

**Kingston, New Hampshire  
Board of Selectmen  
Meeting of January 27, 2014  
MINUTES**

The meeting was called to order at 7:00 pm in the Selectmen's Office of the Kingston Town Hall. In attendance were Chairman Mark Heitz and Selectmen Peter Broderick and George Korn.

**Discussion of LCHIP Grant Project Requirements**

Debra Powers and Ernie Landry of the Heritage Commission were present to review with the Board plans for repair and renovation of the bandstand located on the Plains. A \$15,000.00 LCHIP matching grant has been awarded that will require a commitment from the town to match that amount for the project, including up to half of the town's \$15,000.00 portion in in-kind contributions. A recognized Preservationist will need to develop a scope of work for the project along with a timeline and list of contractors to be used. The Heritage Commission will develop a 5-year stewardship agreement to ensure that the structure remains under the ownership and in the care of the town.

**MOTION:** Upon motion of Selectman Korn and second of Selectman Broderick, it was unanimously voted to authorize the Heritage Commission to work with Road Agent Richard St. Hilaire to secure the assistance of a Preservationist to begin on a scope of work for the project and to begin meeting the other requirements of the LCHIP grant.

**Acceptance of Library Donations**

**MOTION:** Upon motion of Selectman Broderick and second of Selectman Korn it was unanimously voted to accept on behalf of the Library Trustees personal donations having an estimated value of \$1,068.75.

**Discussion of State Fueling Station Processes**

Finance Officer Cindy Kenerson, Road Agent Richard St. Hilaire, Fire Chief Bill Seaman and Police Chief Donald Briggs, Jr. were present to discuss the process for use of the new state fueling station on Mill Road. Of particular concern is the fact that certain trucks carry on them equipment that requires fueling and it's unknown whether a separate key fob will be needed for each piece of equipment, particularly since the equipment may need gasoline while the truck itself needs diesel or vice versa. It was agreed that when the vehicle lists setting up Kingston's participation in the program are sent, they will need to include information on each vehicle as well as on any equipment that may be associated with that vehicle that will require access to fuel. Certain vehicles may need to be issued both a gasoline and a diesel access fob. Monthly reports listing each fuel purchase, including the employee, vehicle, and fuel information will be sent to help the town in tracking fuel use. Once the town's present fuel inventory has been exhausted the town no longer will operate its own fuel pumps.

**DOT Commercial Driver Drug & Alcohol Testing Standards Adopted**

**MOTION:** Upon motion of Selectman Broderick and second of Selectman Korn, the Board voted to adopt into the Personnel Policy the most recent revision of the DOT Drug and Alcohol Policy. The policy mainly affects Highway personnel.

**Administrative Issues**

The Board approved including a page for the Library Museum Task Force on the Town's website so that meetings and projects can be publicized.

It was agreed that Selectman Broderick will serve as the Board's representative to a new committee being formed for the purpose of considering options for use of the Swasey campus on Main and Church Streets.

It was agreed to allow the Fire Department Auxiliary to hold a yard sale fundraiser at the Community Recreation Site in March.

The Board agreed to review over the next week a proposed contract outlining a structuring and training program for the recreation summer camp, provided by the YMCA.

The Board agreed to a mutual back-up protocol for the Town Hall and Fire Department computer servers.

### **Review of Previous Meeting Minutes**

**MOTION:** Upon motion of Selectman Broderick and second of Selectman Korn it was unanimously voted to approve the minutes of December 30, 2013 as printed.

**MOTION:** Upon motion of Selectman Broderick and second of Selectman Korn it was unanimously voted to approve the minutes of December 31, 2013 as printed.

**MOTION:** Upon motion of Selectman Broderick and second of Selectman Korn it was voted to approve the minutes of the January 13, 2014 meeting as printed. Chairman Heitz abstained from the vote due to his not having been present for the meeting.

### **Adjournment**

There being no further business before the Board, the meeting adjourned at 8:30 pm.

**Respectfully submitted,  
Catherine Grant  
Administrative Assistant**