

**Kingston, New Hampshire  
Board of Selectmen  
Meeting of September 19, 2022  
FINAL MINUTES**

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

**PRESENT:** Chairman Richard Wilson; Charles Hart, Electra Alessio, Chris Bashaw, Select Board Members

**BOARD OF HEALTH**

On a motion by Chairman Wilson, Seconded by Selectman Hart, the Board closed the Board meeting to adjourn to a bi-annual Board of Health meeting at 6:31.

Chairman Wilson, as Health Officer, explained that the State of New Hampshire requires that local Boards of Health meet twice per year. He said he only has a couple of items to report on. Primarily, he needs a vote to nominate Code Officer Jess Nisbet for appointment by the state as Deputy Health Officer.

**MOTION:** by Selectwoman Alessio, to nominate Jess Nisbet for appointment as Deputy Health Officer

**SECOND:** by Selectman Bashaw

**All in favor**

The fire that took place at the Carriage Towne Café was discussed briefly. Mr. Wilson said that there is an extreme amount of cleanup to do, and the restaurant will likely be closed for 2 to 3 months.

**MOTION:** by Selectwoman Alessio, to close the Board of Health meeting and reopen the Select Board meeting, at 6:35 PM.

**SECOND:** by Selectman Hart

**All in favor**

**SELECT BOARD, cont.**

**APPOINTMENTS:**

**None**

**PUBLIC COMMENT 1:**

Stacy Dion, 30 Morning Dove Road, said she had seen on the agenda for this meeting that the Saddle Up Saloon had requested a special events permit. She asked if the Town is still maintaining the sound ordinance with regard to loud music at this venue. Chairman Wilson said that they are, but that the event is taking place from noon until 4, so there are not a lot of restrictions on sound at that time. He also informed Ms. Dion that there will be a police detail present.

## **COMMITTEE LIAISON REPORTS:**

Selectman Hart said that the first Budget Committee meeting has been moved from October 13 to October 19. He said he will be losing a member, as Marissa Federico cannot serve now that she is the Human Services Director. He said that they now have 9 members, which is workable, but are looking for more. Dan Doyle has expressed an interest, and they will check to see if there is any conflict since he works for the school.

## **OLD BUSINESS:**

### **Tax Map Update and GIS conversion bids: Decision**

The Administrative Assistant said she had met with three of the companies who submitted bids (the top three identified at the last meeting), and while all were good, CAI Technologies of Littleton, NH is still the top choice of the committee. She gave some details of the Zoom calls to explain the preference, saying that LiRo seemed more geared to larger projects and Sebago, while they also seemed capable and a good second choice, was less seasoned. She said that CAI is very familiar with New Hampshire towns and has done identical projects nearby. Selectwoman Alessio had joined the calls and concurred that CAI seemed the best fit for the Town. She noted that LiRo was very professional but recently moved to Boston; most of their projects are in the New York metropolitan area or in New York counties.

**MOTION:** by Selectwoman Alessio, to award the bid for tax map updates and GIS conversion to CAI Technologies, and to authorize the Chairman to sign the contract.

**SECOND:** by Selectman Hart

**All in favor**

### **Employee Benefits update**

This topic was tabled until the next meeting so that Selectman St. James can be present.

### **Sale of Town- owned land**

After doing some research and talking to the interested party, it has been decided that the Rowell Road property is not a candidate to be sold this year. In addition, the Conservation Commission has shown an interest in it. The only property to be offered for sale will be 9 Hooke Avenue. There will be two public hearings, per the Town's policy and the RSA, the first on October 3.

## **NEW BUSINESS: None**

## **BOARD BUSINESS:**

- A letter to Executive Councilor Janet Stevens, thanking her for help with the Fire Department's generator grant, was signed.
- Sanborn Head has submitted a request for a budget extension for 2022 based on the expanded work they have done to prepare a water sampling plan for the DES. The Board looked at budget balances for contractual services and consultant services and acknowledged that the work needed to be completed. The extension was approved. Looking forward to the work of implementing the sampling plan, the Board directed the Administrative Assistant to prepare a Request for Proposals to post, which will need to be done per Town policy.

- Two requests for ARPA fund expenditures were received from the DPW: \$5,195 for a large plan scanner, and \$1,749 for a smart TV to be used for training. It was noted that scanning large plans is costing 90 cents per page if done by the scanning company hired to digitize the Town's files.

**MOTION:** by Selectwoman Alessio, to place \$5,195 on the ARPA expenditure list for purchase of a 36" printer for the DPW department.

**SECOND:** by Selectman Bashaw

**All in favor**

It was agreed that pricing should be researched for the smart TV proposed.

- Selectman Hart gave an overview of percentages spent to date of various budget lines. While there were some areas of concern, the budget overall is not too far over. A cleaned-up copy of the year to date budget will be obtained from the Finance Director, so that the Board can address any questions for the Department
- Selectman Bashaw reported that there has been a lot of discussion on Facebook regarding the proposed traffic pattern change around the Plains. He said that it was great during a large event such as Kingston Days, but there is apprehension about it becoming a permanent arrangement. There was some discussion on the matter; Chairman Wilson said the idea is not new, that the Master Plan called for sidewalks. He said this plan would allow for a 3-lane road, all level for plowing, with biking and pedestrian lanes. It would not be as disruptive as during Kingston Days, because the intersecting roads would not be closed. Selectwoman Alessio added that Envision Kingston II also talked about biking and walking areas, that this is not a new concept at all. It was agreed that the public needs to be informed, and it should be conveyed that a lot of thought will need to go into a plan, and there will be multiple public hearings.

**PUBLIC COMMENT 2:** None

#### **CORRESPONDENCE, APPLICATIONS, PURCHASE ORDERS:**

- The Special Event request for Saddle Up Saloon to host an event for the Kingston VFW was approved.
- Two appointments to the Museum Committee were approved and signed

#### **APPROVAL OF MEETING MINUTES:**

The Administrative Assistant said that she had added a paragraph to the discussion of the Code Officer hire on page 4, as Selectman Bashaw had pointed out that a portion of the discussion was missing in the first draft.

**MOTION:** By Selectwoman Alessio, to approve the meeting minutes of September 12, 2022, public and non-public, as amended.

**SECOND:** by Selectman Hart

**All in favor**

The Chairman concluded by thanking all who voted in the primary election. He also thanked the poll workers, the Moderator and the Town Clerk and her staff. He said it was a long day and a change in elections hours is being considered, that would have to be voted on at a Town Meeting.

**MOTION:** by Selectman Bashaw, to enter non-public session under RSA 91-A:3, II (a) Personnel

**SECOND:** by Selectwoman Alessio

**Meeting adjourned to non-public session at 7:21 PM.**

**MOTION:** by Selectwoman Alessio, to return to public session at 7:30 PM

**SECOND:** by Selectman Bashaw

**All in favor**

**Discussed in non-public session: Compensation of a public employee**

**Motion made to seal minutes of non-public sessions?**

Motion made by Selectman Wilson, seconded by Selectman Hart, because it is determined that divulgence of this information likely would...

☐XX Affect adversely the reputation of any person other than a member of this board.

☐ Render a proposed action ineffective

☐ Pertains to preparation or carrying out of actions regarding terrorism

**Roll Call Vote to Seal Minutes:**

Richard Wilson	Y	Charles Hart	Y
Kevin St. James	Absent	Electra Alessio	Y
Chris Bashaw	Y		

**Motion: PASSED**

**Meeting Adjourned at 730 PM**

Respectfully submitted:

Susan H. Ayer, Administrative Assistant to the Select Board