they denied our request and see if they are willing to meet and discuss their reservations.

Charlie asked when they want to schedule a safety committee meeting. Lynne will schedule a meeting and invite all departments. The policy needs to be updated. Lynne will start reviewing it.

Resignation- Scott Lowell announced his resignation as selectman at the end of the month. He's lived here with his wife and family for 35 years and recently sold their home. Russell and Norman thanked him for his service. The Board will need to find a replacement. Anyone who is interested should contact Lynne at the Town Office and a notice will be posted with details. Russell and Norman will make a decision on who to appoint as the new member. The appointment will be active until the next town meeting in March.

Senator Stiles- Jim Webber introduced Senator Stiles who sat through the meeting listening to our town issues. She may be able to assist with the Department of Labor violations as well as updating our policies. Chief Sielicki has worked with her for the last year and a half in Concord and she has been fantastic to work with and he personally thanked her.

Non Public Session RSA91A:3,II(a): Norman made a motion to enter non-public session at 8:45pm, seconded by Russell with all in favor. Two employee issues were discussed. Russell made a motion to leave non-public session, seal the minutes and return to regular session at 9:00pm, seconded by Norman with all in favor.

Administrative Assistant:

- **MD&A-**The Board will write up a summary for submission to the auditors.
- **Legislative Policies-**The Board is still reviewing.
- **Recycling-** Lynne received one quote and is awaiting another quote from the recycling plants. We have the option to join the NRRRA with an annual membership cost of \$1500. Buzzy Felch has been providing suggestions.
- **Voting Machine-** The school board declined our offer to assist with the purchase. The Board signed the contract.

Bills & Mail- Bills were approved and signed.

Next Meeting Date-July 21, 2014 7:30pm in the Kensington Elementary School Library.

Approval of Minutes – Due to the holiday and short work week, the minutes were not complete from last week's meeting.

Scott moved to adjourn at 10:44pm, seconded by Norman with all in favor.

Respectfully submitted,

Lynne Bonitatibus
Administrative Assistant