

**Kingston, New Hampshire
Board of Selectmen
Meeting of October 25, 2010
MINUTES**

Public Hearing - Grant Acceptance

The Selectmen's meeting of October 25, 2010 was called to order in the Selectmen's Office of the Town Hall at 163 Main Street, Kingston, N. H., at 7:00 pm. In attendance were Chairman Mark Heitz and Selectmen Peter Broderick and Charles Hart.

Chairman Heitz called to order a Public Hearing, notice of which had been duly posted at Town Hall, at the Kingston Post Office, and on the Town's official website.

Road Agent Richard St. Hilaire introduced Lance Harbour and Paul Hatch of the N. H. Department of Homeland Security and Emergency Management, and Roch Larochelle and Josh Bouchard of CMA Engineers, Inc. of Manchester.

Mr. Harbour advised the Board that, pending final approval of the Governor and Council, the town has been awarded two grants, applications for which had been submitted in June, 2009. The grants are funded by the Federal Emergency Management Agency's Hazard Mitigation Program, as administered by the State.

The first project is the replacement of the bridge culvert on Great Pond Road, and the award is \$118,575.00. The town will provide a 25% match (\$39,525.00) for the total project cost of \$158,100.00. The second project is for the replacement of three culverts on Ball Road, and the award is \$307,950.00. The town, again, will provide a 25% match (\$102,650.00) for a total project cost of \$410,600.00.

Mr. Hatch explained that the grant funds are made available on a competitive basis to communities based on their experience during previous emergency events. The projects are designed to mitigate hazards identified during those emergencies, and are rated on the basis of cost v. benefit.

Mr. Harbour advised that the Governor's Council is expected to meet in January, 2011 and to give final approval of the awards at that time. Once all approvals are in hand, someone from his office will sit down with the town's grant administrator to go over how the funds will be disbursed - either through advance payment or by reimbursement of expenditures - and accounted for. Mr. Hatch reminded the Board that, since the total of the two awards is very close to the \$500,000 annual threshold at which a federal compliance audit will be required, they should be prepared for the likelihood that the 2011 audit will need to include that additional work.

Chairman Heitz asked if other towns in New Hampshire had been awarded similar grants. Mr. Hatch and Mr. Harbour cited the towns of Plymouth and New Durham, noting that the Town Managers of those communities can be contacted to advise Kingston on how local authorization to expend the grant funds should be obtained and how the funds should be accounted for in budget reports. Mr. Bouchard of CMA provided contact information for the two towns.

Selectman Broderick noted that completion of these projects will make an immense difference to the residents of Great Pond Park, who during recent flood events have been totally isolated, unable to be reached even by emergency services. He expressed the gratitude of the town for the award of these funds that will allow that situation to be corrected.

There was no public comment forthcoming.

MOTION: Upon motion of Selectman Broderick and second of Selectman Hart, it was unanimously voted to accept a Hazard Mitigation Grant for the replacement of a culvert on Great Pond Road in the amount of \$118,575.00, and to commit to providing a 25% match of \$39,525.00, for a total project cost of \$158,100.00.

MOTION: Upon motion of Selectman Broderick and second of Selectman Hart, it was unanimously voted to accept a Hazard Mitigation Grant for the replacement of three culverts on Ball Road, in the amount of \$307,950.00, and to commit to providing a 25% match of \$102,650.00, for a total project cost of \$410,600.00.

The grant agreements between the State and Town were signed and notarized.

Road Agent Richard St. Hilaire advised that he would like to begin the permitting process with the Department of Environmental Services, to ensure that permits all are in hand when construction is ready to begin. The Board agreed to commit to a \$45,000.00 expenditure to do the necessary engineering work for the permit applications. CMA Engineers, Inc. will send a contract for the Board's signatures.

Road Agent Richard St. Hilaire then advised the Board that a third grant application, for dredging of the Great Pond outlet at Kingston Lake, replacement of the Main Street Bridge and of the Mill Road culvert, falls outside of the parameters of the state administered Hazard Mitigation Grant program (its cost is estimated to exceed \$1.1M) and, if the town wishes to pursue it, needs to be re-submitted under a different FEMA grant program. The cost to re-work the application to meet the more stringent requirements will be \$2,200.00. Selectmen discussed whether the application will be competitive nationwide. Mr. Bouchard advised that the Cost Benefit Analysis had scored the project at 3.85 and that anything over 1.0 is considered to be a cost effective project. Additionally, applications submitted under this program can be re-submitted annually. The Board agreed to have CMA Engineers, Inc. re-do the original application to conform to the requirements of the new grant program and signed the agreement for that work.

Mr. St. Hilaire then advised that the Homeland Security and Emergency Management Office also has a grant program that, upon application, could provide 50% of funding for a generator for the Town Hall. This project was identified on the town's Hazard Mitigation plan as a priority. Total cost for a generator that will provide full power for the Town Hall in the event of emergency, is \$38,000.00. A similar grant recently was awarded to the Fire Department to fund flat screen monitors, tables and chairs for the training room at Central Station. The Police Department may soon be applying for funds to cover half the cost of purchasing repeaters for the department's remote radios.

Some discussion was held about the advantages of a 400 amp rather than a 200 amp generator. Selectman Broderick noted that the upper level of the Town Hall often isn't in use so perhaps needn't be powered during emergencies. Mr. St. Hilaire pointed out that one of the reasons the town has wanted to get a generator installed is that it would make the Town Hall available as a possible shelter point during emergencies. The Board advised Mr. St. Hilaire to look into both a 200 and a 400 amp installation and to report back on the cost of each. They also approved Mr. St. Hilaire proceeding with an initial grant application.

The Board thanked Mr. Harbour, Mr. Hatch, Mr. Larochelle and Mr. Bouchard for their participation in the hearing and for their work in helping to secure the grant funds awarded to the town.

There being no further comment, the hearing was closed at 7:55 pm.

Police Department Updates

Police Chief Don Briggs advised that he would like to apply for a grant through the Homeland Security and Emergency Management office to cover half the cost of 8 repeaters for the department's mobile radios. He also would like to provide the 50% match required from the Outside Detail Fund. The Board agreed that Chief Briggs should apply for the grant funds and that the matching funds can be withdrawn from the Outside Detail Fund, since the repeaters are a necessity for officers when they are serving on details where their mobile radios are subject to transmission gaps, as in the southern part of town.

Chief Briggs then discussed with the Board a proposal that his department's SUV be transferred to the Fire Department. He advised that he has no problem with the transfer, but that he will need to replace the SUV (which has only 38,000 miles on it) and will want to fund it from the Outside Detail Fund. He intends to purchase a cruiser in 2011 from his budget line. The Board discussed the fact that the Fire Department has completed repairs on the utility truck that they originally had thought wasn't worth repairing, so the acquisition of the SUV is no longer a necessity. If at some point it becomes necessary to work out a transfer they will re-visit the matter. In the mean time, the Outside Detail funds will remain available for whatever purpose they may be needed.

Bids were opened and reviewed for a 2008 Crown Victoria being offered for sale by the Police Department. Bids received were:

Bay Ridge Motors of Staten Island, NY	\$4,774.00
Asia Motors, Inc. of Chicago, IL	\$4,779.00
Yousef Dabbagh of Island Lake, IL	\$5,187.00
Grace Quality Used Cars of Morrisville, PA.....	\$5,242.00
Kevin Hale of Merrimack, NH	\$3,178.00
FleetMaster of Marana, AZ	\$3,838.00

Chief Briggs will contact the high bidder and, once the payment check has cleared, will release the car and title.

Chief Briggs provided and the Board reviewed the 2011 contract proposal for the Regional Prosecutor. The \$23,812.00 proposal will cover a portion of the prosecutor's and assistant's salaries, benefits, etc., as well as a portion of the office expenses. It was noted that the reduced case load to be generated by Kingston in the next year or so, due in part to the fact that we have so many new officers in training stage, should reduce the portion of the total cost.

A letter received from the Watchtower Society of New York, Inc. was reviewed. Chief Briggs agreed with the information provided in the letter to the effect that people don't need to register in advance of beginning to publicly minister. He was unaware that any ministers had been requested to register with the department.

Non-public Session

MOTION: Upon motion of Selectman Broderick and second of Selectman Hart, Chairman Heitz polled the Board relative to adjournment to non-public session under the provisions of N. H. RSA Chapter 91-A:3, II-a. Poll results were: Selectman Broderick - Aye; Selectman Hart - Aye; Chairman Heitz - Aye. The Board adjourned at 8:35 pm.

The Board returned to public session at 9:02 pm.

MOTION: Upon motion of Selectman Broderick and second of Selectman Hart, Chairman Heitz polled the Board relative to sealing the minutes of the non-public session for an indefinite period. Poll results were: Selectman Broderick - Aye; Selectman Hart - Aye; Chairman Heitz - Aye.

Resident Inquiry

Stacy Gray was present to discuss with the Board her ongoing project to convert the property at 8 Circuit Drive from seasonal to year round. Ms. Gray reported that she initially had been told by Health Officer Larry Middlemiss that the State would require her to have a new septic design prepared, based on current rules, but that she wouldn't have to actually install the system so long as her present system continued to work. She noted that her construction budget had been based on Mr. Middlemiss's statements and that she didn't reserve the money to do an installation. Her present difficulty had begun once the Building Inspector had come out to the property for a routine inspection and had noted that some plumbing - including a sewer ejector pump - had been installed in the basement of the house. She explained that the plumbing work had been done at the suggestion of her excavation contractor; he had advised her to install any plumbing that she may wish to have done in the future while the concrete was being poured for her foundation, since to do it at a later date would entail digging up the foundation. Although Ms. Gray has no intention of finishing her basement in the foreseeable future, she had her plumber go ahead and rough in for a potential future downstairs bath. She was fully aware that, prior to actually doing any hookups of the plumbing, a new design plan including a larger tank would need to be submitted for approval. When the Building Inspector had reported to Mr. Middlemiss that plumbing and the ejector pump were installed, Mr. Middlemiss had told Ms. Gray's plumber and septic designer that she would have to revise the plan and actually install the new system. Ms. Gray had tried to contact Mr. Middlemiss but he hadn't returned her calls, so she had contacted the Selectmen's Office. At that point Mr. Middlemiss did call her back, but when she tried to explain the situation and get from him an explanation of why he had changed his mind about the installation, he had gotten angry with her, insisted that the installation is necessary and ultimately had hung up on her.

Chairman Heitz explained that the inspectors frequently have residents expand projects beyond the scope of their permits and that Mr. Middlemiss would be skeptical of work done in the basement area when the original building permit didn't indicate that the work was planned. Particularly where the approved septic design wasn't suitable for

a pump system with an ejector pump, he would feel that the system needs to be reworked and that the present system would be inadequate. It was agreed that Selectman Broderick and Mr. Middlemiss will meet with Ms. Gray on site on October 26th, discuss the scope of the work that she intends at the present time, and try to reach a compromise concerning the installation of the system.

IT Services Proposals Reviewed

Selectmen reviewed two quotes received for the provision of IT services to town departments. Selectman Broderick noted that he had spoken with Bookkeeper Cindy Kenerson about the proposals and that she recommends that the town hire an established company that can provide off-site backup of the town's files as well as remote access servicing of department inquiries. A decision will be delayed to see if additional proposals are forthcoming.

Review of Previous Meeting Minutes

MOTION: Upon motion of Selectman Broderick and second of Selectman Hart, it was voted to accept the minutes of the October 4th meeting as printed. Chairman Heitz abstained from the vote due to his not having been present at the meeting.

MOTION: Upon motion of Selectman Hart and second of Chairman Heitz, it was voted to accept the minutes of the October 18th meeting as printed. Selectman Broderick abstained from the vote due to his not having been present at the meeting.

Blasting Permit Proposal Discussed

Selectmen discussed a Planning Board proposal for adoption of a Blasting Permit Ordinance. It was agreed that a fee of \$100 per permit will be proposed, and that on-going projects such as those at local quarries will be required to obtain only one permit per year per site.

Outdoor Lighting Ordinance Proposed Changes Reviewed

At the request of the Planning Board, Selectmen reviewed some proposed changes to the Outdoor Lighting Ordinance submitted by the town's Energy Committee. It was agreed that the Board doesn't support making the Ordinance more restrictive than what was passed at the 2010 Town Meeting.

Notice to Employees Concerning Possible Changes to Coverage Discussed

The Board reviewed an update on the status of negotiations between Exeter Hospital and Anthem Insurance. If no agreement is reached prior to January 1st, those of the town's employees who have policies under Anthem and who either use Exeter Hospital or have as their preferred provider a physician who is on Exeter Hospital's staff, may not fully be covered for their care (since Exeter Hospital will no longer need to accept Anthem's rates as an acceptable payment). Selectman Broderick suggested that a notice go out to those employees who are covered by Anthem, advising them of the potential problem and allowing them the opportunity to change coverage.

Respectfully submitted,
Catherine Grant
Administrative Assistant