

**TOWN OF KENSINGTON
BOARD OF SELECTMEN
MEETING MINUTES
JUNE 1, 2015**

In attendance- Norman De Boisbriand, Robert Wadleigh. Norman called the meeting to order at 6:58pm at the Old Town Hall. He made a motion to do so and Bob seconded the motion all were in favor.

CITIZEN'S FORUM

DEPARTMENT HEADS

Police Chief- Chief Scott Sanders

Chief Sanders reported that Hampton Falls is changing their Police Officers handguns to a 9mm. weapon. They are selling the unused ammunition at a discounted rate, as they can no longer use it. The Chief suggested that it would be a significant savings to the Town of Kensington to purchase the ammo. He asked permission to purchase six cases of ammo for \$1069.00 which results in a savings of \$500.00. Bob made a motion to let Kathleen write a check for the Chief to purchase the ammo. Norman seconded and all were in favor.

The Chief reported that he would like to use the grant money that he will obtain through the Seatbelt Violation Grant and the Selective Traffic Enforcement Grant to cover the cost of paying his Officers overtime. He suggested that the grant money would be made available by putting it into an account that he can draw from once his overtime budget has been exhausted. Norman agreed it would help cover the overtime budget without overdrawing that line item in the Police Budget.

Richard Ewell asked the Chief if the new cruisers were decalated. The Chief said that they were however; the decal is much smaller than on the old cruisers in order to save money for the Town.

Fire Chief- Charles LeBlanc

Chief LeBlanc reported that they are hydrodusting the Air Pacs in order to prepare them for sale. The department will continue to clean them and photograph them for sale.

Norman asked the Chief to be prepared to let the representative from the Department of Labor into the fire station when she arrives. The Chief agreed to do so and informed the Selectmen that Kathleen also has the ability to open the Fire Station if needed.

Building Inspector-

The Selectmen informed the forum that Mark Sikorski was no longer the Building Inspector in town and that Mark and the Selectmen came to this agreement amicably. Norman Giroux was introduced as the new building inspector and would be sworn in over the next few days. Norman said that Mr. Giroux was just given the building inspectors binder and would be familiarizing himself with the town and working with Mark for a smooth transition.

Road Manager- David Buxton

David informed the Selectmen that he had solicited three quotes to remove the dead trees from Drinkwater Road and Stumpfield Road. The three bids came from Cheezah, Royal Green and Valley Tree which had recently merged with Ralston. Two of the bids came in at approximately the same price, the third was much higher. David suggested that he would like to award the contract to a business that resides in Kensington as their bid was competitive. Upon his suggestion, Norman motioned to have Royal Green remove the trees, the motion was seconded by Bob and all were in favor.

David updated the Selectmen regarding the culverts to be replaced on Kimball Road. He would like to see the project done in two phases. He presented a plan to the Selectmen and asked that he be able to solicit three bids once they receive approval from Concord. The selectmen agreed.

Emergency Management- Robert Gustafson

Bob informed the Selectmen that there will be an Emergency Operation Plan meeting on June 23 and the 15th of October. There is also an Emergency Management conference on June 10th which he hopes to attend.

He informed the Selectmen that since the Kimball Road project is expected to be costly, he is going to apply to the State of New Hampshire for a hazard mitigation grant. He will keep the Selectmen informed of his progress.

He informed the Selectmen that he contacted the State regarding the installation of a crosswalk from the parking lot to the Old Town Hall. The engineer informed Bob that this was not a DOT issue, Route 150 is a state road and it is unlikely that they would install a crosswalk in a place that does not have a good line of sight. Norman feels it is an important issue and asked that Bob continue to look into ways to mitigate the danger for pedestrians that may cross the road in front of the Town Hall.

Bob and the Selectmen spoke briefly about the current IT situation in town. Bob suggested there may be grant money available regarding the continuity of operation as they upgrade the towns IT and record management system. He will continue to seek his contact person at Homeland Security and will continue to update the Selectmen of his progress.

Assessing Office- Kathleen Felch

Kathleen spoke with the selectmen about another IT issue that had been affecting Carlene Wiggin who has had trouble connecting to the server. They have been troubleshooting as best they can.

She announced the intended appointment of Norman Giroux as the new building inspector. Norman made a motion to appoint Norman Giroux as the new Building Inspector. Bob seconded the motion and all were in favor. Kathleen offered the selectmen the new rate of pay sheets for the concession stand workers for signatures. The rate increases had been approved at the last Board of Selectmen's meeting.

Kathleen informed the Selectmen that Kelsey Plourde had offered a partial list of potential employees for the summer camp. She reminded the Selectmen that the workers will undergo a background check by the State. Kelsey has also informed Kathleen that she will not be dispensing medication at the camp and she will have parents sign a waiver for the use of epi-pens and rescue inhalers.

Kathleen reminded the Selectmen of the budget review meeting scheduled for July 6th.

She also reminded the Selectmen of the employee meeting scheduled to take place at 6:00pm before the next BOS meeting on June 15, 2015.

Tax Collector- Carlene Wiggin- Not in attendance

Town Clerk- Dawn Frost- Not in attendance

Recreation Department- No members in attendance

Conservation Committee- No Members reporting

Sawyer Kensington Trust- No Members in attendance

Norman recapped the meeting between the Board of Selectmen and the Trust members which took place on May 20, 2015. He told the meeting members that the contract between the town and Down To Earth had been revised after suggestion by council. The parties involved had signed the newly revised contract. Norman spoke briefly about the new bidding process that council advised the Selectmen about. Norman reiterated the point that the Selectmen will revisit the contract with Hillside Landscaping to ensure protection to all parties and the towns' interests. He spoke briefly about changing the bidding process in the future regarding multi-year contracts.

Building Committee Update-

Norman told the meeting attendees about the Selectmen's meeting with the architect regarding updates for the Old Town Hall. He spoke briefly about the proposed floor plan and the recommendations given by the architect. He noted that no decisions have been made but the architect should be presenting the Selectmen with an updated floor plan, based on the Selectmen's recommendations and the recommendations of the Police Department near the end of June.

NEW BUSINESS

Mr. Paul Bunnell and Mrs. Susan Garneau both of Osgood Road came to the meeting questioning the reclamation of the Kuegel pit. They each asked for an update and questioned the validity of the suggestion that the Kuegel pit has indeed been reclaimed. Norman told the residents that he is uncertain if all conditions that had been presented to Peter Kuegel in the past have been met in the attempt to reclaim the pit. Norman told the residents that the new Board of Selectmen intend to ensure that all conditions are met in attempt at reclamation. Bob told the residents that he and Peter will be walking the site in question with Ridgley Mauck from the State of New Hampshire and will inform Mr. Kuegel and the residents of Mr. Mauck's findings with regard to the reclamation of the pit. Mr. Bunnell and Mrs. Garneau also shared their concern for the road which has suffered due to the Kuegel pit. Richard Welch shared the concern of the other residents. Norman once again ensured the residents that it is the intention of the present Board of Selectmen to see that the pit has met the

conditioned outlined by the courts and the recommendation of Ridgley Mauck. The Selectmen will keep the residents informed of the progress once Bob and Peter have met with Mr. Mauck. The Board thanked the residents for their concern and understanding.

The Selectmen all agreed that the summer camp employees should be appointed by the Selectmen as they are employees of the town. Kelsey should supply the Selectmen with the names and addresses of potential employees.

Kathleen has been in touch with Dennis Smith regarding IT. Dennis has a rate of \$95.00 per hour. The Selectmen agreed that it is necessary to address the IT situation but will table it presently as it will need budgetary consideration.

Bob Gustafson asked that Kathleen and Carlene start to create lists of their daily activities as they relate to IT to get a better sense of what is needed.

Linda Blood asked if there is intent to hire a new Administrative Assistant for the town. She also asked if the Town Clerk would be expanding her hours. Norman suggested that both items are being looked at carefully.

Kathleen and Norman went over the building permits with Norman Giroux as he gets familiar with his new position. The following permits were presented:

19 Moulton Ridge Road- the demolition of a roof that had collapsed. The Selectmen and Norman Giroux questioned what would happen with the scrap and after some discussion Norman made a motion to approve the permit, Bob seconded and all were in favor.

76 Amesbury Road- Above ground pool installation. Norman motioned to approve the permit, Bob second and all were in favor.

Kathleen presented permits for use of the Grange Hall which were then signed by the Selectmen, a bridal shower on July 28th, a Musicfest held by the Kensington Congregational Church who requested to waive the fee as they are a non-profit organization. The Selectmen also signed a request for the Pavilion at Sawyer Park for a birthday party and a request by EJBL/ Softball for use of the field.

Charlie LeBlanc brought up the question of the occupancy certificate. He questioned whether they are used in town regularly and correctly. He has requested that the new building inspector along with the Selectmen ensure that the permits and occupancy certificate are being used appropriately and placed so they are visible upon entering a work site. The Selectmen agreed this should be standard practice if it has not been to date.

Kathleen presented the bills for approval.

Norman made a motion for Peter Landry to design the proposed septic system for the town hall. Bob seconded the motion and all were in favor.

The selectmen proposed to meet on June 8th as a work session regarding the town hall.

Norman made a motion to move to non-public session at 8:29pm. Bob seconded and all were in favor.

The Selectmen moved back to public session at 9:09 pm. Norman then made a motion to adjourn the meeting at 9:10pm, Bob seconded and all were in favor.

Next meeting will be June 15 at 7:00pm. An employee meeting at 6:00 pm will precede this.

Respectfully submitted ,

Michelle Aiken

