

**Kingston, New Hampshire  
Board of Selectmen  
Meeting of December 28, 2018  
Draft MINUTES**

The Selectmen met in the downstairs office at the Town Hall. The meeting was called to order at 4:15 PM.

**PRESENT:** Chairman Mark Heitz; Phillip Coombs, Kevin St. James, Donald Briggs, Jr., Selectmen. Also present, Richard St. Hilaire, Road Agent, Ellen Faulconer, Planning Board Administrative Assistant and Cindy Kenerson, Finance Director.

**Contract with Stantec Consulting Services**

Discussion took place regarding interim groundwater quality monitoring program for the Fire Station at 148 Main Street.

**MOTION:** by Selectmen Briggs to authorize Chairman Mark Heitz to sign the contract with Stantec Consulting Services.

**SECOND:** by Selectman St. James.

**All in favor.**

**Encumbering Funds from 2018 Budget**

Selectman Heitz discussed encumbering \$2,000 for BCR Auto Body for body work on Highway truck #7 and \$62,100 for Stantec Consulting Services Inc for interim groundwater quality testing. The 2018 budget was reviewed and discussed.

**MOTION:** by Selectman Briggs to encumber funds totaling \$64,100 from the 2018 budget.

**SECOND:** by Selectman Coombs.

**All in favor.**

**Lefevre Drive Snow Plowing**

Richard St. Hilaire asked the Board if he should plow Lefevre Drive if the contractor fails to do so. The Board advised him not to plow unless there is an emergency situation.

The board also decided to invite John Ingalls to the next Selectmen's meeting on January 7, 2019 in order to discuss the responsibility of the private road Lefevre Drive.

**Non-Public Session**

**MOTION:** Upon motion of Chairman Heitz, **SECOND** of Selectman Briggs, it was voted by roll call to adjourn to Non-Public session under the provisions of NH RSA 91-A:3,II (I), Legal advice; and NH RSA 91-A:3,II (a), Personnel.

**In Favor: Heitz, Briggs, St. James, Coombs; Motion passed.**

The Board adjourned at 4:45 PM.

**MOTION:** Upon motion of Selectman St. James, **SECOND** of Selectman Coombs, it was voted by roll call to return to public session at 5:30 PM.

**In Favor: Heitz, Briggs, Coombs, St. James; Motion passed.**

### **Minutes of Non-Public Sessions**

Chairman Heitz discussed the past practice of sealing non-public sessions indefinitely. Selectman St. James proposed sealing the minutes for a period of 5 years. Chairman Heitz said he would like to reaffirm the past practice of sealing all non-public sessions for an indefinite period of time.

**MOTION:** by Selectman Heitz to continue the practice of sealing all non-public session minutes for an indefinite period of time unless the Board votes to define a specific time frame for an individual session.

**SECOND:** by Selectman Briggs.

**In favor:** Heitz, Briggs, Coombs; **Opposed:** St. James; **Motion passed.**

### **APPROVAL OF MEETING MINUTES:**

**MOTION:** by Selectman St. James, to approve and seal the non-public session minutes of December 17, 2018, as written.

**SECOND:** by Selectman Coombs.

**In favor:** Briggs, Coombs, St. James. **Abstain:** Heitz; **Motion passed.**

### **Adjournment**

**MOTION:** by Selectman St. James, to adjourn at 5:55 PM

**SECOND:** by Selectman Heitz

**All in favor.**

Respectfully submitted,

Cindy Kenerson  
Finance Director