

TOWN OF KENSINGTON  
BOARD OF SELECTMEN MEETING  
Kensington Town Hall  
95 Amesbury Road  
Kensington, NH 03833  
MONDAY  
APRIL 15, 2024  
**Meeting Minutes-DRAFT**  
**6:30 PM**

**In Attendance: Joseph Pace, Robert Solomon, Robert Gustafson**

**Public Comment-**

**J. Pace opened the public hearing at 6:31pm**

**Public hearing for change in fees for Special Detail Rates.**

A Public Hearing will be held by the Board of Selectmen on MONDAY APRIL 15, 2024, at the Kensington Town Hall, 95 Amesbury Road, Kensington, NH at 6:30pm, in accordance with RSA 41:9-a to amend the fees for the police department. The second hearing, if needed, on this proposal will be held on WEDNESDAY APRIL 17, 2024 at 6:30pm, at the town hall.

J. Pace closed the public hearing at 6:31pm; there were no comments or questions from those in attendance.

**B. Solomon made a motion to adopt the amended fee schedule for the police department, seconded by B. Gustafson, all in favor.**

**DEPARTMENT HEADS:**

- Police Department –Chief Scott Cain –
  - A search warrant was carried out on South Road last week and the suspect is considered missing at this point. The investigation is still considered active. ICAC will be reimbursing the department for the overtime spent on this investigation.
  - There will be a letter sent from the board to the Town of Seabrook on the Gun Range.
  - Unutil letter will be produced and signed by the board.
  
- Fire Department – Interim Chief Scott MacDougall –
  - Nothing major for fire department during the storm
  - Saturday there was a house fire on North Haverhill Road, the home was not damaged extensively. Chickens were housed on the second floor of the structure with a heat lamp.
    - Chief Cain explained that the state police did not stay so he responded to the call.
  - Chief MacDougall is working on getting the town channel back for emergency services, it is currently being used by Exeter PD so Chief Cain will discuss with the Exeter Police Chief.
  
- Road Manager – Matthew Armstrong-
  - In the last storm there were a few big trees that came down and a couple of road closures.
  - A Rose Petal Lane resident contacted him with concerns about the road drainage. He is looking into it and K. Felch will get him the plan sets from downstairs on the road. M. Armstrong has reviewed it and will get back to the board on what can be done. Hopefully it is an easy fix and

not the estimated \$10,000 expense. K. Felch will reach out to engineers if M. Armstrong can not find a fix.

- Trimble Trail drainage, K. Felch will pull the plan sets for that roadway as well for M. Armstrong to review drainage and road plan.
- One Moulton Ridge Road is doing some work within the town's drainage easement. K. Felch will reach out to them and make sure that they are aware of the drainage and that they will need to make sure that there is no run off onto the school property.

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**NEW BUSINESS:**

- OPEN AIR PERMIT – CROWS FEAT FARM- the board and the department heads reviewed the information submitted by Crow's Feat Farm and they decided a site visit with all departments would be best to identify the new stage area, new building, and any concerns all at the same time. The board had questions on the structure being used and if the certificate of occupancy has been issued yet, as well as the traffic pattern and emergency services access if needed. The board will review the application on May 6, 2024.
- LETTER FROM BOARD TO UNITIL ON DETAIL RATES- Letter was reviewed and amended and will be forwarded to Unitil this week.
- SEABROOK FIRING RANGE- waiting for more information.
- ALCOHOL PERMIT FOR TOWN PARK- Kim Houghtaling for May 30, 2024 for the retirement gathering for teachers. **B. Gustafson made a motion to approve the alcohol permit for the retirement gathering for the teachers; B. Solomon seconded, all in favor.**
- RIDE TO END ALZ- 6-1-24- Road permit, Chief Cain will reach out and discuss what details will be needed for the event. Chief Cain stated that they usually stop at Country Brook. B. Solomon asked if there was a conflict with the park having events that day and if they got a permit from them. There was no indication that they wanted to use the park for any part of the ride. **B. Gustafson made a motion to approve the permit for Ride to End Alz on June 1, 2024, B. Solomon seconded, all in favor.**
- NHMBB request for ACH transfers only
  - K. Felch approached the board for permission to send ACH payments to NH Bond Bank as they will no longer accept checks mailed to them for bond payments. The board is okay with the town pushing money to them, not them taking from the town accounts.
- Potential Town Tournaments at the park to be discussed with the Police Chief to be sure that parking is addressed before the events. B. Solomon will relay that to the trust.
- Previously approved exemptions that needed signatures were signed.

**Town Administrator:**

Kathleen Felch-

- SOLAR EXEMPTION FORM
  - **B. Gustafson made a motion to approve the solar exemption for Justin McLane and Donna Dimauro, B. Solomon seconded, all in favor.**
  
- BARN EASEMENTS
  - North Road Realty Trust Map 11 Lot 26 consisting of 4 structures to be reduced by 25% and value taxed will be 75%.
  - Bodwell Family Farms Trust Map 7 Lot 15 consisting of 3 structures reduced by 75% and value taxed will be at 25% of the value for the barns due to condition.  
**B. Gustafson made a motion to approve the barn easements for North Road Trust 2 North Road Kensington and Bodwell Family Farms Trust 78 Stumpfield Road, seconded by B. Solomon, all in favor.**
  
- LETTER FROM CONSERVATION COMMISSION CHAIR- PAM HOLLAND-HODGES LAND
  - EMAIL AND LETTER- to board stating that there were issues found when the conservation area was walked.
    - Notify abutters about dumping leaves on town property to all abutters and not certain ones.
    - Lumber to be removed from Moulton Ridge Road. K. Felch stated that she was told that there was a bridge that was going to be constructed and the lumber was put there for that purpose but it is not known who deposited the lumber there or who purchased it. M. Armstrong stated that there are telephone poles too large to remove at the size that they are. There are about 10-12 logs there at this time.
    - Misplaced signage on the abutting properties should be removed.
    - The Town of Kensington Closed sign should be removed and stated that access should remain open. The use of a sign closer to the beaver pond would be agreeable to the Conservation Commission stating the habitat of the beavers.
      - The letter from the Society addresses more signage issues.
  - J. Pace stated that the CC and the Easement holder have an opinion on the towns liability exposure on the trails being open that the insurance provider does not share.
    - The easement holder has a complaint about a couple of the abutters who applied signage to their land. These signs went up after discussions with the town on people accessing private property to access the Hodges Property due to the water levels. They believe that the signs are not on private property and will need to be removed.
    - We need to assess where the boundaries are for each lot and if there are signs or fences on the conservation land and not on personal property.
  - K. Felch stated that the boundary looks to be the rock wall on the plan that the town has access to.

- J. Pace wants to delineate the boundaries with the homeowners. And discuss who should be going out to the property and assessing.
  - B. Solomon asked if the Conservation Commission should be taking charge of this and presenting it to the board, stating the condition of the trail running through the area as well as the boundaries.
  - The board would like the Conservation Commission to take a field trip out there with the property owners to delineate the boundary lines.
  - K. Felch will write letters to the abutters about the dumping of leaves.
  - J. Pace asked if this letter had been formulated by the commission or just from the walk that the chair had with the easement holder. B. Gustafson will bring this up at the next meeting and see what the next appropriate steps might be.
- Approval of Board Minutes APRIL 1<sup>ST</sup> AND 10<sup>TH</sup> - tabled
  - Bills and payroll manifests were signed.
    - **Next meeting May 6, 2024, and May 20, 2024**
    - Memorial Day Parade- Becky from the school contacted J. Pace about the Memorial Day celebration and asked if the town would be joining the school again this year. J. Pace stated that there will be a planning meeting on April 30, 2024, at the school for this event. They are proposing to hold this year's event on May 23<sup>rd</sup> due to the school being closed that Friday and Monday. K. Felch shared the email with the departments that would be interested in the event.
    - Casella did not call K. Felch today with updates to the contract for trash and recycling but will discuss with her on Wednesday this week.
    - J. Pace reviewed the document from Overwatch for the town to sign to proceed with the contract for the town to migrate to a .GOV account. J. Pace signed his document during the meeting. April 15, 2024, will be the active date for the date of the contract. The board agreed to sign this via DocuSign to be able to start the process. This grant will pay for 3 years of the migration costs and will have the town pick up charges after the grant. The town will track the charges and add them to the budget in 2027.
    - 2 payrate forms were signed for the summer camp for the Director and Coordinator.
    - Road Budget was discussed with M. Armstrong. The board would like to move money to the Road Reconstruction Warrant article to allow for room in the budget. M. Armstrong went through his totals and he is ahead on Sand and Salt and might have \$10k in that line item to help. He will get by with what he has and he would like to keep the roadside mowing for safety reasons. The board is happy with the \$10k and him working with them to come up with funds to offset the increased contract prices that are not included in the default budget.
- B. Gustafson made a motion to adjourn the meeting at 8:18pm, seconded by B. Solomon, all in favor.**

Respectfully submitted,

Kathleen T Felch  
Town Administrator