

**TOWN OF KENSINGTON
BOARD OF SELECTMEN
MEETING MINUTES
December 8, 2014**

Approved January 5, 2015

In attendance: Norman DeBoisbriand and Robert Wadleigh were in attendance. Norman called the meeting to order at 6:10pm. Peter joined at 6:28pm.

BUDGET MEETING:

Town Clerk- Pam will provide more information to the Board on two items in her budget.

Police Department-

- Chief Sanders submitted the detail rates of surrounding communities from a survey that was done in 2013. Kensington last updated their rates in 2009. This will be reviewed at a later date.
- He made suggestions for salaries which will also be discussed at a later date.
- Peter suggested including utilities for the police department in their budget in the future. Lynne advised we already break out the trailer utilities in the budget. Mike Schwotzer did not agree with this suggestion.
- Norman asked Chief to research using a fleet card for fuel versus using the State station.
- Chief submitted his request for encumbrances.

Fire Department- Chief LeBlanc was in attendance at the request of the committee to review line items in his budget.

- He has \$13k left in budget.
- **Air Packs-** He purchased six air packs for Engine 3 and would like to purchase one more this year. Next year he included four in his SCBA line and one in his new equipment line. This will allow Engine 2 to be outfitted with six air packs and be completely updated.
- He's anticipating a surplus.
- Mike asked what the life expectancy is on the air packs. Charlie responded the codes are updated every three years but the air packs should last 10-15 years as long as the compliant is still viable, but they could be incompatible with other towns. Bob suggested a warrant article to fund the air packs. Norman inquired about using the ambulance funds for other needs. Mike replied the warrant article is for the ambulance only. **Ambulance-** Charlie reported the ambulance was purchased in 1998. They just spent \$2300 on repairs and it's starting to rust out. They will be setting up a committee to look into a new ambulance. Peter asked if Charlie has applied for any grants for the air packs and he responded they've been denied four consecutive years. Peter suggested contacting someone with grant writing experience. Bob Gustafson reported homeland security and the fire service are always there to help but using a professional will cost money. Peter advised terms can be set up to pay only upon acceptance of the grant. Charlie reported they've used other towns' applications who were awarded grants as guidelines.

Building Department-Lynne advised that in order to comply with the auditor's request, we need to increase this line item to include all permits. Currently this only includes building and septic. The board reviewed historical figures and increased the line item by \$6k. These expenses are offset by the revenue generated in the permit process.

Emergency Management- Bob Gustafson advised on changes to his budget.

- He was confident he would not need to fund the training this year that he discussed at previous meetings.
- Since he's a volunteer he doesn't receive funding for his mileage, meals, etc. for non-Seabrook related work.

Road Manager- Norman asked Lynne to find out from Dave if he included the Kimball Road culvert in his budget.

Street Lighting-Lynne suggested increasing this line since we are already over budget and expect an increase in utility rates. The Board agreed to increase by \$500.

Parks & Recreation-The Board reviewed their request for an increase of \$1650. They denied the \$500 increase for the 1/3 purchase of a gator.

Library-The Board approved their request for an increase of \$2560 for salary and utility increases.

Warrant Articles-

- The Board discussed resuming the road reconstruction article but did not finalize a total.
- The next payment for the fire truck needs to be included.
- The garage painting will not be included this year as a separate warrant article.
- Lynne is anticipating many articles for social services since they are no longer part of the budget.

The volunteer budget committee members exited the meeting.

Construction Updates-

- Peter made a motion to have the oil delivery at the town hall set up for automatic delivery, seconded by Norman all in favor. They thought the oil price was high, so Bob will look into it.
- The trailer skirting will be installed mid-week.
- Peter provided a second estimate for the ramp construction and installation. This contractor suggested swapping the way the door opens so we'd need a shorter ramp. The total is \$4,150 which includes disposal, labor, and materials using a four man crew. Norman is obtaining a third quote.
- Once the police department is moved, the power will need to be disconnected, the skirting removed and the trailer put back to the way it was.
- Lynne let Peter know we'll need a certificate of insurance before Wilson Doors commences work.

- They expect to encumber \$10k-\$11k for the town hall warrant article and discussed where these funds could best be spent. They will need another warrant article to finish the rest of the town hall. Suggestions included:
 - Sheetrock the current layout
 - Install mold resistant suspended ceiling
 - Install flooring
 - Add the extra heating zone.
- Peter said the heat load analysis was based on how it was set up before, but thinks it will be less now.
- Peter would also like an electrician to identify dead wires in the town hall.
- They need to determine what to do with the building and need a design. They discussed where employees could potentially be located within the building.
- Peter stated it's a waste of money to do the work if they anticipate building an addition and Bob and Norman agreed. Lynne let them know that if they are anticipating asking for a bond, they will need to decide soon since there are strict deadlines for hearings.

Norman reported he spoke with the owners of 149 South Road and they will have the lights aimed down and see how that works and they are willing to put them on a timer if that would help.

Next Meeting Date-THURSDAY- December 18, 2014 7:00pm in the Kensington Elementary School Library.

Norman made a motion to adjourn at 10:16pm seconded by Bob with all in favor.

Respectfully submitted,

Lynne Bonitatibus
Administrative Assistant