

**TOWN OF KENSINGTON**  
**Board of Selectmen**  
**Public Meeting Minutes**  
**Monday, November 16, 2015**

In attendance: Norman DeBoisbriand, Robert Wadleigh and Peter Merrill. Norman motioned to open the public meeting at 6:58pm. Robert seconded and all were in favor.

**CITIZEN'S FORUM**

**DEPARTMENT HEADS**

**Police Department- Chief Scott Sanders**

The Chief offered a pamphlet detailing a built in locker for the new evidence room. He told the Selectmen that there would be a camera in the evidence room to "time stamp" entry and exit. He noted the evidence room would be locked at all times. He also offered information to the board regarding a locker for gun storage. Norman asked about dimensions, as the evidence room will be one of the rooms to be completed first due to its nature.

The Chief noted he has a \$16,000 overage to offset the cost of these items. The Chief turned over a receipt from the workshops he attended during his trip to Chicago.

Finally, Chief Sanders noted the department had been called to two overdoses the prior weekend. In one case, a woman passed away. The cause has not been confirmed pending toxicology. He noted it could be the first sign in Kensington of the growing drug trend in other parts of the state. Peter asked Chief Sanders about Narcan. Chief Sanders told the Board he could not require his officers at this time to become trained in the administration of Narcan. He can have a discussion with his officers.

**Building Inspector- Norman Giroux**

Norman had several permits to present for approval.

45 Muddy Pond Road- a whole house generator.

Ray Parkhurst- a 16' X 16' shed. **This application was unsigned and incomplete it is currently on hold.** It was not approved at this meeting

199 South Road- a sleeping cabin. It is a new structure for the Leadership Foundation. Bruce Cilley already presented to the ZBA and setbacks had been approved. A pencil drawing with dimensions was included. Pending approval the septic design will tie into the existing leach field.

Norman revisited the issue discussed at the last BOS meeting. There was a question about the fee charged for a loft on the barn being relocated by the Pinnacle Foundation. The discussion was put on hold as Norman DeBoisbriand was not at the meeting to offer opinion. Bruce disagreed with the fee attached to the loft offering that it is not a complete second floor and according to Avitar not a taxable space. Norman Giroux argued it is usable space and should have a fee attached to it, as with basement and attic spaces in homes.

Norman DeBoisbriand told everyone we need to use past practices in making decisions regarding fees until the new building permit fee structure has been completed and approved. He apologized to both parties for being put at odds regarding the fee structure.

Norman Giroux presented two other permits on the towns behalf, one for the work on the Grange Roof (storm repair) and the permit for the renovation work at the Town Hall.

Norman made a motion to waive the fees on the town permits. Bob seconded and all were in favor.

Norman then motioned to approve all permits, removing the loft fees for the Pinnacle Foundation. Bob seconded and all were in favor. (The Parkhurst permit was excluded based on its incomplete state.)

Norman Giroux told the Selectmen David Storey of Maplevale Builders has completed paving at the Rangeley Road site to the satisfaction of the Road Agent, David Buxton. Norman will continue to perform inspections at this site.

**Road Manager- David Buxton**

David told the Board that all the salt and sand has been delivered. The shed is full. He noted 317.41 tons of salt has been delivered and 373.28 tons of sand has been delivered totaling \$21,740.11. Mixing will now take place.

Roadside mowing has been completed.

Drinkwater Road resurfacing is now complete.

The paving of the dry hydrant is also complete and the final cost was just under \$3,000 to complete the paving and parking spot near the hydrant. He is pleased.

He noted that street signs are being stolen. David asked Bob to investigate a welding solution to prevent further theft.

There was discussion between David and the Board regarding plowing and shoveling for the coming season. There is uncertainty as to who has certain responsibilities. The parties involved are Matrix and Chris Batchelder. The Board suggested contacting both parties to determine responsibilities. There was discussion about sending a bid out in the event there are others interested. Nothing was determined at this meeting but to agree time is of the essence to determine the plowing and shoveling for the season. The discussion will continue going forward.

Chief LeBlanc told the Board and David there are portions of the Fire Station parking lot that need to be paved. The Board told Chief LeBlanc would need to cover the paving within his budget. Chief LeBlanc disagreed. David Buxton said he will ask Matrix to look at paving the fire station. The discussion will continue.

Chief LeBlanc asked about using some of his budget surplus to purchase AIR pacs. He asked to reallocate some money for the purchases. He told the Selectmen he has a bottom line budget and thinks he can move money to support the purchase. He needs six pacs to complete the requirement. The AIR pacs are \$6000.00 each, he would like as many as he can get. He also noted the AIR pacs on engine 1 with old tanks are not compatible with the new high-pressure tanks.

**Emergency Management- Robert Gustafson**

Bob reported he attended the Seacoast Public Health Meeting on November 12 regarding health issues and disease.

He also informed the Board that there is going to be a practice drill on November 18 towards the Seabrook qualification drill, which will take place in April.

**Tax Collector- Carlene Wiggin**

Carlene reported the tax bills have been mailed and are due on December 14, 2015.

**Recreation Department- no members in attendance.**

Kathleen reported the recreation Department is supporting the learn to ski program at Bradford. It is a non-profit for the recreation department. Kathleen offered a check for signatures for Ski Bradford.

**Sawyer Kensington Trust- Bruce Cilley**

Bruce told the Selectmen the toilet in the main bathroom has been fixed. The closing date for the bathrooms will be on December 1, 2015, which goes along with the park closing date.

**Town Clerk- Dawn Frost- not in attendance.*****NEW BUSINESS***

Kathleen presented Veteran's exemptions for signatures. She noted there are three Veterans in one household, which is very uncommon. Each Veteran has a separate interest in the house so they all qualify.

Kathleen informed the Board the assessment ration has been set. The trial ratio is 94.4%. The Selectmen signed the assessment ration for the state.

Kathleen told the Board Tri-State Fire Protection has tested the fire extinguishers.

Kathleen presented the Primex application for town property liability insurance (the vehicles etc.) Norman signed the application. Norman then motioned to allow Kathleen to send the authorized application to Primex. Bob seconded and all agreed.

Kathleen presented the bills for signatures.

Kathleen presented the fire points checks for signatures. Bob asked how the points are determined. It was discussed that each call has a point system and the respondents' level of training is assigned a certain amount of points. Training classes are also assigned points. The Board would like to discuss the points with Chief LeBlanc at a future meeting.

There will be a budget meeting with department heads on Thursday, November 19 at 6:30 in the KES library.

The Board of Selectmen offered an update/overview of the progress at the Town Hall to date. They noted there is a volunteer manual, which offers each volunteer the opportunity to fill out the scope of work they will perform. Volunteers must fill out a scope of work with a signature to be covered during the duration of their time as a volunteer at the renovation project at the Town Hall.

Norman offered the following updates:

- The removal of trees for the leach field
- Peter noted some of the larger pine trees may need to be removed due to their (possible) weakened state with removal of surrounding trees.
- A plan to establish re-growth will be considered once precarious trees have been removed
- Excavation for foundation is complete.
- Gravel from the foundation excavation will be used in the creation of the parking lot.
- The oil tank was removed and while there were no leaks there were many signs of wear so it will be replaced.
- Footings are complete
- Foundation will be poured on Wednesday and stripped on Thursday and Friday.
- Foundation will be back filled before Thanksgiving
- Framing will begin after Thanksgiving
- The Board is seeking an elevator bid, they are using an Otis footprint for the elevator shaft
- The elevator shaft will consist of a block wall up to the attic
- The Board is presently getting estimates from masons for the elevator work
- In the lower level they are studding doorways ( when it is too cold outside to work it will move inside )
- The Police evidence room is going to be a priority
- Ballistic proofing for the PD windows: If windows are cost prohibitive a laminate can substitute.
- Norman Giroux will oversee the project but will not perform any inspections
- Norman DeBoisbriand will volunteer to frame
- Peter Merrill will volunteer with the heating system
- When all Board members are volunteering, they are going to check with legal if they need to notice that time
- The Board will seek lumber estimates from CP Lumber, Johnson Lumber and a third to be determined
- Robert Fee volunteered his services with electrical work. Like Norman Giroux he will not perform electrical inspections, a state inspector will do those inspections.
- It is expected that the exterior walls and ceiling will be spray-foam insulated.
- A town resident has volunteered plumbing services
- The Police evidence room is expected to be finished by February.
- Weston will provide a secure network for the Police Department
- There is a set of plans at the town offices
- The fire alarm system will be updated
- Linda Blood noted a facebook page with photographs archiving progress at the Town Hall is up. Residents can check out the facebook page at [Kensingtontownhall2016](https://www.facebook.com/Kensingtontownhall2016). Residents can also submit pictures. It is not a site intended to entertain questions. There is a link on the town website to the page.
- The Board is planning to keep the budget for the town hall public.
- Norman asked that residents attend meetings to voice any questions or concerns
- Updates will be provided on a regular basis.

Bruce Cilley asked the Board if they planned on seal coating the foundation before it is back-filled, he suggested it is good practice to do so. The Board agreed they should have the foundation seal-coated.

Norman said on behalf of the Board, they are happy with the progress to date.

Norman made a motion to go into non-public session RSA91-A:3,II(c,e) at 8:59pm. Bob seconded and all agreed. Three matters of personnel were discussed, one legal matter was discussed.

Norman motioned to leave non-public session and seal the minutes at 9:20pm. Bob seconded the motion and all agreed.

Kathleen presented minutes for approval. Norman made a motion to approve meeting minutes from June8, June15, June22, June 25, June30, July 6, and July 20,2015. Bob seconded and all were in favor of approval.

Norman adjourned the meeting at 9:32pm.

The next meeting will take place on November 30, 2015 in the KES Library.

Respectfully Submitted,  
Michelle Aiken