

**Kingston, New Hampshire
Board of Selectmen
Meeting of March 11, 2013
MINUTES**

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

Public Hearing to Consider Fee Increases for Health Officer

Chairman Heitz called to order a Public Hearing for the purpose of considering an increase in fees charged by the Health Officer. The hearing was posted at the Town Hall and Kingston Post Office, and was published in the Carriage Towne News issue of March 7, 2013, as well as on the town's website.

Chairman Heitz explained the proposed increases in fees to be in keeping with increased cost to provide inspection and review services for septic systems and well installations. Both the on-site inspections required and the administrative reviews of design plans and well location plans have become increasingly involved and require more time. The increase in fees is hoped to more closely cover the actual costs involved in providing the services.

Chairman Heitz read aloud the new fees, which are: \$100.00 for review of septic design plans; \$50.00 for review of amended septic designs (1st pass); \$100.00 for review of amended septic designs (2nd pass); \$75.00 for well Permits and inspections; \$50.00 for additional inspections.

Selectman Broderick, who also serves as Health Officer, advised that he has proposed the increases due to the amount of work involved in each application for review or inspection.

Chairman Heitz invited comment from the public. None was forthcoming. He asked if the Selectmen had any further input. None was forthcoming.

The Hearing was closed at 7:10 pm.

MOTION: Upon motion of Selectman Broderick and second of Selectman Korn, it was unanimously voted to adopt the fee schedule for the Health Officer as proposed, effective immediately.

Discussion of Comeau Field Use by Sanborn Junior Indians Football Club

Glen Smith was present as President of the Sanborn Junior Indians Football Club and at the request of the Selectmen, to discuss continuing use of Comeau Field by the club.

Selectman Broderick advised that he had reviewed minutes of previous discussions the Board had held with football club management and doesn't understand why the club continues to use town property when, as a feeder program for the High School, it was understood that the club eventually would be moved onto school fields. Mr. Smith explained that there is no expectation that the youth club will move to school fields. The Sanborn Fields are used for the various school teams and aren't available to private clubs other than for occasional Sunday games. Property at the Bakie Elementary School isn't suited to field use and in the past has resulted in player injury. He noted that his club - including the cheerleading program - serves 168 youngsters from Kingston, Newton and Fremont and covers ages from kindergarten through grade 8. The club has filed the necessary paperwork each year to use the fields, with Recreation Director Donna Duddy, and was unaware that there are unresolved problems in the program. Chairman Heitz requested that Road Agent Richard St. Hilaire and Recreation Director Donna Duddy address concerns they had raised. Mr. St. Hilaire advised that he's happy to have a program in town for youngsters but believes the club management has been difficult to deal with. Recent placement of a shed on the town's property with no permits and no verbal approval; continual refusal of management and coaches to shift practice areas to minimize tearing up of the fields; and repeated instances when the town's rules about vacating the field at dusk have been violated, have been extremely frustrating to him and have led to excessive and unnecessary expense in terms of field care and monitoring by town officials trying to ensure that the

health and safety of participants are being protected. He wants no vehicles of any kind driving on to the field area and was outraged to find that the unauthorized shed had been driven onto the field, endangering sprinkler heads and rutting the field. Ms. Duddy agreed with Mr. St. Hilaire's comments and referred to the numerous calls she receives about players being on the field after dusk. She also advised that there has been an expectation that at least one of the club members will serve on the Recreation Commission, but none have volunteered to do so.

Selectman Korn advised that he expects there will be a Facility Use Agreement between the town and football club and that contact information will be available so that club management can be contacted year round with concerns. Coaches and club management need to be aware that there is to be no one on the field at dusk and there is to be no lighting of the field from any source - including car headlamps. He would like to see a set time at which everyone is off the field. There also should be set days each week when the field is allowed to regenerate and no activity is scheduled, and the fields should be left in the same condition they were found after each practice or game.

Chairman Heitz advised that the entire area in which the field is located is considered to be a hot spot for West Nile Virus and Triple E, and advised that, while he hopes that a successful program can continue in Kingston, safety of the youngsters and good stewardship of the town's property need to be the first concerns. Selectman Broderick agreed, noting that he gets more phone calls about the football program than about any other issue. He advised that, as Health Officer, he has received calls about the lack of sanitary facilities and poor food service practices and, while statute allows a certain number of food events without a food license, he still expects that basic food safety practices will be followed.

Mr. Smith advised that he had been under the impression that the club was adhering to town wishes and apologized that he hadn't been aware of some of the issues. He also apologized for having placed the shed on the field property without proper permission, noting that a spur of the moment decision had been made and that he allowed the placement in error. He advised that he hopes the town will contact him immediately about any future concerns and expressed his commitment to working with the town to be good stewards of the town's property. Chairman Heitz advised that he hopes the program will be able to continue and noted that club management needs to maintain contact with Mr. St. Hilaire and Ms. Duddy, since it's they who will determine if the program is adhering to the conditions for use of the field.

Discussion of Recreation Building Proposals

Patricia Guevin of the Recreation Commission was present to discuss improvements to the Community Recreation Building property that the commission wants to make in the near future. It's hoped that an area can be paved near the building entrance to cut down on dirt being tracked into the building and to allow an area for a basketball court, and that an area near the Wadleigh Point Road side of the property can be opened up and made into a field/play area. Some existing outbuildings are in need of roof repairs and others they hope can be demolished. The Commission expects in 2014 to include in their budget a line for utilities to cover the cost to heat the building during winter months so that it can be utilized by the senior citizens group, girl scouts and other community groups. Selectmen advised that they'll determine at budget time whether to include those expenses in the buildings maintenance line. Road Agent Richard St. Hilaire requested that he be provided with a rendering of the property showing precisely what the Commission is proposing as far as the area to be paved, the buildings to be removed or repaired, trees to be removed, etc. Recreation Director Donna Duddy agreed that she will provide the plan. Mr. St. Hilaire advised that the bathroom facilities should be in place by the time summer camp starts and that the remaining interior work will be done by the fall of 2013.

Selectman Broderick asked if Ms. Duddy will survey area day care facilities to ascertain an average per week cost, noting that he thinks the summer camp program - and vacation camp weeks if that is being proposed by the Commission - should cover the expense of providing the service. He noted that too many tax payers are unable to meet their expenses and feels that they shouldn't be subsidizing families that use the summer camp program as a day care alternative.

Emergency Management Budget Discussion

Road Agent Richard St. Hilaire and Fire Chief Bill Seaman - both Emergency Management Directors - advised that it's expected that the 2013-14 RERP allotment to Kingston will be \$52,750.00. From that amount, it's hoped that \$25,000.00 can be earmarked for a portion of a new generator for the Emergency Operations Center, to replace the 30-year old generator in place at present. The Directors will be submitting a grant application to the state Homeland Security and Emergency Management Office to pay for 50% of the cost, and Seabrook will pay for an additional 25%. The Board authorized the Emergency Management Directors to seek out whatever funding is available.

Mr. St. Hilaire then advised that FEMA has expanded the availability of grant funds to reimburse for expenses incurred following Hurricane Sandy. He intends to submit for some of the clean-up costs incurred following that event. He noted that he hopes to use any funds recovered to purchase EMC equipment such as emergency sign boards, etc.

Non-public Session

MOTION: Upon motion of Selectman Korn and second of Selectman Broderick Chairman Heitz polled the Board for a unanimous vote to adjourn to non-public session under the provisions of N. H. RSA 91-A:3, II-c. The Board adjourned at 8:35 pm.

The Board returned to public session at 8:59 pm.

MOTION: Upon motion of Selectman Broderick and second of Selectman Korn it was unanimously voted to seal the minutes of the non-public session for an indefinite period.

Review of Prior Meeting Minutes

MOTION: Upon motion of Selectman Korn and second of Selectman Broderick it was unanimously voted to accept the minutes of the March 4, 2013 meeting as printed.

MOTION: Upon motion of Selectman Korn and second of Selectman Broderick it was unanimously voted to accepted the minutes of the March 4, 2013 non-public session as printed.

Adjournment

There being no further business before the Board, the meeting adjourned at 9:03 pm and the Selectmen retired to address administrative issues.

Respectfully submitted,
Catherine Grant
Administrative Assistant