

**TOWN OF KENSINGTON
BOARD OF SELECTMEN MEETING
Kensington Town Hall
95 Amesbury Road
Kensington, NH 03833
MONDAY
JULY 10, 2023
MINUTES - APPROVED
6:30PM**

In attendance: Joseph Pace (Chair), Bob Solomon, Bob Gustafson, Kathleen Felch (Town Administrator), Owen Corcoran (Land Use Administrative Assistance)

J. Pace called the meeting to order at 6:31pm and asked all present to stand for the Pledge of Allegiance.

Public Comment- None

AGENDA:

J. Pace opened the public hearing at 6:32pm

PUBLIC HERING- UNANTICIPATED FUNDS AND BUILDING FEE AMENDMENTS

The Kensington Board of Selectmen will hold a Public Hearing on Monday, July 10, 2023, at 6:30 p.m. at the Kensington Town Hall, 95 Amesbury Road, Kensington NH 03833, to amend and accept the following:

- To accept unanticipated funds in accordance with RSA 31:95-b for receipt of any and all unanticipated funds for 2023. This process requires the Board of Selectmen to hold a public hearing to accept unanticipated funds received.
 - K. Felch presented grants for unanticipated funds in the amount of \$37,226.63.
 - B. Gustafson asked if the unanticipated funds are from the Department of Homeland Security for Seabrook Station. K. Felch explained that the funds from Seabrook Station are expected, so they are not treated as unanticipated funds.
 - J. Pace asked if any members of the public wished to make comments. Seeing none, J. Pace asked the board if they had any comments.

MOTION: B. Gustafson made a motion to accept the sum of \$37, 262.63 as a grant for the town of Kensington. B. Solomon seconded. All in favor, none opposed, no abstentions.

- To amend the building permit fees in accordance with RSA 41:9-a, as presented by the Building Inspector. This process requires the Board of Selectmen to hold a public hearing before amending fees.

- J. Pace stated that spread sheet seemed a little counterintuitive, so a walkthrough might be helpful. K. Felch read through the current building fees and the proposed changes (Addendum 1). She detailed how the proposed changes differed from the current ones, and that Gino Rignoli (Building Inspector) had researched how other towns structure their building fees.
- B. Gustafson asked if G. Rignoli has modeled out whether this will be an increase or decrease in fees. K. Felch explained that when comparing the new fee proposal for the same type of project, the fees do go up.
- J. Pace asked if the purpose of the new fee proposal is intended to be more in keeping with industry practices or is it because the current fee schedule isn't bringing in enough revenue.
- K. Felch stated that she cannot speak for G. Rignoli, but from what she understands the current fee schedule is bringing in enough revenue. She stated that G. Rignoli wants to be able to pay for his building programs, and also to bring the fees structure more in line with other towns.
- J. Pace asked when the fees schedule was last updated. K. Felch stated that the fees were updated 6 months prior. B. Solomon stated that he does not see a downside.
- J. Pace reviewed the proposal by line item. He highlighted solar arrays, and G. Rignoli stated that some towns have a set fee, and others go by the building cost. J. Pace stated that he doesn't want the fee schedule to be a barrier to entry, since the town encourages people to consider solar energy.
- J. Pace stated that the cost of building projects has gone up dramatically, and the town's building fees have not kept up. He stated that basing the fees off of valuation can allow the fees to keep pace with fluctuating building costs.
- K. Felch asked if they wanted to assign a start date for the new fee schedule. G. Rignoli recommended starting the new fee schedule on the 1st of the month.
- J. Pace asked for public comment. Seeing none, J. Pace closed the public hearing at 7:03pm.

MOTION: B. Solomon made a motion to adopt the proposed building permit costs as presented, to commence on the first of the month. B. Gustafson seconded. All in favor, none opposed, no abstentions.

A second hearing if needed on these issues will be held on July 24, 2023, at 6:30pm in the Kensington Town Hall, 95 Amesbury Road.

DEPARTMENT HEADS: (Chief Cain, Matthew Armstrong, Gino Rignoli, were present)

- Police Department –Chief Scott Cain –
 - Chief Cain expressed concerns about lack of communication from the town park trust. He stated that there has been an increase in last-minute communication, or none at all, for scheduled events.

- B. Solomon stated that if the event is big enough, or there is alcohol at an event, Bruce is supposed to notify the police department. He stated that part of the problem is that there is no “closed loop” in the process. B. Solomon stated that the process needs some work. He stated that once the park trust makes the initial notification to the police department with no follow up, it is a dangerous assumption to presume that everything is ok for the event.
- K. Felch asked if it is possible for the trust to scan and email applications to department heads.
- J. Pace stated that part of the reason for appointing a town administrator was to be able to address gaps in communication and to have a point person to facilitate communication between boards and department heads. He recommended that when there is a planned event for the park, the town administrator should be notified so that she can make a determination on who needs to be notified.
- B. Solomon stated that applicants frequently change things at the last minute.
- J. Pace stated that from a flow standpoint, the town administrator should be the primary point of contact when an application is submitted.
- J. Pace stated that the park trust shouldn’t make judgement calls on who needs to be notified. The town administrator can make that determination.
- Road Manager – Matthew Armstrong-
 - Roadside mowing is postponed a week to do inclement weather.
 - Culverts are being monitored to ensure they are cleared of debris.
 - A flooding event on July 3rd shut down Osgood Rd. A Beaver dam breached above Hemlock Rd.
 - Beaver dam is completely breached.
- Building Inspector-Gino Rignoli
- Recreation Committee- Sarah Turcott
 - Lili Spinosa was in attendance and presented the \2023 schedule (Addendum 2).
- Conservation Commission – Pam Holland-
- Sawyer Kensington Trust-
- Other Department Heads-
 - Kensington School Board
 - Trail Committee Trails-
 - Rockingham Planning Commission Rep.
 - Heritage Commission- Lynne Monroe-

NEW BUSINESS:

- Posting of the videos from KES students on the buildings and departments in town.
 - J. Pace has not viewed the videos yet. Has no problem with them being posted to the town website.
- Culvert Replacement on Route 150- Notification from the State-email received.
 - J. Pace stated that the work won’t be for quite some time.

- M. Armstrong stated the work will be completed this fall at the earliest.
- K. Felch they ran into an Indian burial ground. No abutters have been notified yet.

OLD BUSINESS:

- Intent to Cut - Checklist
- Selectmen's permit
- Perambulations – South Hampton and Seabrook this fall
- Videotaping of meetings- August
 - K. Felch stated that Chief True is working on it but was not able to make tonight's meeting.
- Tables for main hall

OTHER BUSINESS:

- K. Felch stated that the library wants to keep payments around \$3000 (Addendum 3).
- K. Felch presented the fireworks contract for the board to sign (Addendum 4).

MOTION: B. Gustafson made a motion to authorize the chair to sign the fireworks contract. B. Solomon seconded. All in favor, none opposed, no abstentions.

Town Administrator:

Kathleen Felch-

- Sign the MS- 535

MOTION: B. Gustafson made a motion to sign the form. B. Solomon seconded. All in favor, none opposed, no abstentions.

- Abatements for Map 1 Lot 1 and Map 1 Lot2 (Addendum 5, Addendum 6)

MOTION: B. Gustafson made a motion to abate map 1 lot 1 in the amount of \$1212.22. B. Solomon seconded. B. Solomon seconded.

MOTION: B. Gustafson made a motion to abate map 1 lot 2 for \$1212.22. B. Solomon seconded. All in favor, none opposed, no abstentions.

- Abatement for Map 4 Lot 5 (Addendum 7)

MOTION: B. Gustafson made a motion to abate \$3668.22 for map 4 lot 5. B. Solomon seconded. All in favor, none opposed, no abstentions.

- Other board items -emails, mail, letters received.

MOTION: B. Gustafson made a motion to sign solar exemption at 61 wild pasture road Kensington, NH. B. Solomon seconded. All in favor, none opposed, no abstentions.

MOTION: B. Gustafson made a motion to grant a military exemption for 35 Wild Pasture Road. B. Solomon seconded. All in favor, none opposed, no abstentions.

• Any other business brought before the Board

- K. Felch detailed a request for bathroom usage at universalist church.
- Unitil will continue work this week.
- Avitar is working on notices for valuations. Every resident should be receiving a notice.
- Trash pickup is having trouble on South Rd. Trash was picked up on the odd side of South Rd only. They have been missing recycling every other week. Osgood Rd. was picked up on Wednesday.
- Utilities are going over budget this year. They are currently at \$17k with \$20k budgeted.

• Approval of Board Minutes June 26, 2026

MOTION: B. Solomon made a motion to approve June 26, 2023 minutes. B. Gustafson seconded. All in favor, none opposed, no abstentions.

• **Next Meeting Date – July 24, 2023**

- J. Pace stated he will be out of town for the next meeting. The board will still convene on 7/24/23.

• Adjournment

MOTION: B. Gustafson made a motion to adjourn at 7:55pm. B. Solomon seconded. All in favor, none opposed, no abstentions.

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APPOINTMENTS: If you do have something that you would like to discuss with the Board, it is best to request being on the agenda of a meeting and provide details of the subject, so the Board can prepare in advance.