

**Kingston, New Hampshire
Board of Selectmen
Special Meeting of December 28, 2023
FINAL MINUTES**

The Board met to review and vote on proposed encumbrance of 2023 funds to 2024.

PRESENT: Chairman Chris Bashaw; Glenn Coppelman, Laurie Szwed, Ellie Alessio,
Select Board Members

ABSENT: Vice Chair Chuck Hart

Chairman Bashaw called the meeting to order at 12:00 PM.

BOARD BUSINESS

- Request for 8 hours of vacation time to be carried over to 2024: Motion to approve by G. Coppelman; Second by E. Alessio, all in favor.
- Facilities Use Request for a video game event at the Recreation Center on February 9 was approved, pending approval by DPW Director, on a Motion by G. Coppelman, Second by E. Alessio, all in favor.
- Quotes for cameras and camera upgrade work for the Town Hall meeting room were briefly discussed, along with an explanatory email from Adam Faulconer, the audio/visual technician. It was agreed that this needs to be done, and can be paid for through ARPA funding; the exact costs will be provided on a purchase order for approval at the next meeting.
- A tax abatement for property at Map U7 Lot 30 in the amount of \$145.18 was granted, due to a screen porch having been removed. (Motion: G. Coppelman, Second: E. Alessio, All in favor.)
- An elderly exemption for Map U7 Lot 30 was denied (Motion: L. Szwed, Second: E. Alessio, All in favor) due to the owner being over the income limit. Chair Bashaw noted that if the voters approve the revised income and asset limits in March, this person could re-apply.
- A veteran's tax credit for Map R7 Lot 13-4 was approved (Motion: G. Coppelman, Second: L. Szwed, All in favor).
- Resignation of the current Assistant Moderator was accepted.
- Several assistance vouchers and purchase orders were approved for payment.
- The status of the RFP for water filtration project was questioned; this will be followed up on.
- Town Clerk Tammy Bakie informed the Board that her office will open at noon on Wednesday, January 24, as the primary election on January 23 will likely run late and cleanup will continue into the following morning.
- A grant opportunity for a generator for the Town Hall was brought up by Selectman Coppelman. He said he can work with the DPW Administrative Assistant as needed to pursue this grant.
- Selectwoman Szwed said she would like to follow up on the discussion of upgrading the website. It was agreed that the upgrade cost may be paid through

ARPA funds. The Administrative Assistant will research the cost for the next meeting.

Encumbering funds from 2023 to 2024:

The Board reviewed a list of encumbrance requests from the Department of Public Works and discussed the eligibility of some of the funds to be encumbered. DPW Director Phil Coombs was present to explain the requests.

After removing several items, there was an initial vote, which was amended after calculating the December plow driver minimum payments. The final list:

PO #	Dept	Line Item	Account Name	Vendor	Total Encumbered to 2023	Purpose
2023-MP-24	4194	2	Capital Improvements	Arrow Equipment	\$ 16,325.00	used waste oil furnace dpw
2023-MP-25	4194	1	Capital Equipment	Westville Grand Rental Station	\$ 2,149.00	pressure washer - maintenance
2023-HD-29	4312	29	Storm Water Maintenance	GeoInsight Environmental Strategy & Eng	\$ 16,972.38	storm water imp. Storm water prot pla
2023-HS-52	4312	23	Snow Plowing	On Site RV Repair LLC	\$ 2,550.00	snow plowing
2023-HD-53	4312	23	Snow Plowing	Rick Senters Classic Landscapes	\$ 1,150.00	snow plowing
2023-HD-55	4312	23	Snow Plowing	Corey Tree & Landscape LLC	\$ 850.00	snow plowing
2023-HD-58	4312	23	Snow Plowing	Jake Dinsmore	\$ 750.00	snow plowing

Total: \$40,746.38

MOTION: by Selectwoman Alessio, to encumber the total amount of \$40,746.38, as itemized in the chart given.

SECOND: by Selectman Coppelman

All in favor

Meeting Adjourned at 12:51

Respectfully submitted:

Susan H. Ayer, Administrative Assistant to the Select Board