

**Kingston, New Hampshire
Board of Selectmen
Meeting of December 30, 2021
Special Meeting: Encumbering of 2021 Funds
FINAL MINUTES**

The meeting was called to order at 12:12 PM in the Meeting Room at the Town Hall.

PRESENT: Vice Chair Richard Wilson; Electra Alessio, Donald Briggs, Kevin St. James (via Zoom software), Select Board Members.

The Board reviewed the list of expenses eligible to be encumbered from 2021, prepared by the Finance Director (see attached).

Selectman Wilson brought forward the request for a new computer at the historical museum, for which an estimate from Block 5 and a purchase order had been submitted about two months ago. He said this had been approved at a prior meeting by the three Selectmen present, contingent upon there being enough money left in the computer maintenance line. He said at the time there was \$7,500 left, and the computer will cost \$1,887.16.

MOTION: by Selectman Wilson, to add the purchase order for \$1,887.16 to the list of funds to encumber.

SECOND: by Selectwoman Alessio

There was a discussion of the computer needs of the museum, and what is included in the cost of this computer; Selectman St. James said he wants to be sure the town is not over-buying. Selectman Wilson said the computer is what was recommended by Block 5, and that he had checked pricing and found it to be competitive.

All in favor

The Board then went through the list of purchase orders to be encumbered and voted individually:

PO 4150	Motion: Alessio; Second: Briggs; All in favor
PO 4153	Motion: Alessio; Second: St. James; All in favor
PO 4191	Motion: St. James; Second: Briggs; All in favor
PO 4194	Motion: Alessio; Second: Briggs; In favor: Alessio, Briggs, Wilson; Against: St. James (due to inclusion of Recreation tent rental); Passes
PO 4210	Motion: St. James; Second: Alessio; In favor: Alessio, St. James, Wilson; Abstain: Briggs (due to it being Police Dept. expenses); Passes
PO 4312	Motion: Alessio; Second: Briggs; All in favor
PO 4323	Motion: Alessio; Second: Briggs; All in favor

WA 2021-13 **Motion:** Alessio; **Second:** Briggs; **All in favor**

There was a brief discussion of the 2022 Budget. Highway Agent Rich St. Hilaire said he would be making a reduction to the Stormwater management line in his budget, and will bring this item to the next meeting.

Adjournment:

MOTION: by Selectman St. James, to adjourn at 12:33 PM

SECOND: by Selectman Briggs

All in favor.

Respectfully submitted,
Susan Ayer, Administrative Assistant

**Town of Kingston
General Fund Encumbrance List
for the year ended 2021**

PO #	Dept	Line Item	Vendor	Total Encumbered to 2022	Purpose	PO Date
2021-MP-31	4194	3	Door Up	\$ 6,980.00	garage door, motor & remotes	11/05/21
2021-HD-50	4312	29	GeoInsight Environmental	\$ 34,000.00	storm water protection plan	12/07/21
2021-13	4210	7	Grappone Ford	\$ 34,371.00	2022 Police Interceptor Utility	10/04/21
2021-MP-34	4194	31	Marshall Rental Center, Inc	\$ 3,700.00	rec center tent rental	12/27/21
BOS2021-034	4153		McLane Middleton	\$ 4,000.00	personnel manual update	09/01/21
2021-HD-44	4312	7	Northern Tool & Equipment	\$ 1,769.00	truck 4 tool boxes	10/27/21
BOS2021-031	4150	9	Plodzick & Sanderson, P.A.	\$ 4,225.00	annual audit	07/08/21
2021-HD-55	4312	7	Ralph Mahoney & Sons, Inc	\$ 25,000.00	truck 3 engine repair	12/27/21
2021-MP-32	4194	2	Sash & Solder Window Restoration	\$ 2,550.00	restore stained glass window	11/19/21
BOS2021-037	4323	4	Town of Chester	\$ 2,094.10	hazardous waste collection	12/29/21
PB2021-001	4191	2	Truslow Resource Consulting	\$ 1,843.00	aquifer maps	08/06/21

Total \$ 120,532.10

4130 1887.16

4150 \$ 4,225.00

4153 \$ 4,000.00

4191 \$ 1,843.00

4194 \$ 13,230.00

4210 \$ 34,371.00

4312 \$ 60,769.00 ✓

4323 \$ 2,094.10 ✓

Subtotal \$ 120,532.10

WA 2021-13 \$ 29,000.00 ✓

New Playground Equipment

Grand Total \$ 149,532.10

151,419.26

Kingston Board of Selectmen
APPROVED

DEC 30 2021

