

**Kingston, New Hampshire
Board of Selectmen
Meeting of July 25, 2022
FINAL MINUTES**

The meeting was called to order at 8:30 AM by the Chairman.

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

NON-PUBLIC SESSION:

MOTION: by Chairman Wilson, to enter non-public session under RSA 91-A:3, II (b): Hiring of public employees; and II (l): Consideration of legal advice

SECOND: by Selectman Hart

Meeting adjourned to non-public session at 8:30 AM.

MOTION: by Chairman Wilson, to return to public session at 8:50 AM

SECOND: by Selectwoman Alessio

All in favor

Discussed in non-public session: Employee matters; legal advice

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 |

Motion: PASSED

DEPARTMENT INFORMATION AND DISCUSSION:

Finance Director

Tammy Bakie said she has made the decision to go back to her position as Town Clerk-Tax Collector. She said she will stay and cover Finance duties until the position can be filled. Selectwoman Alessio thanked Ms. Bakie for stepping outside her comfort zone to try something new.

Town Clerk/Tax Collector

Caitlin Milhomme reported on activity in this office, including that the civil forfeiture notices had gone out to residents who had not registered their dogs. She said that almost all had responded, either to register the dog or report that it had died. She also said preparations are beginning for elections; the Secretary of State had made an educational visit to the office. The Primary election will take place on September 13 and the General Election will be on November 8.

Library

Library Director Melissa Mannon reported that she has been working with Police Chief Johnson and Fire Chief Pellerin on a disaster plan for emergencies. She said she would like to see what the Town has in place. There was a discussion of various types of emergencies and responses.

Ms. Mannon then said that she is contacting area businesses to see if they would like to participate in the welcome baskets for new residents.

Diseased hemlock trees on the library property were discussed; Ms. Mannon said she had called Mr. Coombs at the Highway Department to see about treatment; Tom Roughan has certification to apply certain treatments but not all, so Mr. Coombs is looking into the options.

Ms. Mannon said that the library no longer has fines for overdue books. She said fines were only amounting to \$200 to \$300 per year, and the decision to remove the fines has been well received. Materials are still being returned on time.

In other events, the Director said that the library will be selling artwork to raise money for Veterans' organizations. In addition, there will be an Imagination Festival on October 8, where kids will be encouraged to dress as comic book characters.

Police

Chief Johnson filled in details of the School Resource Officer being placed at the high school and said that two used cruisers will be placed at the school. A decal will be provided for the SRO's car. He said the idea is to show a strong presence; the school will reimburse the department for the registrations and insurance for the old cruisers. As for the part-time SRO for the Bakie School, Chief Johnson said that no one has been found for that position but that his officers are willing to sign up for shifts there.

Ms. Bakie said that they can't go over 40 hours without being paid overtime. The Chief will look into how to make this work.

The Chief then said that he has opened the area to be served by Kingston officers for detail work to include other towns that are not direct neighbors to Kingston, such as Salem, Rye, and Epping. He said that there is not much detail work to be had in immediate area, and this will allow more income to the officers and to the Town.

Chief Johnson distributed a map showing a change of traffic pattern around the Plains for Kingston Days. This is designed for better safety; a meeting will be held on Wednesday to discuss details.

Chief Johnson described the ongoing problem of people waiting to get into the State Park. He said that while waiting for the gate to open, people have been parked all the way down Rockrimmon Road, and often park and play football on resident's lawns. He said he has asked if the park gate can be opened earlier and those waiting be allowed to

park on the field but this has not been resolved. Selectwoman Alessio said that is it time for state representatives and the State Parks administration to be contacted.

The Chief noted that the surveillance system at the Police station is 15 years old and in need of replacement. He asked about the use of ARPA funds for this expenditure and was told he should submit a request.

It was determined that a surplus equipment auction will be held in the Fall; former Chief Briggs will be contacted about items still being stored and a list will be made. There was also a discussion of continuing problems at 16 Depot Road.

Selectman Hart informed those present that he had looked into the form for revolver and pistol sales, and the new application form will be for Police Department use. The person who was looking for a permit has his state permits and will just need to fill out this form with all his information for Police Department approval.

Fire and Emergency Management

Chief Pellerin said the old Fire station is being demolished right now. He said they had been able to salvage the headers.

Chief Pellerin said he has talked to Chief Johnson about purchasing a badge maker that could be used by several departments. He will be putting in a request for this to be covered by ARPA funds.

Regarding staffing, Chief Pellerin said that he is “scraping the bottom of the barrel” and that at times there is not full coverage. He mentioned again that a SAFER grant is available, that would pay 100% of staffing costs for a minimum of four employees, for 4 to 5 years. After that time, the Town must pick up the compensation and continue to maintain the new positions for at least 4 years. He estimated that the cost per year for four full time fire fighter/EMTs would be \$750,000. He said that he can apply for this grant, but if it is approved and the Town then turns it down, it would affect eligibility for grants in the future. He will gather more information to see if the Town will be interested in pursuing this grant.

Chief Pellerin will contact State Representative Janet Stevens for help with the generator grant that has not been received.

Highway

DPW Director Phil Coombs reported on various activities of the Highway Department. He said they had removed all usable equipment from the old Fire Station, had worked to clear brush at the closed landfill, and had also been clearing away debris in the aftermath of recent storms. Road work and grading has been done at Circuit, Bass and Simes Roads. Municipal Water source testing results have been received for the Library and Recreation building.

There is an upcoming snow plowing seminar that will be attended by contractors and Town employees.

One new employee will start work on August 1 and another on August 8; Mr. Coombs said that this will bring the department back to full strength. Having been down two employees, he said they are behind on roadside mowing and clearing.

Mr. Coombs said he had met with the vacant lot owner on Back Road who had been found to be doing road work there without permission, and that had been in to talk to the Select Board at the last meeting. He said the usual directive is to put the road back to the way it was, but this is a tough situation. He said the DPW can assist in clearing the road under the auspices of RSA 231:59-a, the emergency lane statute. He said the Town will deliver the material, but the owner will pay for it and do the work. He will need to talk with Southeast Land Trust, an abutting property owner. He said this could help make their land accessible for logging.

There is a black and white copier at the Highway garage that is no longer maintained by Seacoast machines, but that has spare cartridges, if anyone can use it.

Mr. Coombs reported that when an environmental company came to pick up the barrels of sludge (left at the bottom of tanks of recycled oil used to heat the garage), it was found that some of the barrels were too degraded to move, so will have to be pumped individually. He took the opportunity to remind everyone that the oil collection at the state lot is only to be household oil.

Mr. Coombs said that he would like to see the Town switch from having separate vendors for security systems to being uniform among all town buildings. In this way, back up/spare equipment can be used for all, and buildings and grounds personnel can maintain them.

Stormwater fliers will be distributed at the elections.

Recreation

Paul Butler reported that camp season is starting well, though the numbers of campers are down from what was expected. He said this happens every year and he has been trying to follow up with those signed up that did not show. He thanked the Fire and Police departments for coming to do demonstrations and said the library will doing a program as well.

Mr. Butler said that there have been two successful senior lunches, one at the Saddle Up Saloon and one at the High School. A trip to the Encore Casino is planned for August 5th, which is full. People can sign up online or by phone for a September Lake Winnepesaukee cruise.

Once camp season ends, Mr. Butler said he would like to have the Recreation building open to the public to come in, and to share activities ideas.

Lastly, the Director said that the grant for the new playground is nearly complete, and the money should be received soon.

BOARD BUSINESS:

Solid Waste and Recycling Contract

Selectwoman Alessio said she would encourage the Board to sign this contract, as it will take time to get the new bins. Mr. Coombs said that at the last Solid Waste and Recycling Committee meeting, a change was made to include 96-gallon bins rather than 64, due to the new recycling rules. Selectman Hart asked if people could get the smaller bin if they don't need a large one. Mr. Coombs said that 50 smaller bins will be available. He said there will also need to be discussion about the fees for a second barrel, as in the new contract the cost will be \$75 for the barrel itself and an additional \$170 per year for the extra pickup. In addition, only plastic #1, #2 and #5 will be accepted. There will be an educational campaign to highlight the changes coming.

The Chairman signed the contract with Waste Management as revised.

Committee Assignments

With Selectman Coombs leaving, his committee and department liaison assignments were reassigned:

Inspectors: Selectman Wilson

Highway: Selectman Wilson

Conservation Commission: Selectman St. James

Fire Station Building Committee: Selectman Hart

Recreation: Selectman St. James

Solid Waste and Recycling Committee: Selectwoman Alessio

It was agreed to post a notice about the open seat on the Select Board, on the Town website and in the Carriage Towne News; interested parties will be given until August 18th to submit a letter of interest, then a decision will be made on August 22.

A notice will also be posted on the website that more volunteers are needed for Kingston Days.

Request for Proposals for Tax Map update and GIS Services

Having reviewed a draft of a Request for Proposals prepared by the Administrative Assistant for work on the town's tax maps, the Board approved it for posting.

Dorre Road

There was a brief discussion of options for Dorre Road and response to recent legal correspondence. Mr. Coombs said that residents on one side of the road want changes to the road and drainage and would be willing to discuss giving up or swapping land. However, residents on the other side are against the changes required to widen the road. Permission is needed to survey. Mr. Coombs said that maybe rather than only working on one side, a better plan would be to pave the road, set up a regular sweeping schedule with Torromeo, and enhance the drainage at the turnoff.

Sanborn Head re: letter received from NHDES

Steve Zemba of Sanborn Head had not been able to make this meeting as planned, but the Board agreed that it is not necessary to reschedule at this time, unless Mr. Zemba

requests it. Rather, he will be directed to respond to the DES letter as he sees fit. Sanborn Head will also be asked to submit a proposal for water sampling, or to recommend a contractor.

APPROVAL OF MEETING MINUTES:

MOTION: By Selectwoman Alessio, to approve the meeting minutes of July 11, 2022, Public and Non-public, as written.

SECOND: by Selectman Hart

All in favor

Meeting Adjourned at 10:30 AM

Respectfully submitted:

Susan H. Ayer

Administrative Assistant to the Select Board