

**TOWN OF KENSINGTON**  
**Board of Selectmen**  
**Meeting Minutes**  
**March 7, 2016**  
**KES Library 7:00pm**  
**Draft-subject to board approval**

***In attendance: Peter Merrill, Robert Wadleigh. Norman DeBoisbriand was not in attendance this evening.***

Peter opened the public meeting at 7:04 pm.

**CITIZEN'S FORUM**

David Buxton asked the Board why Norman Giroux, the town building inspector, was no longer on the agenda. Peter explained that Norman Giroux is now in charge of all things having to do with the building permit. Peter told the attendees that residents will now meet with Mr. Giroux to obtain a building permit. He will make any decisions regarding the permit and meet before the planning board or ZBA should it be deemed necessary. Mr. Giroux will no longer present permits to the Board of Selectmen. The Board will now be strictly an enforcement body.

**DEPARTMENT HEADS**

**Police Chief Scott Sanders:**

Chief Sanders took a moment to thank all of his officers, the Kensington Fire Department and first responders that answered the call to a fatal car accident on route 108 in Kensington on February 29. The chief commended everyone on their ability to work side by side at a very difficult accident scene. He informed the attendees that the Kensington Fire Department volunteers stayed on scene through the night to support state and local police and other first responders. Peter Merrill mirrored the chiefs' comments, commending all involved in a very difficult scene.

**Fire Chief Charles LeBlanc:**

Chief LeBlanc told the Board he was also pleased with the way everyone worked together at the accident scene. Chief LeBlanc said he has all of the old air Pacs cleaned, photographed and itemized. He has been in contact with a vendor that purchases used equipment. Peter asked Chief LeBlanc if he had means to compare offers to better understand the value of the old air Pacs. Peter suggested ebay. Peter suggested the FD needs to get some idea of the value to ensure they are getting the best deal. Chief LeBlanc said he would look into the matter and not make any decisions without informing the Board at a future meeting.

When asked about write offs back to COMSTAR billing, Chief LeBlanc said the town had always used a soft billing approach. Peter asked him to go on a fact finding mission and ask other towns how they go about billing. The Board noted that the town is writing off approximately 25% annually in uncollected fees.

**Road Manager- David Buxton:**

David said he was going to meet with Bob to review areas in town that need to be shoveled versus areas that do not need to be shoveled. He noted there were pictures sent to the town questioning an area that had not been shoveled behind the fire station. David noted that with the new pathway from the school parking lot to the library, there is no need to shovel another path between the fire station and library. It was the hope that by not shoveling it would deter people from cutting through and not using the new pathway. David suggested the town should get a chain to help deter people walking through behind the fire station.

David informed the Board that there is activity in the pit at 173 Drinkwater Road. He will be relocating the Trucks entering sign before the crest of the hill. He will also be taking pictures of the edge of the road. David feels that any deterioration of the road will be the responsibility of the trucking company. He informed the Board that a construction entrance needs to have 50 feet of stone. He would like the town engineer to do a walk through at the site. He is also considering speed limit signs for that area. Bob asked about posting for frost heaves. David does not think it is necessary this year with the mild winter.

David told the Selectmen that there is going to be a new traffic pattern in Exeter while the Exeter Dam is removed. He needs to get signs to post on Drinkwater Road and send a soft letter to the BOS in Exeter and Exeter Public Works to ensure there will not be increased truck traffic through Kensington during construction in Exeter.

Finally, Mr. Buxton told the Board he thinks Chris Batchelder's plowing contract is up in April. He would like the Board to consider how to proceed before next October.

**Emergency Management- Bob Gustafson:**

Bob was recently away at the Radiological Emergency Preparedness Training. He is now preparing for the graded drill on April 5, 2016 for Seabrook.

**Tax Collector- Carlene Wiggin:**

Carlene asked the Board to sign a letter giving her permission to make deposits for the town per RSA 41:29VI. The Board agreed.

**Town Clerk- Dawn Frost, not in attendance**

**Recreation Department, no members**

**Conservation Committee, no members**

**Sawyer Kensington Trust, no members**

**Town Assessing Dept.- Kathleen Felch**

Told the Board Steve from Byte Fixx would be going to the town hall and asked if the board wanted employees to come in to show the placement of new ports. Peter suggested once HVAC is complete.

Kathleen presented to the Board items under New Business as well.

***NEW BUSINESS***

Regarding the new Library Pathway, the Board will suggest the reason for not shoveling a pathway behind the fire station is to encourage the use of the new pathway. Bob will stop by the library. The Board will see how a chain with a sign will work to deter people walking behind the fire station to the library.

Kathleen presented Property Liability quotes. The Board held off until Norman DeBoisbriand returns.

Kathleen asked the Board to sign letters so auditing companies can check the balance of the accounts. The Board signed a letter for Pinnacle Public Finance, Inc. for the fire truck and NHMBB for the Kimball Bond.

Kathleen presented a permit request for the Grange Hall on April 17, 2016 for a baptism. **Peter made a motion to accept the permit. Bob seconded and both agreed.**

Kathleen shared a letter from Joan Webber regarding the boxes she purchased for the storage of the historical data books.

Kathleen presented a permit form EJBL for the use of the parking lot area and the baseball and softball fields for a tournament. The Board then had a discussion regarding the fee schedule and the large cost of using the lights at the park. Bob asked if the town should talk to Unitil about a way to mitigate the cost. Peter suggested that take the park permit request under consideration until they can set an appropriate fee schedule.

Kathleen presented a permit request for the parking lot at Sawyer Park for June 11, 2016 for the Alzheimer's Association and its annual **ride to end Alzheimer's**. There will be approximately 200 people. Peter expressed concern for the bikers with other events going on at the park. The Board questioned the use of bathrooms as well. Kathleen also presented the request of the use of the roads for cycling. The Board signed the use of the roads for cycling. **Bob made a motion to sign and allow use of the roads for the ride to end Alzheimer's on June 11, 2016. Peter seconded and both agreed.** Peter then suggested Kathleen to ask the organizers to use Wayside Park as a stop instead of Sawyer Park. Kathleen will ask the organizers and report back to the Board.

Kathleen asked a board member to sign a notice of intent to tax personal property on the land of another and a second notice of intent to tax buildings on the land of another.

The Board had a discussion regarding the potential home occupation at 21 Amesbury Road. Kathleen noted the issue is a question of a "detached addition". The ZBA had requested this application to be sent to legal counsel to weigh in. This issue is ongoing. **Bob motioned to have the home occupation question at 21 Amesbury be sent to legal counsel. Peter seconded and both agreed.**

Kathleen will take steps to start the L-CHIP grant application for the town hall started. It will only apply to the old town hall and lower level.

Bob Gustafson asked about the building load with regard to applying for grant money for the generator. Peter offered Jim Janke's information to Bob. Bob will follow up with Jim.

Kathleen presented a map from the DOT. Bob and David will get together to ensure all roads in Kensington are represented.

Kathleen gave the library appropriation information to the Board. They signed it.

A certified letter will be sent to The Country Brook café regarding their sign. Kathleen will check on current sign ordinances.

The town received a letter regarding a trash issue on December 30, 2015. On this date Chris Batchleder was turned away from Integrated Paper and brought trash to Wheelabrator instead. The letter states that the state of Massachusetts cannot burn recyclable material. Peter suggested the town forward copy of the letter to Integrated Paper for their part in the error which occurred on December 30.

Kathleen brought to the board attention a question regarding Fire Fighter training and the case of an injury during training. She will follow up with Primex.

Regarding the complaint of a broken granite post on Hudson Drive due to plowing. The town does not replace damaged posts.

Kathleen gave the Board a questionnaire from the auditing company asking for corrective actions taken regarding inaccurate finding in previous years.

Bluesky Tower is looking for town land for a cell tower. In the form of a letter they sent an inquiry. Bob Gustafson suggested the town seek legal counsel if there is ever consideration for a cell tower.

Kathleen will forward the town assets list to department heads to determine what equipment is still owned by the town. She will email the list to the BOS.

### ***OLD BUSINESS***

Building update:

- HVAC is about 50% complete
- Outer trim is going up
- Siding will begin this week
- Some rooms are being fast tracked for the PD in the lower level
- Looking for bids for installation of sheetrock
- Mid June opening
- Current lease holder of town offices is flexible with the lease, town is keeping an open dialogue
- Peter to ask about early termination fee for PD trailer
- Knox box location should be visible from entrance (main) within 5 feet of lower level door

Kathleen presented bills for signatures.

**Bob motioned to accept the quote from the siding company C.S.B Construction Services. Peter seconded and all agreed.**

Kathleen will invite the Recreation Committee Kelsey Plourde to the March 21, 2016 meeting to discuss hiring and expenditures as they relate to the Rec's Summer Camp Program, and all recreation programs.

**Peter made a motion to enter into non-public session at 9:00pm per RSA 91-A:3, II (e) . Bob seconded and all were in favor. One legal matter was discussed.**

**Peter made a motion to resume the public meeting at 9:15pm. Bob seconded and all agreed. Peter made a motion to permanently seal the non-public minutes, Bob seconded and all agreed.**

**Peter adjourned the meeting at 9:16pm.**

The next meeting will take place on March 21, 2016 in the KES library at 7:00 pm.

Respectfully submitted,

Michelle Aiken

