

**Kingston, New Hampshire
Board of Selectmen
Meeting of August 7, 2017
MINUTES**

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

Discussion of Recreation Department Issues

Recreation Director Paul Butler was present to update the Board on the summer recreation camp program. He noted that enrollments are down from last year, mainly due to people who'd signed up for several weeks of camp and then failed to attend. It was agreed that, in future years, 50% of the weekly tuition will be collected in advance to ensure that people don't sign up and then renege.

Mr. Butler then advised that the Fire Chief is hoping to expand the training for counselors to a full 40-hour week. It was agreed that the means of paying for the extra employment week will be discussed with Mr. Broderick during the budgeting process; it may be that tuition will increase to pay the additional approximately \$4,000.00.

Mr. Butler also would like to assign one of his counselors to spend a couple of hours each week to help him with administrative tasks, and would like authorization to increase the hourly rate for returning counselors next year by \$1.00 to \$1.50 rather than the usual \$.50, in order to incentivize more counselors to return. The additional \$4,000.00 expense will be discussed during the budgeting process.

Mr. Butler and Buildings Maintenance Supervisor Richard St. Hilaire then discussed their hope that the board will approve a 4' chain link fence to enclose the area between the parking lot and the beach at the 24 Main Street site. Mr. Butler believes that the fence will increase safety for campers as well as reduce erosion and discourage out of town residents from using the beach on weekends. The fence could be locked other than during camp hours with access by keys issued only to residents. He also would like to have steps installed to lead from the fenced-in area down to the water. He and Mr. St. Hilaire have been considering railroad ties for use as steps. Chairman Heitz requested that Mr. Butler sketch out a plan of where he's thinking should be fenced in and where he thinks the steps will be useful so that the Board can see what they're talking about. If the proposed projects are to be undertaken, they will be discussed during the budget process and will be included in the Buildings Maintenance budget line.

Mr. Butler and Mr. St. Hilaire then requested the Board's approval to proceed with a \$16,000.00 floating vinyl floor project for the building. Bids for that project were reviewed by the Board last January. Both gentlemen noted that, if the building is ever to be used for anything other than the summer camp, the concrete floor will need to be upgraded. Chairman Heitz advised Mr. St. Hilaire to add the expense to his 2018 Buildings Maintenance budget, to be discussed during the budget process.

Public Hearing to Accept State Surplus Highway Funds

Chairman Heitz called to order a Public Hearing at 7:30. He advised that the purpose of the hearing was to discuss and gather public input into an unanticipated state disbursement of surplus funds, in the amount of \$146,515.92, under Senate Bill 38, from the Highway Block Grant program. The funds are additional to those from the regular, annual highway block grant disbursements. Under RSA 31:95-b, a public hearing is required and the Selectmen must formally accept the unanticipated revenue. Chairman Heitz noted that the hearing had been posted as a part of the regular Selectmen's meeting for this date, at the Town Hall, the Kingston Post Office, and on the town's website.

Comment from the public was invited. There were no comments in favor of or opposition to the funds.

Chairman Heitz closed the hearing at 7:35 pm.

MOTION: Upon motion of Selectman Broderick and second of Chairman Heitz, it was voted to accept surplus state highway funds in the amount of \$146,515.92 for use in highway and road reconstruction projects over the next two years.

Discussion of Highway Department Issues

Road Agent Richard St. Hilaire advised that paving by Pike Industries along a portion of Main Street, Church Street, and North Road will start in September. With the additional highway funds, he may also undertake Depot Road and Scotland Road this year; Pike has said they're willing to do those roads at the same material bid as the others. He noted his intention to add \$200,000.00 to his budget annually to try to catch up on paving projects deferred until the economy began to recover. Some of the older subdivisions' roads haven't been touched for 20 years and are in need of attention. He specifically cited Rockrimmon Road, Hunt Road, Valley Lane and Presidential Estates. He will be presenting a purchase order for parts of the work at an upcoming meeting.

Mr. St. Hilaire advised that the North Road culvert replacement project should be completed by the end of the week.

Administrative Issues

A veterans credit application was approved and signed.

Land Use Change Tax notices for two properties on North Road were signed (Map R32, Lots 9B & 9C).

The Board reviewed the Capital Improvements Plan submittal for the Fire Department. The Board will note for the CIP Committee that they reviewed but do not necessarily support the projects as submitted.

An appointment for Lynn Gainty to serve on the Budget Committee until the next election was signed.

Review of the July 10th and 24th minutes was postponed until the entire Board is present.

An Amendment to an Agreement with Senior Living Development, LLC was reviewed and signed with some minor wording changes. The Agreement outlines the terms for granting of a well easement on town property adjacent to an assisted living project proposed to be built on a Main Street property.

An analysis of the assessment for the Seacoast United condominium property at Diamond Oaks, prepared by Assessor Fred Smith, was reviewed. No action was taken.

A copy of an insurance certificate provided by the Kingston Dog Park Association was noted.

A memorandum from the assessor advising that the process for assessing utility poles has changed state wide and that the town's overlay assessment for 2017 should be adjusted accordingly was reviewed.

It was agreed that Selectman Korn will be the Board's representative to the Capital Improvements Plan Committee.

There being no further business before the Board, the meeting was adjourned at 8:15 pm.

**Respectfully submitted,
Catherine Grant
Administrative Assistant**