

**Kingston, New Hampshire
Board of Selectmen
Meeting of March 6, 2023
FINAL MINUTES**

The meeting was called to order at 6:30 PM by the Chairman.

PRESENT: Chair Richard Wilson; Vice Chair Kevin St. James; Electra Alessio, Chris Bashaw, Charles Hart, Select Board Members

APPOINTMENTS

Historic Museum Committee/Friends of the Museum: upcoming events

Jef Flanders-MacDougal of the Museum Committee and Leslie Hume of the Friends of the Museum spoke on behalf of the group. Ms. Hume said that they wanted to make the Select Board aware of some plans for upcoming events and to reserve the dates:

- Saturday, August 5: Heritage Day, Flea Market
- October 14 & 15: Autumn Fest and Craft Fair
- June 10: 125th anniversary celebration for the Nichols building

Ms. Hume said that these will be fundraising events put on by the Friends on behalf of the museum, and there will be no cost to the Town. It was agreed that permits will need to be obtained; the dates will be checked and kept open.

PUBLIC COMMENT 1: None

COMMITTEE LIAISON REPORTS:

Selectman St. James said that **Recreation** Director Paul Butler had called him and asked if the Board would be okay with an adult Easter egg hunt. Mr. Butler was present, and some details were shared; this would be put on in conjunction with the Draft House and a limited number of \$20 tickets would be sold. The eggs would contain prizes such as gift certificates. The Board had no objections to this event. It is planned to take place after the Easter holiday weekend.

Selectman Hart said that **Public Works** Director Phil Coombs is here to explain a recent change in the Town's understanding of the Waste Management contract. Mr. Coombs came forward to discuss this matter. He said that there are two bills each month, one for collection and one for disposal (tipping fees). Last month, a third bill was received that at first was thought to be a scam but turned out to be for recycling processing fees. He said that these fees had been fought in previous contracts, but that it was ultimately included in the new contract. He said this is a blended value, that the Town receives a credit for some recycled materials, such as cardboard, and others, mainly glass, cost money to dispose of, so the Town is charged for that.

Mr. Coombs said there are two issues: first, that the commodities value assumptions presented with the contract have fallen dramatically, about 81%, resulting in lower credits and higher costs. He said the second issue is that while his department had assumed a 19% increase and proposed a budget of \$676,766 for Sanitation, the Budget

Committee, after doing an analysis of utility and sanitation costs, had reduced the budget to \$623,649. He said if the current tonnage remains static going forward, there will be between \$80,000 and \$85,000 of shortfall for the year.

Chairman Wilson asked if a recycling center (run by the Town) would help. Mr. Coombs said it would, to a point, by reducing the disposal fees. He said that glass costs \$76 per ton to recycle. Cardboard receives a credit. Dumpsters could be provided for those two items.

Discussion continued on recycling topics, such as reducing contamination of truck loads by not putting non-recyclable items in the bins. Mr. Coombs said that the Waste Management drivers will put stickers on bins when they see this. The stickers are not to be removed; they are a flag to the company to check for contamination. Mr. Coombs said an item-by-item list of recyclable items is being made by a member of the Solid Waste and Recycling Committee. Public education is key to solving these problems.

How to address the shortfall will be discussed after the budget has been voted on.

OLD BUSINESS:

Lifejacket Loaner station

This proposed addition to the boat launch area was sent to the Lakes Association for their input, and they are in favor of allowing it to be placed. There was some discussion of the liability issue raised by Primex, and whether a disclaimer that the person proposing the loaner station plans to post to reduce liability would be enough. Selectman Bashaw suggested that the Lakes Association should be asked to inspect the life jackets on a set schedule.

Demolition Grant

This grant application has been completed by Planner Glenn Greenwood and requires that the Chairman of the Select Board be authorized to sign.

MOTION: by Selectman St. James, to authorize Chairman Wilson to sign any and all documents related to the state grant for demolition of the old Science building at 178 Main Street.

SECOND: by Selectwoman Alessio

All in favor

Watershed Management Plan Grant

This grant will be funding the work of Forrest Bell Engineering to create a Watershed Management plan for the Lakes Association. The contract paperwork is nearly ready for the Board to sign. In the meantime, a question was raised by the firm, whether or not they could begin work as soon as the contract is fully executed. Since the grant money could take several months to come through, they would be asking the Town to pay them and then take reimbursement from the grant. It was decided this is another matter that should wait until the budget is voted on.

Desktop Scanners: purchase decision

The Administrative Assistant brought forward the recommendation of Block 5 for a suitable desktop scanner for use by Town employees to scan documents into the new records management system. She pointed out that scanners are going to be needed in each department, as everything that would have gone into a file in the past will now need to be scanned into the system. To start, it was requested to purchase four of the recommended type scanners to be used in the Selectmen's office, Permitting and Assessing Office, Planning Office, and Town Clerk's office, and to use ARPA funds to pay for them.

MOTION: by Selectman St. James, to buy four scanners at a cost of \$419 each, with the money to come out of ARPA funding.

SECOND: Selectman Bashaw

In favor: Alessio, Bashaw, St. James, Wilson; Opposed: Hart; Motion passes

Information Technology Services Contract 2023-2027

The two contract bids received for Town IT Services had been reviewed by the Town Clerk, Selectmen's Administrator and Finance Director. They unanimously recommended Block 5 to the Board as the best option.

MOTION: by Selectman St. James, to approve the 5-year contract with Block 5 Technologies for managed IT support and services, at a cost of \$46,350 for the first year, and to authorize the Chair to sign all documents.

SECOND: by Selectman Bashaw

All in favor

NEW BUSINESS:

NH vs. 3M Company: subpoena for information received

The Board was informed that this request is being handled by the Town's Counsel with information and documents supplied by the Administrative Assistant. Counsel is working in conjunction with multiple other Towns who received identical subpoenas.

First Congregational Church proposed soccer event

An email has been received asking whether the Church can use the Plains or Chase Field to host the Fellowship of Christian Athletes for a two-day soccer camp. This would take place the week of July 24. They have been informed that Chase Field is owned by the school, and that for the use of the Plains they will need to submit a Facilities Use and Premises Agreement form.

BOARD BUSINESS:

Updated Contract list

This list was reviewed by the Board. It was noted that both the Assessing contract and the mosquito control contract are expiring at the end of the year. Requests for Proposals will be posted in June.

Update on Well sampling

The Administrative Assistant provided the Board with an update on the round of water sampling begun in November. The results from 30 wells have been received and 7 more are being analyzed; the full report should be available by mid-April if not sooner.

Memorandum of Understanding: Library and Town

The Board requested that this item be tabled to March 20. Asked his thoughts on the MOU, DPW Director Phil Coombs said he is fine with it, that it includes tasks his department already does for the library.

PUBLIC COMMENT 2:

None.

CORRESPONDENCE, APPLICATIONS, PURCHASE ORDERS:

- One Residence in an Industrial Zone annual application was signed.
- One Disabled Veteran Credit application was approved.
- Appointment forms for two renewing members of the Conservation Commission were held until the appointees can be invited to meet with the Board.

APPROVAL OF MEETING MINUTES:

MOTION: By Selectman Bashaw, to approve the meeting minutes of February 27, 2023, as submitted.

SECOND: by Selectman Hart

All in favor

There will be no meeting on March 13.

Meeting Adjourned at 7:35 pm

Respectfully submitted:

Susan H. Ayer, Administrative Assistant to the Select Board