

**Kingston, New Hampshire
Board of Selectmen
Meeting of December 13, 2010
MINUTES**

The meeting was called to order in the Selectmen's Office of the Town Hall at 6:45 pm by Chairman Mark Heitz. Also in attendance were Selectmen Peter Broderick and Charles Hart.

Police Department Discussion

Police Chief Donald Briggs provided an update on the recent resignation of one of his officers. The Board authorized the Chief to fill the open position. An interview is scheduled for next week with a certified officer who, if hired, would be subject to a 3-year contract. If that interview doesn't result in a hire, the Chief will advertise the position.

Chief Briggs advised that he has discussed with Unitil some changes to ballasts, bulbs, motion sensors and lighting fixtures that could result in a 30% savings in electricity costs at the Police Station. The utility company will pay 50% of the expense of the upgrades. A proposal is expected within a week or so. He also advised that he has discussed fuel prices with various supply companies. The current cost for propane is \$2.599 per gallon and prices are expected to reach as much as \$3.50 during the 2011 heating season. He asked if the Board will support a pre-buy contract. Chairman Heitz requested that Chief Briggs present any proposals for a contract to the Board before making a final decision so that price quotes can be reviewed. The Chief hopes to also look into adding insulation and updating the furnace to save on fuel costs. Rich St. Hilaire noted that an energy study has been done and that an energy audit specific to the Police Station has been completed. He is waiting for the final report with its recommendations. He advised that insulation wasn't laid under the slab of the Police Station foundation or between the frost walls and earth, so those deficiencies will remain the largest problem in attaining heating efficiency. Chairman Heitz advised that, at the time that the Energy Committee presented the baseline report of energy use in town buildings, the Board agreed that as buildings require replacement fixtures or renovations, they will be done according to the recommendations of the energy audit for maximum energy efficiency. The Board will not agree to replacement of machinery and fixtures that still have a substantial lifespan for the sole purpose of installing more energy efficient items. Mr. St. Hilaire advised that the Police Station will be due for a new roof - possibly during 2011 - and that increased insulation can be installed at that time.

Discontinued Road Status Discussion

The Board reviewed a letter from Town Counsel Sumner Kalman, advising that the town may wish to file a motion to quiet title on a discontinued roadway adjacent to the Main Street fire station, in order to clear title and allow for expansion of the station. The Board will notify Atty. Kalman that they wish to proceed with that action.

Fire Department Discussion

Fire Chief Bill Seaman discussed with the Board the difficulties he's had in getting call personnel to cover open weekend and holiday daytime shifts. There are forty shifts during the year that, due to staff rotation, aren't covered by regular full-time personnel. The Chief would prefer to man those shifts with call personnel rather than to pay overtime rates to full-timers. He requested authorization of the Board to raise the stipend for call duty coverage for those weekend and holiday day shifts from its present \$25 to \$50. He noted that the 2009 increase in the weekend night call duty stipend from \$15 to \$50 has been effective in getting better participation from call personnel.

The Board agreed to an increase in the call duty stipend for the forty week-end and holiday day shifts that require coverage, from \$25 per shift to \$50 per shift.

Proposed Property Donation Discussion

On behalf of the Conservation Commission, Richard St. Hilaire advised the Board that the family of Kenneth Briggs, Jr., has expressed their wish that parcels 9 and 10 of Tax Map R1 - comprising approximately 5.4 acres -

be accepted by the Town and made an integral part of the Valley Lane Town Forest. The Forest is a 105 acre conservation area immediately adjoining the Briggs properties. The Board agreed that the Town is interested in acquiring the additional conservation land and requested that Mr. St. Hilaire so advise the Conservation Commission.

Highway Department Discussion

Road Agent Richard St. Hilaire presented for review an amendment to the engineering proposal for the Ball Road culvert replacement project, covering the additional engineering and surveying costs to be incurred if straightening of the road will be undertaken. Chairman Heitz will discuss the proposal directly with CMA Engineering, Inc., to make sure the project changes won't jeopardize the town's grant award and to get clarification on the costs to amend the application.

The Board approved issuance of annual uniform allowances to highway personnel conditional upon their presenting receipts for their purchases to the Finance Office within seven days.

The Board authorized advertisement of an open position for a Buildings and Grounds Maintenance worker. Mr. St. Hilaire will work on the position's job description prior to interviewing applicants.

Resident Inquiry

Robert Ducharme of 36 Main Street presented to the Board photographs showing encroachment onto town property by an abutter. He reported that, in addition to a building extending across the property line and storage of equipment and personal property on the town land, there has been ongoing backfilling of the town's property and narrowing of the 20' right of way meant to be shared by all abutters of the Sands Road neighborhood.

The Board advised that encroachment by abutters onto the town's land has been an issue for several years. They will review the property and determine what steps need to be taken. It may be necessary to have barriers installed.

Review of Previous Meetings' Minutes

Upon motion of Chairman Heitz and second of Selectman Broderick, it was voted to approve the minutes of the November 29, 2010 meeting as printed.

Adjournment

There being no further business before the Board, the meeting adjourned at 8:28 pm and the Board retired to address administrative issues.

Respectfully submitted,
Catherine Grant
Administrative Assistant