

**Kingston, New Hampshire
Board of Selectmen
Meeting of December 17, 2012
MINUTES**

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

Grant Application for Police Department Portable Radios Approved

Police Chief Donald Briggs was present with Paul Hatch of the state Homeland Security and Emergency Management Agency to request authorization to apply for a matching grant to fund purchase of 8 portable radios for the Police Department. A previous grant had provided six of the same type of radio, which the department has found to be a great improvement to the department's communications capability. The total purchase will entail \$21,212.00, of which the grant will cover \$10,606.00. The town's share will come from forfeiture funds expected to be received or, in the alternative, from the department's details account.

MOTION: Upon motion of Selectman Korn and second of Selectman Broderick it was unanimously voted to authorize Chief Briggs to apply for and accept grant funds as outlined. Chairman Heitz signed the grant application document and thanked Mr. Hatch for his assistance.

Chief Briggs noted that he also may be requesting support for Kingston to join the county and area towns as a High Intensity Drug Enforcement Area participant under the Department of Justice's Drug Enforcement Agency program.

Review of Previous Meeting Minutes

MOTION: Upon motion of Selectman Korn and second of Selectman Broderick it was unanimously voted to accept the minutes of the December 10, 2012 meeting with the following correction: to page 1, paragraph 2 should be added the sentence, "Mr. St. Hilaire stated that he will order the kitchen equipment prior to the end of the year."

Acceptance of Donation from Gideon Lodge for Purchase of Toys

MOTION: Upon motion of Selectman Korn, second of Selectman Broderick and a unanimous vote, the Board gratefully accepted on behalf of the Human Services office a cash donation in the amount of \$250.00 from Gideon Lodge, for the purpose of providing Christmas toys to area children.

Acceptance of Donated Personal Property on Behalf of the Library

MOTION: Upon motion of Selectman Korn and second of Selectman Broderick, it was unanimously voted to accept on behalf of the Library Trustees donated items having an estimated value of \$303.00.

Nichols Building Museum Discussion

Ruth Albert and Kathy Chase of the Historical Museum Committee and Virginia Morse of the Historic District Commission were present to propose to the Board an alternate funding arrangement to the \$29,000.00 budget request originally submitted by the Library/Museum Task Force. The new proposal is for the Historical Museum Committee to provide a \$7,250.00 donation from their fund raising account for the purpose of obtaining the contracted services of an archivist to assist in the cataloging and display of documents in the museum collection. It is hoped that the Selectmen will provide a matching amount from their 2013 budget. A library staff member is trained as an archivist and has agreed to work as much as 12 hours per week to put the document collection into manageable order. The group already has received a comprehensive report on the ways in which some of the materials should be preserved and displayed, prepared by other archivists. The archivist would be contracted on a temporary, part time basis only. Mrs. Morse noted that the Library Trustees also have offered \$1,000.00 for material costs (boxes, listing materials, etc.) and \$1,000.00

to put toward the archivist. She noted that Library Trustee Jane Christie has offered to write a Moose Grant to provide future funding and that it's hoped that there may be an intern position to assist the archivist at some point.

Selectman Heitz asked if the old museum building will remain in use now that the documents are removed. Mrs. Albert advised that the building will continue to house the machinery, carriages, and larger, non-paper items in the collection.

It's estimated that, because of the size of the collection, the total process of cataloging and arranging it for display may continue through 2017 at a cost of between \$8,000.00 and \$10,000.00 per year. Mrs. Albert noted that the goal is to be open for some period of time each week and to scan all of the documents into a computer in order to make them available on line.

Selectmen observed that a Warrant Article to request the funds, if unsuccessful, will prohibit the project from going forward. It was agreed that the Board will ask the Budget Committee to double the existing Contracted Services line in the Selectmen's budget for 2013, with the understanding that \$7,250.00 will be used to match the Museum Committee's donation. Mrs. Morse agreed to prepare a written synopsis of the proposal for the Board to use at the Budget Committee meeting.

Some discussion was held concerning a Planning Board proposal to establish a Heritage Commission to oversee the historical resources of the town. If such a commission were established, it would serve as an umbrella group for the various groups dealing with such resources at present.

Sign Ordinance Violation Discussed

Chairman Heitz addressed with the Board a recent Planning Board meeting at which a sign violation was discussed, asking if the board wants to proceed with enforcement. The case involves installation of two computer animated type signs, which are expressly forbidden in the Ordinance. Permits had been obtained for the signs, however it was not made clear to the Building Inspector that the signs were to be of the computer animated type. The Board agreed to send a Notice of Violation to the property owner.

Preliminary Warrant Article Review

The Board reviewed a preliminary list of warrant articles that may appear on the 2013 Town Meeting Warrant.

Adjournment

There being no further business before the Board, the meeting adjourned at 8:45 pm and the Board retired to address administrative issues. Chairman Heitz noted that there will be a Board work session held on December 28, 2012 at 9:00 am in order to review proposals for encumbrance of 2012 budget amounts.

Respectfully submitted,

Catherine Grant
Administrative Assistant