

**Kingston, New Hampshire
Board of Selectmen
Meeting of June 15, 2015
MINUTES**

The meeting was called to order at 7:00 pm in the Selectmen's Office of the Kingston Town Hall. In attendance were Selectmen Peter Broderick and George Korn.

Highway Department Discussion

Road Agent Richard St. Hilaire was present to discuss with the Board his hope that they will approve finishing off the upper level of the new Highway Garage. He advised that the interior fit out for the building starts this week and that this is the best time to decide when to finish the area off. At a minimum, he would like to see a wall extend from the floor to the ceiling in front of the mezzanine area. The Board agreed that finishing off the upper level was a part of the original building design and that the best time to do it is when the building's under construction. It was agreed that the estimated \$28,000.00 necessary to finish the upper level of the new Highway Garage, as specified in the original plans, will be withdrawn from the Buildings Capital Reserve fund so the work can be done.

Mr. St. Hilaire then advised that a partially razed building at the Recreation site has been demolished, and that changing rooms have been constructed and will be painted by volunteers or the Recreation Summer Camp staff. He also advised that the fence surrounding the playground will be completed this week.

Mr. St. Hilaire then advised that a Unifit grant program will pay the difference between fluorescent lighting and more energy efficient LED lighting in town buildings, and is paying part of the difference between 2" and 4" insulation in the new garage. The grant program should result in substantial savings for the town both in initial outlay and in future energy costs.

Lighting Violation Discussed

Selectman Broderick advised that he has been attempting to deal with a residential outdoor lighting violation on Concannon Road. A formal Notice of Violation will be sent to the property owner this week, with legal action to follow if necessary.

Recreation Department Discussion

Recreation Co-Directors Katy Stedman and Paul Butler were present to discuss the summer camp program. Ms. Stedman noted that it appears there are approximately 87 enrollees in the program, not all of whom will be attending the camp every day. Selectmen suggested that out-of-town registrations no longer be accepted once the total enrollment figure reaches 95, to allow leeway for Kingston residents to enroll and still keep the total under 100. Selectman Korn advised that in future years the town should allow registration by only Kingston residents up to a certain date, thereafter allowing out-of-town registrations until a set maximum is reached. The fee structure also will need to be re-visited and discounts restricted to residents only. Selectman Korn requested of Ms. Stedman that she provide him with a breakdown of the camp applications received, noting in particular the number of resident and non-resident applications. Ms. Stedman advised that she will determine those numbers and provide them as soon as possible.

Some discussion was held as to whether to include the year in the camp t-shirt design. It was agreed that the year will not be included in the design so that any overage of t-shirts can be re-used another year.

Ms. Stedman then voiced concern about how the camp will be coordinated this year in light of the co-director set-up instituted by Selectmen earlier this year. She noted that the last time she and the Selectmen had met she had been taken by surprise by discussion of a division of summer camp duties. Selectman Korn advised that his understanding is that the division of duties has more to do with program division than with camp directorship. He expects that Ms. Stedman will remain summer camp director as in the past several years, while Mr. Butler will coordinate the other annual programs run by

the department. He stated that he understands that Mr. Butler will be working at the summer camp on a part-time basis this summer, but that he will be under Ms. Stedman's direction, allowing him to learn how the camp is operated and to provide assistance to Ms. Stedman as necessary. Similarly, Ms. Stedman will serve in an assistance role for the Easter, Halloween and Christmas programs to be coordinated by Mr. Butler. Ms. Stedman agreed that the arrangement as described by Selectman Korn will work well. Her concern had been in splitting the directorship so that there was no consistency for the campers, counselors or programming. She thanked Selectman Korn for clarifying the situation.

Non-Public Session

MOTION: Upon motion of Selectman Broderick and second of Selectman Korn, it was voted to adjourn to non-public session under the provisions of N. H. RSA 91-A:3, II-a. The Board adjourned to non-public session at 7:45 pm.

The Board returned to public session at 8:12 pm.

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

Request of Boy Scouts to use Beach Area for End-of-Year Program

Patricia and James Guevin were present to request permission for James's scout troop to use the Community Recreation site beach area for their year-end awards program and cookout. They would like to have the Recreation Center building open as well, to allow access to the rest rooms. Selectman Broderick will open and close the building for the program. Ms. Guerin was asked to return a completed facilities use application, provided to her some time ago, to ensure that the town has contact information and that the Police and Road Agent can be made aware of the activity that will be held at the site.

Review of Previous Meeting Minutes

MOTION: Upon motion of Selectman Broderick and second of Selectman Korn it was voted to approve the Minutes of the June 1, 2015 meeting as printed.

Administrative Matters

The Board approved two applications for Veterans credits.

Intent to Cut forms were signed for properties on Exeter and New Boston Roads.

An Intent to Excavate was signed for Torromeo property off Route 125.

Appointment papers for vacancies on the Conservation Commission.

2015-16 Junk Yard Licenses were signed.

A Police Department resignation and appointment were noted and approved.

An application for SRSD Track Meets starting from the Plains was approved.

Adjournment

There being no further business before the Board the meeting adjourned at 8:29 pm. The next meeting will be held on June 29, 2015.

Respectfully submitted,

**Catherine Grant
Administrative Assistant**