

TOWN OF KENSINGTON  
BOARD OF SELECTMEN MEETING  
Kensington Town Hall  
95 Amesbury Road  
Kensington, NH 03833  
MONDAY  
DECEMBER 18, 2023  
MINUTES – APPROVED 1-22-24  
**6:30 PM**

The Chairperson called the meeting to order at 6:30pm and led all in attendance in the Pledge of Allegiance.

In Attendance: Joe Pace (Chairperson), Bob Solomon (member), B. Gustafson

**Public Comment- None**

**PUBLIC HEARING:**

A Public Hearing will be held by the Board of Selectmen on DECEMBER 11, 2023, at the Kensington Town Hall, located at 95 Amesbury Road, Kensington, NH 03833, at 6:30pm,

- In accordance with RSA 31:39 and 41:11 to adopt an ordinance for Misuse of Power.

The Chairperson opened the public hearing at 6:31pm.

Seeing no members of the public present to comment on the item, J. Pace entertained a motion to adopt the ordinance for the misuse of power.

**MOTION:** B. Solomon motioned to adopt the ordinance for the misuse of power as present. B. Gustafson seconded. All in favor, none opposed, no abstentions.

A Public Hearing will be held by the Board of Selectmen on DECEMBER 18, 2023, at the Kensington Town Hall, located at 95 Amesbury Road, Kensington, NH 03833, at 6:30pm,

- In accordance with RSA 31:95-b to accept unanticipated funds for 2023.

J. Pace stated that the funds were in the amount of \$15,790.6, mostly for safety grants, and entertained a motion to accept the unanticipated funds.

**MOTION:** B. Gustafson motioned to accept sum of \$15, 790.6. B. Solomon seconded. All in favor, none opposed, no abstentions.

- In accordance with RSA 32:7 to approve funds to be encumbered for 2023.

K. Felch stated that the board does not need to hold a public hearing for funds to be encumbered.

J. Pace closed the public hearing at 6:35pm.

**AGENDA:**

**DEPARTMENT HEADS:**

- Police Department –Chief Scott Cain –
  - The PD have received two new cars and are waiting for the other two to be completed.
- Tax Collector- Carlene Wiggin-
  - C. Wiggin stated that 94% of July payments have been received.
- Building Inspector- Gino Rignoli-
  - G. Rignoli stated that he's preparing his data to submit for the town report.
  
- The Grange – Holly McCann

H. McCann presented The Grange budget and wanted to discuss anything they might want to encumber from the funds they had left. She stated that they tried to get their budget request down to items that are repeats from the previous year.

H. McCann detailed quotes for replacing the heating system. She stated that based on the quotes she has, they might need a bit more than what was encumbered. J. Pace observed that The Grange has a little over \$5300 left from the March 2023 warrant article. H. stated that the highest priority would be to replace the duct work.

J. Pace discussed the idea of carrying over the remaining funds for The Grange and stated that he had some issues with doing that. He asked that H. McCann submit the \$4000 warrant article for the expected maintenance and upkeep of The Grange, and that next week they can discuss encumbrance of funds further.

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**NEW BUSINESS:**

- BOARD 2024 BUDGET EVALUATION

J. Pace stated that the 2024 budget is down a 6% increase over 2023. He observed that the town is about 91% through the current year's budget with two weeks to go, which translates to about \$225,000. He asked how much of that is spoken for through the end of the year to get a good projection.

Jon True (Fire Chief) arrived at the meeting, and J. Pace observed that the fire department is about 62% through their budget and said that he understood that there are still funds J. True would like to expend before the end of the year. J. Pace asked of the approximately \$56,000 left in the budget, how much did he plan on expending. J. True stated that about \$23,000 would be expended before the end of the year, mostly via payroll.

J. Pace reviewed the unexpended funds for the PD and streets, and stated that of the three departments they discussed, about \$60,000 will be unspent. He stated that he doesn't see a scenario where the town has to spend down before the end of the year. He opined that perhaps

there are one-time cost items that could be paid for with current unexpended funds to reduce the 2024 budget.

J. Pace mentioned the 2024 warrant article for police tasers that was approximately \$40,000, and that it would make sense to use current unexpended funds to pay for the taser replacement, rather than appropriate funds in 2024. B. Solomon asked what paying for the tasers with 2023 funds does to reduce the 2024 budget. J. Pace stated that unfortunately the warrant article for taser replacement wasn't in the 2024 budget proposal, as it was going to be a warrant article for March. J. Pace and C. Cain discussed reducing the 2024 via of the new taser contract, namely the fact that cartridge replacement would be covered under the contract. J. Pace observed that reducing the cost of taser maintenance for 2024 would reduce the 2024 budget increase to under 6%.

The board and the town administrator further examined and analyzed the 2024 town budget proposal and sought areas to reduce spending. J. Pace highlighted the short timeline they have to make a decision.

J. Pace mentioned the business meeting next week to discuss final encumbrances, and by the 27<sup>th</sup>, they should have a good idea of what's left unexpended in the budget. He opined that there are too many unknowns and discussing the 2024 budget next week will allow other departments to have time to decide what they can do to reduce next year's budget.

The chair postponed the budget discussion until the December 27, 2023 select board meeting at 10:00am.

- DISCUSSION ON ELECTRONIC ACCEPTANCE OF WAIVERS FOR REC EVENTS

The Board discussed allowing electronic signatures on requests for recreational events and stated that the insurance provider does not have an issue with it liability wise.

B. Solomon asked if other boards and committees want to use electronic signatures, should the board consider taking a wider look and whether that is feasible. J. Pace stated that they were specifically concerned with the liability waiver, and that it is a narrow use. J. Pace opined that they could potentially use them for the summer camp.

J. Pace asked about the management of the new process and would like more details on who would be responsible for running and keeping track of the waivers. K. Felch stated that she would look into it and inform the board of her findings.

While discussing the electronic signature issue with the board, J. Pace brought up changes to Citizens Bank's changes to their government banking suite of programs and requested that the board vote to authorize him to sign.

**MOTION: B. Solomon motioned to allow the chair to sign for the board. B. Gustafson seconded. All in favor, none opposed, no abstentions.**

**OTHER BUSINESS:**

**Town Administrator:**

Kathleen Felch-

- Warrant articles for 2024-discussion and look at wording

J. Pace stated that he had not yet had a chance to review the warrant articles in detail. K. Felch stated that she would add the Grange warrant article for the upcoming hearings.

- Memorial in front of the school findings-what is board involvement?

K. Felch explained that there was a request to add names to the memorial and stated that it is an American Legion issue. She will try to connect with the Legion commander on the matter.

- Any other business brought before the Board

- Anonymous Donation

J. Pace presented an anonymous donation in the amount of \$3600 to help defray Fire Department costs and entertained a motion to accept the donation.

**MOTION: B. Gustafson motioned to accept the gift of \$3600 from an anonymous donor. B. Solomon seconded. All in favor, none opposed, no abstentions.**

- Solar Exemption

J. Pace entertained a motion to grant the solar exemption.

**MOTION: B. Gustafson motioned to grant a solar exception for 199 Drinkwater Rd, Kensington, NH. B. Solomon Seconded. All in favor, none opposed, no abstentions.**

- Approval of Board Minutes **December 11, 2023**

**MOTION: B. Gustafson motioned to approve the minutes of December 11, 2023 as presented. B. Solomon seconded. All in favor, none opposed, no abstentions.**

**Next regular Meeting: December 27, 2023**

BOS12-11-2023

- Adjournment

**MOTION: B. Gustafson motioned to adjourn the meeting. B. Solomon seconded. All in favor, none opposed, no abstentions.**

The meeting was adjourned at 8:10pm.

Respectfully Submitted,

Owen Corcoran  
Land Use Administrative Assistant