

**Kingston, New Hampshire  
Board of Selectmen  
Meeting of July 25, 2016  
MINUTES**

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

**Discussion of Multi-dwelling Property Addressing**

Therese Reeve was present at the Board's request to review the status of her Rockrimmon Road property. Ms. Reeve clarified for the Board that the property is comprised of three separate dwelling units: the main, 4-bedroom house; a 2-bedroom cottage; and a 2-bedroom apartment in a portion of the barn. Property cards as well as Ms. Reeve's narrative indicate that the structures all have been in existence since the 1950's and '60's and are therefore considered to be pre-existing, non-conforming. There is a question of the addressing for Emergency 9-1-1 purposes, and that issue will be resolved by Police Chief Don Briggs in concert with Ms. Reeve.

**Discussion of Library Director's Resignation**

Chair of the Board of Library Trustees Jef Flanders-McDougall was present to advise the Board that Library Director Mike Sullivan will be leaving his position for a Directorship in Weir, New Hampshire effective on August 5<sup>th</sup>.

**Highway Department Updates**

Road Agent Richard St. Hilaire was present to advise that his department had incurred some overtime charges due to the recent storm activity.

Mr. St. Hilaire also advised that there had been a catch-basin collapse and an associated resident injury. He will file a report with the Town's insurance carrier in case a claim is made.

Mr. St. Hilaire noted that he has met with Mr. Torromeo to determine what size and how many boulders will be needed to block some of the access ways into the privately owned wooded areas on either side of Frye Road. He has obtained letters of permission from the property owners. Those wooded areas have been subject to trespassers, unpermitted fires, and general damage in recent months and the Police and Fire Departments have asked that access be limited in any way possible. A gate at the entrance to the Frye Road Town Forest also will be installed to keep motorized vehicles from accessing that area.

The contract and first change order for the North Road culvert replacement project were signed. It's expected that work will begin in October.

A contract for repair of the Town Hall's front steps is expected soon so that work can begin in August.

**Non-public Session**

**MOTION:** Upon motion of Selectman Broderick and second of Chairman Heitz, Chairman Heitz polled the Board for a unanimous voted to adjourn to non-public session under the provisions of NH RSA 91-A:3-II(a). The Board adjourned at 7:38 pm.

The Board returned to public session at 8:32 pm.

**MOTION:** Upon motion of Selectman Broderick and second of Chairman Heitz it was voted to seal the minutes of the non-public session.

**MOTION:** Upon motion of Selectman Broderick and second of Chairman Heitz it was voted that Chairman Heitz will address with the Planning Board the matter of appointment of alternate members to town boards and commissions - specifically whether employees providing administrative services to boards may at the same time serve as alternates on those boards. It was noted that the town follows the provisions of statutes relating to such matters; if no conflict is recognized by statute it is not addressed by the town. There is no intent to adopt a policy relating to appointments that varies with the statutes, nor any intent to change the policy of appointments made at the recommendation of board and commission chairs.

### **Administrative Issues**

The Board reviewed the single property scheduled to be deeded for non-payment of taxes and agreed to advise the Tax Collector to give the owner one more week to pay and, if payment isn't received, to go ahead with the deeding.

The Board approved a bid to provide upgraded cable equipment for the town's broadcast capability. The bid will be awarded to Access A/V of Concord. The upgrade is expected to occur in September.

An Automotive Recycling Facility license was issued to Evergreen Auto of Main Street.

The Board approved a request for an Eagle Scout service project on a town property adjacent to the Bakie School. The Conservation Commission will work with the Scout on the project.

An Intent to Cut for 9 West Shore Park Road was signed.

The 2016-17 contract for the Town Planner was signed. The total cost will be \$27,528.00.

The Board reviewed and discussed a letter prepared by Selectman Broderick - who also serves as the town's Health Officer - that will appear in the local newspaper advising residents of the ordinance relating to clean up of pet waste from public properties.

A court order relating to the Nichols Building, amending the trust to allow a museum facility, was noted.

An email from the Planning Board Chairman requesting information about when the town will begin broadcasting meetings again was read. Information relating to the equipment upgrade and training schedule will be sent to the Chairman in reply.

The Board noted a report from the property owner who has held the Renaissance Faire event for the past several years, advising that the venue for the event may need to be moved to another town as the event has outgrown the facility in Kingston.

The Board reviewed a reminder from the Heritage Commission Chair about the commission's intent to apply for a DOT grant to assist with a proposed reconfiguration of the Plains and the downtown traffic pattern. The commission also may apply for a grant to provide signage for the downtown Historic District area.

Orders to pay were reviewed and approved.

### **Adjournment**

There being no further business before the Board, the meeting adjourned at 9:02 pm.

**Respectfully submitted,**

**Catherine Grant**  
**Administrative Assistant**