

**Kingston, New Hampshire
Board of Selectmen
Meeting of December 19, 2011
MINUTES**

The meeting was called to order at 7:20 pm in the main meeting room of the Kingston Town Hall. In attendance were Chairman Peter Broderick and Selectmen Charles Hart and Mark Heitz.

Update of Emergency Response Plan Discussed

Chief Donald Briggs and Road Agent Richard St. Hilaire, Emergency Management Directors along with Fire Chief Bill Seaman, were present to advise that the updated Radiological Emergency Response Plan (RERP) outlining Kingston's response in the event of an emergency at the Seabrook Nuclear Station, has been sent to the state Homeland Security and Emergency Management Office for review. The plan was required to be submitted by December 19th. Cost involved in preparing the updated plan is provided by Seabrook Station. Mr. St. Hilaire noted that preparation by individual towns represents a change in procedure from prior years when Seabrook Station provided the updated plans for each area town.

Mr. St. Hilaire noted that an update to the town's Emergency Operations Plan, covering general emergency events, also is being undertaken and suggested that the expense of the update be encumbered from the 2011 Emergency Management Budget. He presented a purchase order to earmark the funds.

The update to the town's overall Hazard Mitigation Plan, for which a State Homeland Security and Emergency Management grant has been secured, also will be completed in 2012.

Resident Discussion of On-going Building Project

Armand and Charlotte Boutin of 153 Route 125, were present to request the Board's assistance in coordinating inspections to obtain their final Certificate of Occupancy on a commercial building. Mrs. Boutin explained that the project -creating a commercial automobile detailing facility in an addition adjoining a pre-existing horse barn - was begun several years ago under a previous Building Inspector. Construction progressed in a somewhat piecemeal fashion as funds became available. Mrs. Boutin advised that Selectman Heitz had directed the Building Inspector at one point to complete the inspections and issue the Certificate of Occupancy. Selectman Heitz advised that he doesn't remember the particular conversation, but it was agreed that the inspectors - Fire, Building, Electrical and Health - can inspect the property at a single time to determine what work needs to be done in order to reach compliance so that issuance of an Occupancy Certificate - once all of the required work is completed and inspected - is possible. It was noted that some work - including all of the electrical - apparently was done without the Boutins having obtained permits. Since subsequent construction made inspection of the unpermitted work difficult, that is at least part of the reason for delays in issuance of a Certificate of Occupancy. It was agreed that Chairman Broderick will visit the property, along with the inspection team, on Thursday, December 22nd at 9:00 am.

Acceptance of Donations of Personal Items to Nichols Memorial Library

MOTION: Upon motion of Selectman Hart and second of Selectman Heitz, it was unanimously voted to accept on behalf of the Library Trustees personal donations of books and DVD's having a value of approximately \$91.00.

Appointment of Michael Prescott to Kingston Police Department

The Board signed the appointment of Michael Prescott of East Kingston to serve on the Kingston Police Department.

Pawnbrokers and Secondhand Dealers License Issued

The Board issued a Pawnbrokers License in the name of Mad Trapper Antiques. The permit will cover calendar year 2012.

Update of Historic District Commission Activity and School District Fire Suppression System Tie-in

Selectman Hart provided an update on the Historic District Commission meeting of December 13th, and advised that the First Congregational Church still hasn't received word from the State Fire Marshal concerning whether they'll be able to tie into the School District's fire suppression system.

Meeting Set for December 29th to Determine Encumbrances from 2011 Budget

The Board agreed to post a meeting for 9:00 on December 29th. Committed expenses and funds for which contracts already exist will be reviewed and encumbrances from the 2011 budget lines will be determined.

Adjournment

There being no further business before the Board, the meeting adjourned at 8:03 pm and the Board retired to address administrative issues.

Respectfully submitted,
Catherine Grant
Administrative Assistant