

**Kingston, New Hampshire
Board of Selectmen
Meeting of September 12, 2011
MINUTES**

The meeting was called to order at 7:02 pm in the Main Meeting Room of the Kingston Town Hall. In attendance were Selectmen Charles Hart and Mark Heitz. Chairman Peter Broderick was absent due to illness.

Emergency Management After Action Briefing

Fire Chief Bill Seaman, Police Chief Donald Briggs, and Road Agent Richard St. Hilaire were present in their capacity as Emergency Management Directors to discuss the town's response to Tropical Storm Irene, which occurred on August 28th.

Chief Seaman noted that his staff had already put in a 24-hour period on a fire that had occurred on August 27th, and still were able to address 38 incidents in the following 36-hour period, including an electrical event at a residence that required medical attention for the occupants. He thanked all of his personnel who had responded.

Mr. St. Hilaire advised that, from the road maintenance view point, the storm had been relatively insignificant, although it had given him and his staff an opportunity to consider how best to prepare for larger, more destructive events. There had been no damage to infrastructure, nor had there been flooding. Cost estimates for the event - to be developed in order to apply for federal and state reimbursement - will be mainly in the area of personnel.

Chief Briggs thanked his personnel as well as the Citizens' Corps, particularly Peter Coffin and Ralph Murphy, who manage the emergency shelter as volunteers. He also thanked and commended School District Business Administrator Carol Coppola for her outstanding assistance in opening the shelter and helping with logistics throughout the event.

For future events, it was suggested by Chief Briggs that a single call communications system and all call texting system be established. Such systems would allow for multiple levels of officials and personnel to be contacted and apprised of the status of situations. The Directors also hope to pre-establish response crews to keep main travel ways open during events and ensure availability of specific skilled personnel, such as electricians. Other than those issues, no major recommendations were identified during this event.

Selectman Heitz suggested that a protocol for opening of the emergency shelter needs to be established. Chief Briggs explained that, in this case, it basically was the Red Cross that made the decision that a shelter needed to be opened once the Governor had declared a State of Emergency and, because Kingston is already identified as a Red Cross Point of Distribution for vaccinations, etc., they approached Kingston to open a regional emergency shelter. Chief Seaman agreed, noting that the decision had been made at a meeting on August 27th, at which Chairman Broderick was present. He noted that opening of the shelter will prove to be a positive point for the application for

reimbursement of expenses. For future events, the all call system could be used to quickly set up a meeting among decision makers to determine if opening of the shelter is advisable. Selectman Heitz suggested that the Emergency Management Directors should make their determination and then contact the Board of Selectmen for a final decision. Chief Seaman noted that the EMC had received calls from the towns of Plaistow, East Kingston and Newton with offers to provide staffing for the shelter, and he is in discussion with various state officials about how future events will be managed.

Selectman Heitz thanked all of the town's personnel and volunteers for their efforts. He noted that we were fortunate that the event wasn't much worse and feels that we were well prepared in case it had been. Chief Briggs advised that he wanted to specially recognize the Fire Department personnel who put in so many hours on the storm on top of their response to other, prior calls.

Fire Department Discussion

Chief Seaman and Fire Ward John Merrill discussed with the Board the service contract for the two cardiac monitors recently purchased with proceeds of a FEMA grant award. The contract price is \$2,066.00 annually and the term of contract can be 1, 2, or 5 years with that price locked in. The service will include software updates, calibration, and inspection, as well as a loaner model if one of the monitors needs to go out for repair. The offer is good for only 30-days after purchase, at which time it goes up \$566.00 per year. Mr. Merrill noted that the service contract price couldn't be included in the application for the grant.

The Board agreed to a five-year contract with an annual cost of \$2,066.00, and signed a purchase order in the amount of \$10,330.00 to cover the expense over the next five years.

Right of Way Discussion

John Whittier was present to discuss a decision by the Trustees of the Sanborn Seminary Trust to donate an existing property on Church Street, located between the Kingston Children's Center and Gideon Hall, for use as a town right of way to Greenwood Pond. In exchange for that donation, the Town will release its title to a second right of way, located between Gideon Hall and the First Congregational Church, with the area to be divided between those two properties as per a recent survey plan. The Board agreed in principle to the exchange, but noted that there should be no expense to the town in preparing the necessary documentation. It was agreed that Selectman Hart will represent the Board in future discussions concerning the exchange.

Date for 2012 Deliberative Session Discussed

The Board agreed to set the 2012 Deliberative Session date for February 4, 2012 at 9:00 am.

Household Hazardous Waste Collection Discussion

Selectman Heitz advised that he had attended a Hazardous Waste Collection meeting in Plaistow during the previous week. Kingston was to have held the fall collection this year, but the Solid Waste Committee apparently failed to apply for the funding or arrange for the collection, so the town of Chester will be hosting this year's collection and Kingston will host the 2012 one. The membership of the old Committee will be contacted to see if there's any interest in re-forming.

Review of Previous Meeting Minutes

The Board agreed to delay review of the August 8 and 22, 2011 meeting minutes until the September 19, 2011 meeting.

Adjournment

There being no further business, the meeting was adjourned at 8:32 pm and the Board retired to address administrative issues.

Respectfully submitted,
Catherine Grant
Administrative Assistant