

**Kingston, New Hampshire
Board of Selectmen
Meeting of December 16, 2019
FINAL MINUTES**

The meeting was called to order at 6:00 PM in the Meeting Room at the Town Hall.

PRESENT: Mark Heitz, Chair; Donald Briggs, Jr., Richard Wilson, Selectmen (Philip Coombs arrived at 6:45); Sumner Kalman, Town Attorney; Chip Crocetti, Sanford Head

(The Board met with counsel for advice on legal matters.)

MOTION: by Selectman Wilson, to go into non-public session under RSA 91-A:3, II(b): Hiring of any person as a public employee, and RSA 91-A:3, II (d): The acquisition or sale of real property.

SECOND: by Selectman Briggs

In favor: Heitz, Coombs, Briggs, Wilson

The Board adjourned to Non-public session at 7:07 PM

MOTION: Upon motion of Selectman Wilson, **SECOND** of Selectman Coombs, it was voted by roll call to return to public session at 8:00 PM.

In Favor: Briggs, Coombs, Wilson; Motion passed.

Discussed in non-public:

Fire Chief contract, sale of Sanborn Seminary

APPOINTMENTS:

Recreation topics

Recreation Director Paul Butler was present to speak with the Selectmen about plans for 2020. He distributed a printout of camp fees for 2019 and discussed suggested increases for the upcoming summer. Mr. Butler said that there was an increase last year, but at that time field trips and pizza were rolled into the fee instead of being charged separately. He said that the camp did well in 2019 but he does anticipate some increases for staff, depending on how many staff members come back. He said that getting experienced staffers to return is helpful but if they do, they get a 50 cent raise. Mr. Butler added that an additional expense is to add ice cream.

Mr. Butler and the Selectmen agreed on an increase to \$135 per week for residents (from \$130 this year), \$165 per week for non-residents, and bringing the daily rate for non-residents up to \$40 per day. The cost of field trips is only covered for weekly campers. Percentages off for more than one camper from one family are still in place, as well as 10% off for registering early (Kingston residents only). Preference is still given to Kingston residents, who register first.

Mr. Butler said that he is monitoring the late fee policy to see if it may need to be changed. He said that it is a long day for staff and not fair to them if parents pick up their children late; however, the policy is not always easy to implement

PUBLIC COMMENT I: none heard.

OLD BUSINESS

Review of Kingston Government Channel Policy and Application Form

Members of the Newton-Kingston Taxpayers Association were present, as they had submitted an application for their informational videos to be aired on the Kingston cable channel. Chairman Heitz clarified some aspects of the channel and the policy, noting that it is a Government channel and as such, the Town has the right to control content. He also said that specific to the request by NKTA, membership fees should not be included in the video as it can be seen as money-making venture.

Jim Baker of Newton, Chair of the NKTA, spoke to this, saying that the purpose of the videos is strictly to educate residents about the voting and budget process, the difference between traditional and SB2 towns, etc. He said they would be happy to remove the membership cost part and replace it with direction to their website for those who want more information about the association.

One other concern was to make clear, as it is not spelled out in the policy, that the town has the right to limit the time a video or slide is shown. Mr. Baker suggested that the videos be run from January through March, the time frame where the Town Meeting process they cover takes place. The Selectmen were in agreement with this.

MOTION: by Selectman Coombs, to approve placement of several videos submitted by the Newton-Kingston Taxpayers Association that cover Town Meeting topics, on the Town Cable channel's bulletin board, from January through the election cycle to March of 2020.

SECOND: by Selectman Briggs
All in favor.

Expenditure of Infrastructure Fund

Following up on a question on whether the Selectmen have the authority to expend this fund (the "dump" fund), it has been confirmed that they can, with a public hearing. The matter had come up in reference to mitigating the tax impact of the proposed bond for a new fire station. In discussion, Selectman Coombs expressed that this money should be left alone. Chairman Heitz agreed that it would make no sense to use any of the money if the cost of removing it is more than what would be saved by using it.

NEW BUSINESS

COMMITTEE LIAISON REPORTS:

Heritage Commission - Selectman Wilson said that the Heritage Commission is interested in using money from the Transportation Fund toward a matching grant for engineering plan fees. The plan would be for a project for the Plains area. Mr. Wilson said they have learned that the fund can be expended by the Selectmen, but that before encouraging any expenditure, Heritage member Ernie Landry, Police Chief Briggs and

Road Agent Rich St. Hilaire will meet to discuss if there is any interest in the original intent of the fund, which was for highway improvements for New Boston Road area.

Inspectors: Selectman Coombs reported that the Inspectors held their first meeting on procedures for permitting. He said the main point that emerged was that Assessing and Permitting Clerk Tori Dobrowolski will have the authority to not issue a permit on the spot if it contains work, specifically mechanical/gas jobs, that are not straightforward. In such cases, the inspector may be consulted about the scope of the work before issuing the permit. He said that the inspectors' group is going forward with looking at fees and procedures in other towns. He said they would like to ensure that the town's on-call inspectors are sufficiently compensated for their time.

PUBLIC COMMENT II: None heard.

CORRESPONDENCE, APPLICATIONS, PURCHASE ORDERS

- LED Lighting: Form for release of information by Unitil was signed by Selectman St. James and submitted in order to begin a study of LED lighting for town streetlights.
- A tax proration application for 43 Danville Road was approved.
- Total Notice (Tax Collection support) agreement approved for 2020, after contacting Town Clerk Tammy Bakie and confirming that she recommends renewing this agreement and that the cost is the same as last year. (Chair authorized to sign by unanimous vote.)
- Request for placement on Cable Bulletin Board approved with conditions (see discussion above).
- A request for the use of Town Hall for a meeting of the Regional Economic Development Center, already approved, was re-approved with a change of date to February 5, 2020.
- A refund request received from a resident whose tax bill was apparently lost in the mail was denied. The Selectmen agreed that they cannot approve this as the warrant article governing the refunds specifies they must be received before the deadline.
- Capital Improvement Fund update was received from the CIP committee for Selectmen to review.
- A request for help with removing hazardous trees from a Town owned property off Great Pond Road (Map U4, Lot 175) has been received. It was decided to have Selectman Briggs go out to look at the property.
- A request received from the Kingston Veterans Club to access the town's listing of Veterans Tax Credit recipients was reviewed. The Selectmen agreed that they have no objection as long as it is confirmed that there is no legal prohibition to releasing this list.

APPROVAL OF MEETING MINUTES:

MOTION: by Selectman Briggs to approve the public and non-public meeting minutes of December 9, 2019, as written.

SECOND: by Selectman Wilson.

In favor: Heitz, Coombs, Briggs, Wilson.

Adjournment:

MOTION: by Selectman Coombs to adjourn at 8:40 PM

SECOND: by Selectman Briggs.

All in favor.

Respectfully submitted,
Susan Ayer
Administrative Assistant