

**Kingston, New Hampshire  
Board of Selectmen  
Meeting of January 11, 2010  
MINUTES**

The meeting was called to order at 6:36 pm by Selectman Mark Heitz. Also in attendance was Selectman Peter Broderick.

**Introduction of Library Director**

Library Trustees and interim Library Director Patti Walker were present to introduce the new Library Director, Sarah Sycz, to the Board. Selectmen welcomed Ms. Sycz and wished her all the best in her new position.

**Highway Department Updates**

Road Agent Richard St. Hilaire discussed with the Board certain repairs needed to the Police Station bathrooms. The cost of repairs will be covered from the Buildings Maintenance line.

Mr. St. Hilaire then discussed proposed Warrant Articles for Building Maintenance and for Highway Equipment capital reserve funds, recommending that the amounts for each of the articles be set at \$50,000.00. The Board returned to public session at 7:00 pm.

Mr. St. Hilaire then discussed his proposal to the Board of Library Trustees that they hold one of their regular meetings at the new Library facility in East Kingston, in order to compare the functionality of that \$750,000.00 building to the project that they are proposing, at more than \$3,000,000.00.

Mr. St. Hilaire then advised that he is looking into the possibility of purchasing a 3-year old Butler steel building that may be able to be acquired at half the cost of a new building, to serve as the new Highway Garage.

**Application to Use Town Hall Meeting Room Denied**

An application submitted for permission to use the Town Hall upstairs meeting room for monthly dances - an activity that has been held for several years - was denied based on input from the town's maintenance personnel and some office workers who at times are present when the dances are held. Although a fee has been charged for use of the room, it was agreed that the work involved is excessive and that a denial is in keeping with the Board's policy that the Town Hall should be reserved for use only of civic organizations and official town functions.

**Fire Department Warrant Article Discussion**

Fire Wards Kent Walker and Kevin Schea, and Fire Chief Bill Seaman, discussed with the Board the four Warrant Articles being submitted by the Department (by petition) for the 2010 Town Meeting. Chief Seaman advised that the department just wanted to give the Board an opportunity to hear their thinking and to ask any questions they may have.

An article requesting funding for a new full-time paramedic position (salary and benefits for 6 months estimated at \$38,000.00) was discussed. Chief Seaman noted that the new position -

supplementing the department's present medic and two EMT I's, would allow scheduling of a medic during the daytime hours seven days a week. He noted that anticipated overtime costs being proposed in the 2010 budget could be reduced by 50% if the position is filled, and that Kingston would be able to offer the highest level of pre-hospital care available. He also noted that the billing rate for transports during which medics are on board is higher and will help defray some of the cost, and that the Exeter ALS unit will need to be called in less often. Noting on-going difficulties with shift coverage and overall staffing, he advised that the problems will only get more pronounced as department membership gets older, so they are addressing the issues as they arise. He noted that the voters will need to decide on the basis of their own priorities. Selectman Heitz asked if the present administrative position might enter into the rotation at some point. The position at present is held by an EMT I. Chief Seaman noted that neither the Chief's nor the administrator's position can be properly filled while responding to ambulance runs. He also noted that a minimum of six certified firefighters is necessary to respond to any fire and that he never knows whether he'll have an adequate response from call firefighters. The Department is understaffed and, even with the new position, will continue to be short for night coverage. He suggested that the Department eventually will need to staff for 24/7 coverage. If the proposed position is approved, he intends to cover vacations and other leave himself or to arrange for call personnel to cover the shifts.

A second article will request that resident ambulance billings be deposited into a special fund for the purpose of funding fire equipment purchases. Chief Seaman explained that annual funding of the existing Capital Reserve Fund is uncertain and that each year that funding is denied puts the department's equipment replacement plan out an additional year. He noted that the anticipated revenue to be realized from the resident ambulance billings could fund capital purchases as well as standard equipment items that now are purchased from the annual budget appropriation. The department has identified a necessity to ensure that funding is available when equipment needs to be purchased and this is the solution they're offering. To a question from Selectman Heitz about the replacement schedule for the department's trucks, Chief Seaman advised that Engine 3, purchased in 1993, was scheduled to be replaced in 2013 but now replacement has been moved out to 2015. He also advised that his current vehicle is scheduled to be replaced with an SUV type vehicle at some point. He noted that each withdrawal from the proposed fund will need to be approved by voters and that the annual Capital Reserve Fund article will no longer be necessary. Selectman Broderick discussed the fact that resident ambulance billings were restricted by 1999 Article 14 to be used to offset department personnel costs. Fire Ward Kevin Schea stated that a subsequent Town Meeting had discontinued the special fund set up for that purpose. Selectman Broderick agreed that 2001 Article 16 had discontinued the special fund and diverted the money to the General Fund, but the purpose of the funds was never changed; the money was deposited to the General Fund on advice of the town's auditors because of the stated purpose being a General Fund expense. He advised that he believes the purpose of the revenues cannot be changed without a directed vote of the Town Meeting.

A third article will request an appropriation of \$85,000.00 to the existing Capital Reserve Fund for Apparatus Replacement. If the second article passes, it will nullify this article.

The final article will request a \$35,000.00 appropriation from the Building Replacement Capital Reserve to fund development of an architectural design for a 90' x 45' 2-story addition to the existing Main Street Fire Station. Chief Seaman noted that there are grant opportunities for which the Department can successfully apply only if they have a design concept in place. Selectman Broderick noted that an earlier study had identified the solution to the department's

space needs to be a new facility, located at some point in the geographic center of the town. If was partly for that purpose that the Board had supported the 2008 purchase for \$336,000.00 of the former YWCA property on Main Street. He noted that the present course of the Department may not be incorrect, but stated that past decisions based on their former course of action were costly and no longer are valid due to the shift. Chief Seaman summarized how the department had come to the decision to try and utilize the present building, substantial repairs and improvements to which have been completed in the past two years, due to the fact that funding of a new building seems to be far in the future. He estimates that an addition could prolong use of the building and location for as long as 40 to 50 years. Selectman Heitz noted that the original assessment of the department's space needs, completed by Municipal Resources, Inc., had all but excluded the present site for any expansion. Chief Seaman explained that it was the Department's own feelings that had colored the conclusions reached in that study; department personnel since have visited the Meredith, N. H. department and viewed a facility similar to what is proposed for Kingston, that is located on a very small lot. Selectman Heitz asked if, rather than pay for multiple plans that involve substantial cost and are subject to being rejected at some later date, it might be more wise to raise the money and then develop an actual proposal. Chief Seaman responded that he doesn't foresee the cost of a new building ever being raised in time to meet the department's space needs.

The Fire Wards asked if, at some point, they could sit with the Board to review the full range of long term goals and plans for the department, including a capital improvements plan that extends out to 2030. The meeting will be arranged.

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

**MOTION:** Upon motion of Selectman Broderick and second of Selectman Heitz, it was voted to accept the minutes of the January 4, 2010 meeting as printed.

**MOTION:** Upon motion of Selectman Broderick and second of Selectman Heitz, it was voted to accept the minutes of the January 4, 2010 non-public session as printed.

#### **Adjournment**

There being no further business, the meeting adjourned at 8:36 pm and the Board retired to address administrative issues.

Respectfully submitted,  
Catherine Grant  
Administrative Assistant