

**Kingston, New Hampshire
Board of Selectmen
Meeting of April 5, 2010
MINUTES**

The meeting was called to order in the main meeting room of the Town Hall at 7:07 pm. In attendance were Chairman Mark Heitz and Board members Peter Broderick and Charles Hart.

Energy Use Baseline Report Presentation

Timothy McDonald of Clean Air Cool Planet, Inc., was present, along with Energy Committee Chairman Bart Noyes and members of the Energy Committee, to present the baseline energy use report prepared under the N. H. Municipal Energy Assistance Program's grant. Department heads Donald Briggs of the Police Department, Bill Seaman of the Fire Department, and Richard St. Hilaire of the Highway Department also were present to review the report results. It was explained that the purpose of the report is to establish a baseline for energy use, using 2008 as the base year. The information will allow the town to target areas in which the most difference can be made. Use was categorized by buildings, vehicles, and street lights. An analysis of data from 2008 energy billings was graphed, indicating which town buildings exceed state and EPA averages for energy use. The data shows that the Police Station, Library and Fire Station can most benefit from an energy audit (the next step in the grant program process) that will determine what steps might make those sites more energy efficient. Police Chief Donald Briggs noted that the Police Station operates on a 24-hour per day basis, and that the outside lighting around the station is included in department energy billings, so asked that those facts be considered in evaluating the data. Another apparent high use area is the town's vehicle fleet, which has several older model vehicles - some of which yield below 10 mpg. A breakdown by department of vehicle energy use wasn't possible because common gas tanks provide fuel to multiple departments, but tracking of individual vehicles' fuel use could provide the necessary information to determine which are most expensive to run and contribute the highest levels of CO2 emissions.

The work done by Clean Air Cool Planet now will be used by SDES Group of Dover to determine the best two or three sites to undergo an energy audit. Mr. McDonald advised the Board that Kingston's Energy Committee is far ahead of other towns with which he's worked, in compiling the data that was used by him to enter into the computer programs to track use and graph the results. The Energy Committee will continue to enter data (2009 data is available now and will provide comparison to the base year) into copies of the program to be provided by Mr. McDonald. Energy Committee Chairman Bart Noyes thanked Mr. McDonald for his work and assured him that the Committee will continue to track use and to advise the Selectmen on the most cost-effective areas in which changes can be made. Chairman Mark Heitz thanked Mr. McDonald and the Energy Committee for their work.

Mr. Noyes noted that the report provided by Mr. McDonald, along with the eventual reports from the energy audits of individual buildings, may at some point provide the basis for grant applications to update or renovate facilities to make them more energy efficient. He requested to be included on the April 12th Selectmen's agenda to address any additional questions or observations of the Board or of Department Heads relative to the report presented.

Conservation Commission Discussion

Dave Ingalls of the Conservation Commission, noting that Conservation Commission Chairman Brian Quintal had recently passed away, advised that two other members have or will be moving out of the area. He further advised that Timberland Corporation will undertake a clean-up and improvement project on the Hunt Road Town Forest. Among the work to be done is installation of as many as six pre-fabricated foot bridges, creation of a parking area, construction of a kiosk, and a general clean-up. Gary Porter of Timberland will be team leader for the Timberland work crew, and Mr. Ingalls requested that at least one of the Board members be present to welcome the team at the site. Selectman

Broderick advised that he will be present. At the suggestion of Police Chief Donald Briggs, the Finance Officer will be requested to contact the town's insurance carrier about the program and about the proposed foot bridges. Chief Briggs also offered use of his department's four-wheelers in transporting project materials into the site. Chairman Heitz thanked Mr. Ingalls for arranging Timberland's participation in the project.

Fire Department Donation and Grant Accepted

Fire Chief Bill Seaman advised that Joseph Lewis had donated a 500-watt Coleman generator to the Fire Department.

MOTION: Upon motion of Selectman Hart and second of Selectman Broderick, it was unanimously voted to accept the donation from Joseph Lewis of a 500-watt Coleman generator, and to direct a letter of thanks to Mr. Lewis for his donation.

Chief Seaman then advised that a FEMA grant had been awarded, providing 95% of the funding needed to purchase 34 pagers and 9 mobile repeaters. The total grant will be \$33,119.00 with the town providing \$1,743.00, for a total project cost of \$34,862.00.

MOTION: Upon motion of Selectman Broderick and second of Selectman Hart, it was unanimously voted to accept FEMA grant funds in the amount of \$33,119.00 and to authorize the expenditure of \$1,743.00 in matching funds, for the purchase of 34 pagers and 9 mobile repeaters to be used by the Kingston Fire Department.

Highway Department Updates

Road Agent Richard St. Hilaire reported that he is in the process of preparing a submittal for reimbursement of expenses incurred following the February windstorm. He will be attending a FEMA sponsored meeting within the next few weeks.

Selectman Hart advised that he had received some paperwork relative to funds available for the installation of sidewalks to facilitate local students walking to school rather than riding the busses. Mr. St. Hilaire advised that the grant funding available only covers 50% of the total cost, which is prohibitively expensive. He stated that his own preference would be to establish a one-way traffic pattern along the two sides of the Plains, allowing for part of the paved portion to be designated for pedestrian traffic.

Resident Discussion of Drainage Pattern Changes

Michael and Diane Mondalto, of 85 Main Street (U7-46), were present to advise the Board of a flooding problem that they've been experiencing since construction of the abutting Carriage Towne Bible Church on New Boston Road. Their entire back yard is flooded and has been rendered unusable. Road Agent Richard St. Hilaire advised that the engineering that had been submitted to and approved by the Planning Board was faulty. Run off from the church site flows in the opposite direction from where it should, onto the Mondalto property. He had met with a representative of the surveying company that prepared the engineering as well as with the contractor, but no resolution has been reached. The town continues to hold a bond on the project. Chairman Heitz stated that the Planning Board needs to be advised to contact the developers and the surveyors and require correction of the problems. Mr. St. Hilaire advised that both he and present Town Engineer Dennis Quintal have advised the Planning Board of the problem, but they will discuss the issue again at the April 7th Planning Board meeting. Chairman Heitz advised that there will be no Certificate of Occupancy issued and no release of the completion bond until the drainage is corrected.

Business Owner Discussion of Certificate of Occupancy

Travis McConnell, owner of the Patriot Park business condominiums, discussed with the Board an application for a business occupancy permit, submitted several weeks previously. Planner Glenn Greenwood has given Planning Board approval for issuance of the permit, and all of the inspections have been completed. There are no structural changes to the property. Chairman Heitz advised that he will review the status of the application and visit the site on April 6th to determine whether the permit may be issued. Mr. McConnell advised that there are two additional tenants operating businesses within the complex without occupancy permits, although he had been attempting to obtain them since December.

Resident Discussion of Vehicle Registration

Bill Timmons asked if the town will be providing the option for on-line vehicle registration in the near future. Chairman Heitz advised that decisions of that nature are made by the Town Clerk, who's an elected official. The Board may raise the subject with Mrs. Ouellette, but the decision will be entirely hers.

Non-public Session

MOTION: Upon motion of Selectman Broderick and second of Selectman Hart, it was unanimously voted to adjourn to non-public session under the provisions of N. H. RSA 91-A:3, II-c and a. The Board entered non-public session at 8:50 pm.

The Board returned to public session at 9:45.

MOTION: Upon motion of Selectman Hart and second of Selectman Broderick, it was unanimously voted to seal the minutes of the non-public session for an indefinite period.

Review of Previous Meeting Minutes

MOTION: Upon motion of Selectman Broderick and second of Chairman Hart, it was voted to accept the Minutes of the March 29, 2010 meeting as printed. Selectman Heitz abstained from the vote.

Administrative Issues Reviewed

A notice regarding the Mosquito Control Program, scheduled to begin of April 12th, was reviewed.

A memo from the town's insurance carrier concerning the anticipated impact on municipalities of the Federal Health Reform Act was reviewed.

A memo from the Human Services Office regarding foreclosure of a property against which the town holds a welfare lien was reviewed.

Adjournment

There being no further business before the Board, Chairman Heitz adjourned the meeting at 9:55 pm and the Board retired to address administrative issues.

Respectfully submitted,
Catherine Grant
Administrative Assistant