

**Kingston, New Hampshire  
Board of Selectmen  
Meeting of December 9, 2013  
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

**Tax Collector Services Discussion**

Town Clerk-Tax Collector Melissa Fowler was present to discuss with the Board her intent to make tax information available on line through the town's website. She has two options for accomplishing the upload. She can arrange for her Town Clerk software company - Interware - to coordinate with her Tax software company - Avitar, which will require a signed release against potential problems that would require Avitar to restore data; or she can sign directly with Avitar for a one-time fee of \$250.00 and avoid potential restoration charges. The Board agreed that the better option is to request that Avitar upload the data; the town already pays an annual service fee so, other than the set-up fee, there will be no additional charges. Once the data is uploaded, there will be a link to allow on-line payment through credit or debit card accounts or by e-check, similar to the way that registrations now can be ordered on-line.

Ms. Fowler also discussed with the Board her 2014 budget estimates for the Elections & Registration line. It was agreed that the line for printing ballots will be proposed for \$6,000.00 and that the programming line will be proposed at \$5,000.00. The Board also agreed to a reduction in the number of local election ballots to be printed, since the total number typically ordered far exceeds the number of voters who actually attend the election.

**Highway Department Discussion**

Road Agent Richard St. Hilaire was present to discuss with the Board decisions made at the December 8, 2013 Budget Committee meeting. He will be requesting that a fifth large dump truck be purchased for plowing and sanding, and that the 1996 truck be refurbished. He explained that he no longer is able to hire a truck and driver for the town's \$85 per hour price, and believes that the new truck and a \$10,000.00 refurbishment of the 1996 truck will be more cost effective than increasing the hourly fee. The plan will give the town five large trucks, some of which he will need to hire part-time, seasonal drivers to operate. He advised that it takes approximately three smaller trucks to do the work that one large plow/sander can accomplish.

Chairman Heitz clarified that if a new truck is purchased and the refurbished truck is available the town won't need to contract with the two large trucks/drivers we've used in the past. The Board agreed to add \$10,000.00 to the Highway Department's 2014 budget proposal; a warrant article will request funding from the capital reserve fund for the new truck.

Mr. St. Hilaire also advised that it's his intent to propose a warrant article for construction of a new highway garage. The Board previously had discussed withdrawing the funds necessary from the Infrastructure Improvement Fund, which would only require that a Public Hearing be held. The Warrant Article still will propose withdrawal from that fund, but allows for more notice to voters and a more formal vote. Mr. Heitz cautioned that, if voters don't approve the request, the garage will not be constructed until voter approval is obtained in some future year.

**Discussion of Road Name Situation for 9-1-1 Addressing**

The Board reviewed a listing of proposed names for the present Country Pond Road, provided by Warren Whitcomb, one of the two property owners on the road. It was agreed that the road name will be changed to Wiley Fox Road once the present Wilders Grove Road becomes Country Pond Road. The changes are necessary due to a state Emergency Communications Office determination that the present Wilders Grove Road is part of a very confusing situation on

a roadway that begins in Kingston, extends through Newton, and comes back out into Kingston at the other end. The Board is waiting for a plan for the numbering of homes along the beginning of that roadway and then the road name changes will be finalized.

The Board then discussed with Mr. St. Hilaire a matter reported by the Police Department concerning trespass into town properties. Mr. St. Hilaire will board up the properties. He advised that he has received bids for the removal of two structures on town properties. The bids range from \$11,000.00 to \$16,000.00. He suggested that it would be less expensive to rent an excavator to do the work as well as other work that needs to be done throughout town. The Board agreed that the machinery could be rented for a month for far less than the bid prices for removal of just those two buildings. Mr. St. Hilaire will look into rental options in the spring.

### **Review of Previous Meeting Minutes**

**MOTION:** Upon motion of Selectman Broderick and second of Selectman Korn it was voted to accept the minutes of the November 25, 2013 meeting as printed. Chairman Heitz abstained from the vote.

### **Administrative Issues**

The Board signed several tax abatements and applications for 2014 tax credits.

An Agreement with the N. H. Preservation Office outlining the responsibilities of the town once designated as a Certified Local Government was reviewed and signed.

An appointment for a new Conservation Commission alternate member was signed.

Several releases for DOT licensing applications - already reviewed and approved by the Planning Board - were signed.

A letter from Town Engineer Dennis Quintal concerning the status of Cottonwood Circle was reviewed. The letter will be forwarded to the Planning Board for their file on the road.

### **Adjournment**

There being no further business before the Board, the meeting adjourned at 8:20 pm.

**Respectfully submitted,  
Catherine Grant  
Administrative Assistant**