

**TOWN OF KENSINGTON
BOARD OF SELECTMEN
MEETING MINUTES
January 26, 2015**

Draft Minutes-Subject to Change Prior to Acceptance

In attendance: Norman DeBoisbriand and Robert Wadleigh were in attendance at the town offices. Norman called the meeting to order at 6:08pm. Peter was in attendance via conference call.

Emergency Management- Norman asked Bob Gustafson if Kensington had any shelters. Bob advised that he has researched this in the past and would eventually like to purchase a generator and use the school for the shelter. The SAU is agreeable; however the issue is the power. The current generator is maxed out. Norman would like to see if we can acquire one from the surplus. Bob G. responded it would need an additional propane tank. The cots and blankets he has now are for the people working in the emergency operations center, not for the general public. Currently residents can contact the state for a list of the closest shelters. Bob G. stated the shelters are more urgent for cooling the elderly in the summer rather than the winter storms. In order to set up a shelter, we would need heating, air conditioning, a generator with required electronics, and bedding. He would need to be aware of residents with medical issues and special needs. Lynne asked who provides food and Bob responded residents would provide their own food. Bob W. inquired if it's worthwhile to find a generator large enough to handle the school and fire station and move fire department generator to the town hall. Bob G. responded Seabrook provided that generator to emergency management, not the fire department and we are one of the few towns the State still maintains. He would like to be housed with the town offices which help his department with grants, paperwork and accounting. His operations shouldn't be located so close to the school. Peter was concerned for the Town's liability with sheltering people with special needs. Bob G. confirmed it is the individual's responsibility and the Town would accommodate as much as possible. He suggested checking with town counsel to see if insurance would cover this liability. Lynne offered to check with the insurance agent.

Administrative Assistant:

- **Budgets & Warrant-** The Board provided their recommendations and signed the documents for posting.
- **Pending Building Permits-**
 - Lynne asked if the Board was ready for Mark to inspect the police department. Norman advised they are not ready yet.
 - Lynne asked if one of the members has met with Mark yet to review the information they wanted included on the town hall permit. Norman stated he spoke with Bob Fee and the electrical panel will be finished after the storm. He then asked the other board members if the stairs should be replaced yet. They will have Mark inspect prior to the installation of the stairs and insulation. Norman made a motion to have Chevalair Construction reinstall the stairs, seconded by Peter with all in favor. Peter asked Norman to have the electrician determine which wires are inapt and suggested detaching them from the circuit breaker and then encase them in the insulation.

- **Safety Committee Meeting-** Lynne read the meeting minutes that Charlie submitted for the meeting.
- **Town Clerk Complaint-** Dana was called in on short notice to cover for Pam today. Lynne read a complaint from a resident because the office opened 15 minutes late.
- **NH Municipal Magazine-** Lynne advised the Board she found an error in the magazine relating to the number of required signatures for petitioned warrant articles. They will be printing a retraction. She suggested the Board read the articles relating to the town meeting to be prepared on what to expect for the upcoming deliberative session.
- **William Scotsmen Billing-** Peter spoke with our representative and they are going to review the information. Norman suggested not paying the bill and Peter agreed.
- **HealthTrust Document-** Norman signed the certification to protect information.
- **Payroll Frequency-** Norman made a motion to switch from bi-weekly to weekly payroll seconded by Bob with all in favor.
- **149 South Road-** Lynne sent a letter to the restaurant and they will contact the inspector soon. Norman asked her to follow up on the lighting issue.

Non Public Session RSA91A:3,II(a): Norman made a motion to enter non-public session at 6:48pm, seconded by Bob with all in favor. An employee matter was discussed. Norman made a motion to leave non-public session and seal the minutes at 7:11pm, seconded by Bob with all in favor.

Next Meeting Date- February 2, 2015 at 7:00pm at the Kensington Elementary School Library.

Norman made a motion to adjourn at 7:11pm, seconded by Bob with all in favor.

Respectfully submitted,

Lynne Bonitatibus
Administrative Assistant