

**TOWN OF KENSINGTON
BOARD OF SELECTMEN
MEETING MINUTES
JANUARY 4, 2016
Kensington Elementary School Library**

In attendance: Norman DeBoisbriand, Robert Wadleigh and Peter Merrill. Norman motioned to open the public hearing for the budget. Peter seconded and all agreed. The meeting commenced at 7:00 pm in the KES Library.

Norman explained there had been two informal meetings with a budget committee to create the 2016 budget. Norman and Peter proceeded to read the proposed 2016-town budget line by line. Two slight errors were noted and corrected during the process. There was a single question posed by Pam Schotzer regarding the decrease in the plowing line. Norman noted that there is not an exact science to the plowing line, noting the winter of 2015 being so extreme. He explained the plowing line is devised by using an average of the prior four years. He also noted The FEMA reimbursement in 2015 due to the extreme snowfall and its impact on the 2016 budget.

Once the budget overview was complete, Peter motioned to accept the 2016 proposed budget as presented noting the corrections. Norman seconded and all agreed.

Norman then motioned to leave the public hearing portion of the meeting at 7:38pm. Peter seconded and all were in favor.

Norman motioned to open the public meeting at 7:39pm. Bob seconded and all agreed.

CITIZEN'S FORUM

DEPARTMENT HEADS

Police Department- Chief Scott Sanders reported:

Chief Sanders thanked the board for the improved parking situation at the construction site behind the Town Hall. He noted a great improvement in access for the emergency vehicles.

Chief Sanders told the Board the Police Department received confirmation of a suspected heroin overdose death in Kensington. He noted this is the first opioid death in town. He then told the Board of a recent traffic stop in Kensington, which resulted in the seizure of the vehicle and the discovery of the largest amount of heroin the Chief has witnessed upon execution of the search warrant. The Chief noted, even our small town is being affected by the current heroin epidemic that he has seen in other nearby towns.

Fire Department- Chief Charles LeBlanc reported:

Chief LeBlanc asked about encumbered funds to purchase 4 sets of AIR pacs to ensure compliancy. The Board noted the encumbered funds had been approved at the last BOS meeting. Chief LeBlanc thanked the Selectmen and said he would be making the purchase for the Fire Department.

Building Inspector- Norman Giroux

Mr. Giroux had no new permits to present. He asked the board about the status of the requested change in fee collection from 40/60 to 60/40 as discussed at prior meetings and work sessions. The Board told Mr. Giroux they would finalize that at the Public Hearing on January 18, 2016. Mr. Giroux thanked the Board.

Road Manager- David Buxton

David addressed several issues, they follow:

- He noted that they first go at snow removal was a little bumpy. He had a new employee plowing lots and shoveling. David ensured the Board that he, after the fact, took the employee around town to explain expectations at various sites. He again apologized and noted his confidence regarding the next snowfall.
- Peter told David about a citizen's concern for the "bamboo" like species that grows on many roadsides. There is concern for the hazardous condition that is being created on route 150 near the town lot. Chief Sanders agreed that the growth does create a hazardous environment. David told the Board it is the responsibility of the state, but is not sure they would respond with urgency. David noted that mowing often does kill or at least control the growth, but current mowing schedules do not allow for that. Chief Sanders asked Mr. Buxton if he and David, along with the Board of Selectmen, could craft a letter to the state noting the concern they may get a better response. David agreed. The Board agreed.

- David asked the Board to consider a truck enforcement regarding truck traffic through Kensington. He noted particularly the logging trucks and the effect on town roads. The Board asked David's suggestion. He noted he is uncertain if taking each case by case or if the town needs signage to enforce gross tonnage on area roadways. He asked that the Board put this issue on the agenda for a future meeting to discuss options. The Board agreed.
- David asked Kathleen and the board to put a friendly reminder on the town website noting that plowing and trash pick-up will not happen on the same day. Should there be a need for plowing trash removal would be postponed to the next available day. Peter asked Chief Sanders if this issue was something that could be addressed on Nixel? The chief agreed to post the reminder on Nixel for the town.
- David asked the Board what their expectation was for plowing at the town park. The Board asked for a pass through by the plow to allow for emergency vehicles. David agreed.

Emergency Management- Robert Gustafson was not in attendance.

Tax Collector- Carlene Wiggins had nothing to report.

Town Clerk- Dawn Frost was not in attendance.

Recreation Department- had no members in attendance.

Conservation Committee- had no members in attendance.

Sawyer Kensington Trust- had no members in attendance.

Assessing Office- Kathleen Felch

Kathleen asked the Board to allow her to defer so that the Board could address the town Library representatives that had been invited to the meeting. The Board agreed.

The Board thanked Susie Gilbert and Jack Herney for attending the meeting. The Board noted concern over a new vendor the Library had secured to do the plowing and shoveling. The Board noted their concern because Chris Batchelder has been contracted by the town to do the plowing and shoveling. Susie and Jack each spoke to the Board expressing their disappointment with last years snowplowing in the front of the library and the shoveling for safe passage to the door. They noted that very often the front was not plowed completely to accommodate all of the parking spots and sometimes the walkway was not shoveled until much later in the day. The offered concern for families with young children that want to take advantage of the libraries facility and programs, particularly on the snowy days. Susie noted she often had to call Kathleen at the town offices to complain about the plowing and shoveling last year. Susie told the Board she thought she would be doing the town a favor by finding a separate vendor. She had no intention of going against the town policy. The Board told Mrs. Gilbert and Mr. Herney they understood their concerns and would do their best to ensure a more complete plowing and shoveling job at the Library. All agreed last year was an unusual year for snow totals. All also agreed that having more parking at the school lot and the pathway would certainly be an asset this winter. Susie and Jack took a moment to, again, thank the Selectmen for their influence regarding the new pathway. Finally, the Board explained they would like the library to use the services provided by the town for the reason of the contract in place and from an accounting standpoint, the Board would like department heads to be responsible to their budgets and the library does not currently have a line item for snow removal. There was discussion of a sign to acknowledge the extra/additional parking behind the library and all parties agreed this would be beneficial. Susie and Jack both agreed and reiterated the point that they did not intend to confuse an issue but rather address the issue of snow removal without burdening the town. All parties agreed to the understanding that came about at this evenings meeting. The Board thanked Mrs. Gilbert and Mr. Herney for their time.

Kathleen offered a permit for The Farm to have its annual Winter Festival on February 6th from 11-3pm.

Norman made a motion to accept the permit for The Farm's Winter event. Peter seconded and all agreed. When asked Chief Sanders said he had not been contacted for a detail for the event.

Kathleen presented the MS60 form for signatures. The form has to be submitted each year noting that the town uses a public accountant for auditing. The Selectmen signed the form.

Kathleen presented a quote from Primex as the town seeks a new carrier for its insurances. Kathleen noted the quote was extensive and comprehensive, she told the Board she has had excellent responses from Primex when she sends inquiries. Chief Sanders supported her claims regarding Primex. Norman suggested the Board wait until they have received quotes from other companies to continue the discussion.

Kathleen told the Board, The Health Officers Association Spring workshop will take place on May 18, 2016 and will cost \$35 per person attending. The Board will discuss at a later date.

NEW BUSINESS

OLD BUSINESS

The Board received an Inspection Report from Christian Smith of Beals Associates, PLLC. Regarding the status of the Kuegel Gravel Pit. The Board will seek legal council before proceeding. The findings were also sent to Mr. Kuegel. Norman noted he finds the reports provided to date seem to conflict one another. The Board agreed to continue discussion after seeking council.

Norman took time to give building updates to the attendees, he noted the following:

- Ready to do the deck for 2nd floor
- Walls are going up on the second floor
- Otis Elevator has been contracted to install the elevator.
- The town is looking for a contractor for the roof and siding.
- 80-90% of the old wiring has been removed; new wiring is being pulled in the framed areas.
- Rough plumbing is complete for showers and bathrooms
- Hope to have the addition weather tight by the first part of February
- Looking for heating contractor
- Looking for insulation contractor
- Hope to have contractors in place late February or early March
- Board will discuss pro/con of having the PD move in when that area is complete
- Windows have been ordered and should ship soon
- Rough openings for windows are complete

When asked by Linda Blood, the Board said they will firm up volunteers for lighter work (painting etc) as construction progresses.

Peter told the attendees he was asked by a citizen about the windows that have been selected for the addition. Norman offered that there is very little deviation from the architect plans other than the manufacturer. The rough opening has been set to accept the windows that have been ordered.

Kathleen presented the bills for signatures.

Norman told the Board after being presented with a bill from Benson Lumber that Norman Giroux has been keeping track of all lumber deliveries for accuracy.

Norman made a motion to approve the purchase of plumbing supplies from The Granite Group. Bob seconded and all were in favor. The order numbered 858011600 totals \$5247.01

Norman made a motion to enter non-public session RSA 91-A:3 II(c,e) at 9:18pm. Peter seconded and all agreed. One personnel issue was discussed and one legal matter was discussed.

Norman made a motion to leave non-public session and permanently seal the minutes at 9:38pm. Peter seconded the motion and all agreed.

Norman adjourned the meeting at 9:39 pm. The next meeting will take place on January 18, 2016 in the Kensington Elementary School Library at 7:00pm

Respectfully Submitted,
Michelle Aiken