

**TOWN OF KENSINGTON
BOARD OF SELECTMEN
MEETING MINUTES
April 21, 2014
APPROVED MAY 5, 2014**

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

***This meeting was not taped. With the change in location and equipment limitations, on April 2, 2012 the selectmen made a decision to discontinue tape recording the meetings as it is not required by state statute.**

Site visit to the Police Department parking lot was postponed. The Board will reschedule.

CITIZEN'S FORUM-

Sara Belisle attended to ask the Board if it was possible to relocate a trash bin in the cemetery. She stated she met a woman whose son is buried there and was appalled the trash was right next to her son's grave. Sara had a photo and showed where the trash bin can be moved 30 feet to the right. The woman spoke with Mrs. Webber last year and nothing has happened. The Board agreed it made sense to relocate it and will contact Carl Rezendes for his input.

DEPARTMENT HEADS:

Police Department- Chief Sielicki reported the following:

- Prior to his employment with Kensington, the cruisers were being taken home at night. Once in a while he'll take his home if he has a late schedule and early meeting. Over the last year and a half Unitil has had many burglaries when all three cruisers were parked up front so they try to move them around. Scott Cain lives in town and has been taking them home or will park one at his house when he's not working so it reduced the burglary incidents. When Chief was contacted after the last meeting, he told the officers to park at the trailer until he returned. That first night there was an attempted house break so he is suggesting to the Board to keep moving them around. Norman stated if officers are using them to commute, it becomes taxable with the IRS unless we have a written policy which can show it benefits the town. Since they are first responders it will alleviate the situation.
- He presented a rough layout sketch for the double wide trailers. He visited the Rowley, MA police who are housed in trailers and was given some helpful advice. They said to make sure they are insulated and placed on a slab so they don't settle. Bobby James in town is willing to donate his equipment at no charge but we need to pay the hourly rate for his operators. They will need 400 amp service and test pits on the septic. Lynne advised that Mike Schwotzer contacted her today on behalf of the church cabinet members and they declined our invitation to discuss using the church's well. It was discussed it may be possible to obtain an exemption for a holding tank for the septic. The Board will do a site visit next week at the latest.

- A trailer was donated by Mr. Bailey valued at \$2500 to store emergency equipment. Russell made a motion to accept, seconded by Scott with all in favor. A thank you letter will be sent once Chief and Bob determine it meets their needs.
- The department is down one part timer and he has a good female candidate. He asked the Board to allow him to make her an offer. She's certified in Maine already and once she's made an offer and accepts, he will have the authority to ask if the academy will accept her certification in NH. If they don't, she can attend the part time school or full time academy on her own dime. Norman wanted to review her resume and asked if a decision can be made at the next meeting. Scott and Russell were acceptable to the offer being made and Chief's candidate choice. Russell made a motion to have an offer extended, seconded by Scott with all in favor.

Fire Department- Chief Leblanc submitted paperwork to appoint John Andrews and John Lebel as deputy fire wardens. Dennis Smith and Scott MacDougall are no longer deputies.

Building Inspector-Mark Sikorski presented one permit:

- KLCT Holdings, LLC, 244 Amesbury Road, greenhouse.

Norman made a motion to approve the permit as presented, seconded by Russell with all in favor. Norman asked for paperwork verifying Bruce Cilley has the authority to sign permits for KLCT.

Road Manager- Dave Buxton was not in attendance.

Emergency Management-Robert Gustafson reported:

- There is a meeting on April 30th with Seabrook Station for their quarterly meeting.
- A drill will be held in November.
- June 11th conference for NH Emergency Preparedness
- He will be purchasing shirts and jackets for the deputy and himself so people will know who they are in emergency situations.
- There are funds in the emergency management budget for lettering and maintenance work for the donated trailer.

Assessing- Kathleen Felch presented the following for signatures:

- Elderly exemption
- Intent to Excavate- Ricci and Felch
- Annual library approval for monthly distributions
- Commercial zone

Tax Collector- Carlene Wiggin was in attendance however 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 however he submitted the following updates on the park:

- Keith Palmer is looking into the ventilation at the concession stand. The trust will be covering the costs.
- Spring cleanup is complete and infield mix is on all fields.
- Purely Organic will be coming this week for the first application.
- The Trust has received a donation from the Farm at Eastman's Corner for \$5,400 for the first quarter sales.
- Lynne reported the refrigerator repairman will return on Wednesday and the Board gave her permission to have the compressor repaired if needed.
- The Board determined they will not open the Field C concession stand unless it is a tournament weekend or other large event. They can use a cash box during these events.
- The Board will look into raises for the concession stand workers with next year's budget.
- They will not increase amps for using fryers as it's not a full service restaurant.

Building Committee- Russell thought they should have the members review some of the issues that people had questions on. They want to confirm if trailer leases are one or two years. Norman asked if the same members would be asked back and if anyone else wants to join could they participate. Anyone who wants to be on the committee would be appointed or re-appointed.

NEW BUSINESS:

Building Inspector Appointment- Norman made a motion to reappoint Mark Sikorski as building inspector expiring April 2015, seconded by Scott with all in favor.

2 Gas Light Lane Violation- Town counsel responded if we don't enforce the code, we could be named in a suit. Lynne read the hefty fines and penalties for code violations as well as being found guilty of a misdemeanor. In order to pass the inspection, they would need to install a second railing slightly lower than the original one and they need to repair the right side intrusion. It's a beautiful deck but has an obvious violation. It was suggested to send a notice to their mortgage holder. Lynne will check with town counsel first and we can also have town counsel send them a letter. Scott would like to visit as code enforcement to speak with the owners.

Donna Carter- Lot 9-22-Wild Pasture Road – Donna has a potential buyer for this property and before proceeding she needed confirmation that Map 9 lots 16, 17 and 18 were buildable and grandfathered since they predated our zoning. The planning board referred her to the selectmen and suggested we inquire with town counsel. Lot 9-22 is for sale and lots 9-16, 9-17 and 9-18 are lots of record predating zoning. If lot 9-22 grants a deeded right of way for driveway access and the lots can meet setbacks, wetlands, etc. she wanted to know if they qualified for a building permit. Lot 9-17 has an expired septic design but it meets the 75 ft. setbacks from hydric A and B soils. She stated a lot line adjustment cannot be done until after a building permit is issued for these lots or they will no longer be grandfathered. She presented another court case in town that was first denied and then approved after an appeal. She will submit the information so it can be sent to town counsel. She confirmed it would not affect wetlands and the driveways would be wide enough for fire trucks. Scott Lowell recused himself from the conversation.

Building Inspection Fees- Mark reviewed the fees and reported the most glaring shortfall is the square footage billing doesn't equate to the structures. It should be something based on value of the work to be more consistent. Other small towns pay a salary which they hope is covered by the permit fees. He suggested the plumbing permit again which wouldn't be for everyday repairs. This will put more scrutiny on confirming licensed people are doing the work. He suggested the value of work for the base and Norman suggested doing the permit by checking off how many inspections are needed. Scott said to add a clause stating additional costs will be charged if additional inspections are needed. Mark will track the current and future jobs and start keeping track to see how they would pan out with different fee structures. Lynne stated it would be easier to have a list of job types and how many inspections are anticipated like we do with electrical permits. They always have the option to hold the Certificate of Occupancy if there are failed inspections.

Non Public Session RSA91A:3,II(a,c): Russell made a motion to enter non-public session at 9:35pm, seconded by Scott with all in favor. Two issues were discussed. Russell made a motion to leave non-public session, seal the minutes and return to regular session at 9:59pm, seconded by Norman with all in favor.

OLD BUSINESS

Administrative Assistant:

- **Field Usage Discrepancies-** Lynne will forward KYAA's field usage requests to Russell to review. One overlaps with EJBL and one with Legends. They also want to hold a tournament.
- **Lease Renewal-** The Board signed the lease renewal for one year with a \$200/month increase for the town offices.
- **Town Wide Park Rental-** The Board approved the grilling request since it's on a weekday before kids are out of school, however they determined we should charge the non-resident rates since it's for a commercial business use.
- **Grange Rental-** Carl reported the Friends of the Library will be using the Grange for their annual book, plant and bake sale on May 17th and again on Memorial Day for a book sale. Lynne will confirm the water will be turned on.
- **ERCSD School Board Vacancy-** Lynne reported Jane Bannister has resigned from her recent elected position on the cooperative school board. The selectmen are responsible to find a replacement. The Board suggested contacting Paul Staller who just ran for the Kensington Elementary school board position.
- **Porta-Potty-** There was a porta-potty located in the park that no one was aware why it was there. The septic company advised that Greg Lefebvre ordered it to be delivered to the park for an event he held on April 11th prior to the park opening date. Lynne did not receive an application for the event and left him a message to inquire about it and to have it removed.

Bills & Mail- Bills were approved and signed.

Next Meeting Date- May 5, 2014 7:30pm in the Kensington Elementary School Library.

Approval of Minutes – Russell made a motion to approve the April 7, 2014 minutes seconded by Scott with all in favor.

Scott moved to adjourn at 10:45pm, seconded by Norman with all in favor.

Respectfully submitted,

Lynne Bonitatibus
Administrative Assistant