

**TOWN OF KENSINGTON  
BOARD OF SELECTMEN  
MEETING MINUTES  
JULY 6, 2015**

In attendance: Norman DeBoisbriand, Robert Wadleigh and Peter Merrill. Norman made a motion to open the public meeting at 7:02 pm it was seconded by Bob and all were in favor. The meeting was held at the Town Hall.

**CITIZEN'S FORUM**

**DEPARTMENT HEADS**

**Police Chief- Scott Sanders** reported:

William Scottsman will be coming to adjust the trailer, as there are currently two doors that will not open with ease. He is expected on Tuesday, July 7<sup>th</sup>.

The Selectmen asked Chief Sanders a budget questions regarding the cruiser lease. Chief Sanders told the Selectmen that the lease for the cruiser was paid up front.

Chief Sanders also offered that there is a deficit in the line for uniforms due to the decision to change part of the officer's uniforms. He also reminded the Selectmen that the overtime line is deceptive as he is waiting for grant money to cover some of the OT costs.

**Fire Chief- Charles LeBlanc** was not in attendance.

**Building Inspector- Norman Giroux** reported:

He had his first business hours earlier that evening, no one took advantage of the office hours as yet.

Norm reported to the Selectmen that he needs help assessing the fee base for a solar project on the property owned by Barbara Carpenter. His concern being: the discussion of the permits fee structure from a prior meeting and the need to change the current fee structure. He has been in touch with several other towns (Exeter, Hampton Falls and Dover ) regarding the fees associated with this type of project. He also informed the Selectmen of the various other considerations regarding a solar project like existing roof structure, shingle weight and roof age. There will be a need to do two inspections. He said the fee is generally based on the cost of the project. Peter has recused himself from the fee structure for this project citing a conflict of interest. Norman DeBosibriand advised Norman Giroux to charge \$50.00 for the fee for the permit. The Selectmen agreed that they need to address the fee structure sooner than later.

Norman also requested tabs to divide some of the inspection manuals. Norman made a motion to allow the building inspector to purchase divider tabs. Peter seconded the motion and all were in favor.

Norman has also issued an extension to a certificate of occupancy for a couple in town who are completing a demo/rebuild project. The occupancy certificate will extend through July 30 so the family can complete inspections.

Chris Albert from Jones and Beach Engineers, Inc. spoke to the selectmen during this time to ask for consideration of relief from existing setback and variances to wetlands at 268 No. Haverhill Road. Lisa and Brad Parsons were also in attendance as the land owners. The Selectmen advised Mr. Albert that they do not have the ability to waive setbacks and variances to wetlands and suggested they go to the zoning board with their request. Mr. Albert thanked the Board for their time and direction to the ZBA.

**Road Manger- David Buxton** reported:

There are four bids for the Kimball Road culvert project. Ferguson Water Works has already signed their quote. He is asking all quotes be in before the next BOS meeting on July 20<sup>th</sup>. David is also waiting for the quotes for the resurfacing project on Drinkwater Road. He anticipates having the quotes by the next meeting as well. David brought up two concerns he has to the Board. One issue is an existing permit at 39 Wild Pasture Road. Mr. Buxton told the selectmen that there is a town ordinance requiring upgrades to be done in a timely manner. The permit at 39 Wild Pasture Road has far exceeded, in his estimation, a reasonable period to pave a driveway. He is asking the Selectmen to revoke the permit at this time. He also asked the Selectman to address an issue he had brought to their attention regarding the cost of a detail he required. The Selectman told him they will consider his two concerns. He then thanked the Board.

**Emergency Management- Robert Gustafson** reported:

He continues to have meetings with homeland security. The next meeting will be held August 4<sup>th</sup>. He is also continuing to do budget work with Seabrook. He will continue to update the Selectman on that front. He expects to have Emergency

Management reimbursement totaling \$8500.00 by the end of the year. He told the Selectmen that the emergency drill budget is a separate issue and on track for grant money.

**Assessing Office-**Kathleen Felch reported:

Avitar has advised an abatement for Janet Whitten of 151 Drinkwater Road totaling \$18,500. Norman made a motion to abate, Peter seconded the motion all were in favor and the motion passed.

Kathleen asked the Selectmen to also abate Fairpoint as discussed at prior meetings. Norman motioned to abate Fairpoint. Peter seconded the motion and all were in favor.

Kathleen presented a permit for use of the Park and the Pavilion. Upon reading the specifics of the permit, Peter questioned the service of alcohol. There was discussion of the point. Peter offered to approve the permit with a contingency clause regarding the service of alcohol. Donna Carter then offered to the Selectmen that while alcohol service is not allowed at the park it has been allowed, in the past, with the permission of the Select Board. Peter asked Chief Sanders if he knew the rule about alcohol service. Chief Sanders told the Selectmen he thought it was accepted practice with permission from the Board. He then offered to ride over to the park to look at the written rules. The permit was tabled pending results. When Chief Sanders returned he informed the Selectmen that alcohol is permitted with permission of the Selectmen. The permit was not revisited at that time.

Kathleen presented the Selectmen the application of Thomas L. Boynton for acceptance as a new part time police officer. Peter made a motion to accept the application to hire Thomas L. Boynton. Bob seconded the motion and all were in favor.

Kathleen presented the Timber Tax forms for signatures. The Selectmen signed the Timber Tax forms. Norman motioned to approve the issuance of the Timber Tax. Peter seconded and all were in favor.

Kathleen presented the Selectmen with a letter for the auditors that needed signatures. The Selectmen signed. She then presented the RPC (Rockingham Planning Commission) contract. Peter made a motion to approve and sign the RPC contract. Norman seconded the motion and all were in favor.

**Tax Collector-** Carlene Wiggin reported:

She needed the Selectmen to sign a small abatement for a camper located at The Green Gate Campground that had been wrongly taxed. The owners had registered the camper with the Department of Motor Vehicles so the town tax needed to be abated. The mistake was recognized by Carlene and the Selectmen signed the abatement.

**Town Clerk-** Dawn Frost was not in attendance.

The Selectmen did ask Juli Noyes to explain the fee assessment for dog licensing which had been discussed at the last meeting. The Selectman then Okayed Dawn to print the fines for dog license infractions. Kathleen will tell Dawn.

**Recreation Department-** Donna Carter was in attendance as a representative.

Donna advised the Selectman that the Kensington Festival (Old Home Days) would be taking place the weekend of July 10, 11, and 12<sup>th</sup>. She asked permission to use the concession stand for the Pancake Breakfast on Sunday. The Selectmen granted her permission but suggested she also check with Terrie Steeves. She informed the Selectmen that she already had and Terrie Okayed use of the stand as well. She told the Selectmen everything else was set for the Festival.

**Conservation Committee-** no members in attendance.

**Building Committee-** Norman DeBoisbriand informed the meeting:

The Department of Labor gave their final inspection last week. The Fire House, the Library and the Town Offices all past inspection. Peter noted that the doors which were fabricated by Art Wiggin for the Town Offices made a significant impression upon the inspector. Chief Sanders offered that, upon request, he now has a collapsible paddles from NE Barricade in the patrol car.

Norman also offered an update regarding the Old Town Hall and its renovations. After consideration of the draft drawing by the architect, the Selectmen are satisfied that the parking situation has been addressed. The test pit revealed adequate land for the septic and leach field. Landry Surveyors have been asked to design septic system for the town hall. The Selectman will be asking for a more detailed design drawing and possibly a 3D diagram.

**Sawyer Kensington Trust-** No members in attendance.

## ***NEW BUSINESS***

Norman DeBoisbriand explained the need to have a special town meeting with regards to the cost of completing the upgrades on the Old Town Hall to hold the town offices and the police station and the office of emergency management. He explained that the cost to lease the Police Station and the Town Offices, as they presently exist, is going to be too substantial for the town. Gary Bonitatibus of 15 Whipple Way asked about the current lease cost. Norman offered that the

current cost is \$1396.00 per month plus utilities and other incurred costs. It is not likely the town will be able to sign another lease agreement for that same fee. For this reason, the Board would like to hold a special town meeting. In order to hold a special town meeting, the town will have to petition the court through the town attorney. Richard Ewell asked about petitioning the court without having the final costs of the Town Hall upgrades. Norman said the cost estimates that the Selectman have would be sufficient to petition the court. Norman made a motion to have the town attorney petition the court to hold a special town meeting. Bob seconded the motion and all were in favor. Someone in the audience questioned whether there would be a vote at the special meeting. Donna Carter explained it would be no different from a regular town meeting. The Selectmen will present the warrant; there will be a deliberative session and then a final vote several weeks later. Linda Blood asked about a date for the meeting. Norman explained that the town is at the mercy of the court.

The Selectmen discussed the issue of vandalism at the park. The Chief of Police, Scott Sanders, suggested cameras be installed. The Selectmen asked Kathleen to find out the date of the next Trust meeting so the two bodies can discuss security measures for the park. KYAA (Kensington Youth Athletic Association ) will replace the broken soccer nets.

There is an IT issue at the town offices. The router may be part of the problem which is not allowing connection to the server at times. The state suggests the installation of Sonic Wall software. It is secure, it will not interfere with Avitar and it will be compatible with the car registration software that Dawn uses. Norman suggested starting with a new router being particularly careful not to interfere with Dawns ability to continue with car registrations. Chief Sanders offered the services of Tim who is very helpful with IT at the Police Station.

There was discussion regarding trash and recycling pick up on the 5<sup>th</sup> Tuesday. Some of the people in town are finding the recycling schedule to be inconsistent. Bob made a motion to have Norman talk to Chris Batchelder regarding the recycling pick up. Peter seconded the motion and all were in favor. Norman will inform the Board at the next meeting.

Kathleen told the Selectman that Healthtrust has offered to do the billing for COBRA eligible people with no further expense to the town. Peter made a motion to have Healthtrust take care of the COBRA billing, Bob seconded the motion and all voted in favor.

### ***OLD BUSINESS***

Kathleen presented the bills for signatures.

Kathleen informed the Selectmen that the insurance adjuster from PLT came back with an offer to cut a check for the repair of one side of the Grange Hall roof due to snow damage this past winter. They have come to agreement on a dollar amount.

The Selectmen decided to stay with Upton & Hatfield through at least October and then reassess. Norman made a motion to stay with Upton & Hatfield, Bob seconded and all were in favor.

The Selectmen appointed Kathleen Felch as the town Welfare Director. Norman made a motion to appoint Kathleen as Welfare Director, it was seconded by Peter and all were in favor.

Kathleen presented the new grilling permit for the Park. The Selectmen liked the new permit. Norman motioned to accept the new permit, the motion was seconded by Peter and all were in favor.

Peter made a motion to leave public session at 9:04 pm. Norman seconded the motion and all were in favor.

Norman made a motion to go into non-public RSA91A;3,II (a,b,c,d,e,i) at 9:04 pm. Four employee issues, one resident issue and one town issue were discussed. Norman made a motion to leave non-public session and seal the minutes at 10:37pm. Bob seconded the motion and all were in favor.

Next meeting date is July 20, 2015 at 7:00pm at the Town Hall.

Norman made a motion to adjourn at 10:38pm seconded by Bob with all in favor.

Respectfully submitted,

Michelle Aiken