

**Kingston, New Hampshire  
Board of Selectmen  
Meeting of May 3, 2011  
MINUTES**

The meeting was called to order at 6:30 pm in the Main Meeting Room at the Kingston Town Hall. In attendance were Chairman Peter Broderick and Selectmen Charles Hart and Mark Heitz.

**Non-Public Session**

**MOTION:** Upon motion of Selectman Hart and second of Selectman Heitz, Chairman Broderick 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 to non-public session in the Selectmen's Office of Town Hall at 6:32 pm.

The Board returned to public session at 7:10 pm.

**MOTION:** Upon motion of Selectman Heitz and second of Selectman Hart, Chairman Broderick polled the Board for a unanimous vote to seal the minutes of the non-public session for an indefinite period.

**Proposal for Collection of Yard Waste Reviewed**

Ashley Harris and Kelly Grier of Organic Disposal Service - a subsidiary of Landscapers Depot located at 59 Route 125 - were present to review with the Board a proposal to accept residential yard waste from Kingston properties at reduced fees. Waste will be accepted 7 days a week and will be removed from Kingston to Merrimack to be composted. Selectmen noted that the arrangement will save the cost of manning a collection site at the Highway Garage as well as the cost of disposing of collected waste. It also will be much more convenient for residents and the cost per load is reasonable.

**MOTION:** Upon motion of Selectman Heitz and second of Selectman Hart, it was unanimously voted to accept the proposal of Organic Disposal Service, to publicize the availability of the service on the town's web site and public access channel, and to discontinue the monthly yard waste collection at the Highway Garage.

**Trust Fund Records Presented**

Trustee of Trust Funds Chairman Brad Maxwell presented to the Board the 2010 MS9 and 10 Forms for use during the town's audit. Copies have been forwarded to the State. Other records and statements were to be delivered directly to the Finance Office. Mr. Maxwell requested that the bookkeeper's 2010 stipend now be paid; Selectmen advised that the check should be ready by Thursday if all necessary records are present. Mr. Maxwell advised that he will be handling the record keeping for the foreseeable future. The Board advised that Finance Officer Cindy Kenerson will be available to provide any assistance he may need.

## **First Congregational Church Sprinkler Plans Discussed**

Muriel Ingalls and Tim Roos of the First Congregational Church Building Committee were present to request of the Board assurance that the Town will allow connection of the church's sprinkler system to the town and school district emergency fire suppression system. At the time the town/school system was designed it included a connection point for the church and the church now is required to be sprinkled as part of its expansion project. Fire Chief Bill Seaman advised that he has no objection to the church being connected, although he wants to be sure that if the fire station at any point wants to connect to the system they will not be precluded from doing so because the Church was connected first. It was agreed that the system was designed to meet the requirements of the greatest single connection's demands. Neither the Church nor the Fire Station would meet that level of demand so their connections wouldn't be considered a strain to the system. Chief Seaman noted that the original agreement between the town and school district had called for an emergency back-up power supply for the system, which the parties were to have acquired cooperatively. The Board then discussed what buy-in fee and annual maintenance fees will be needed. The need to purchase, install and maintain the back-up generator should be considered in that determination. Mrs. Ingalls advised that the church is aware that there will be substantial expense, but noted that for the church to put its own well, pump house, pump and delivery main in place would be far more costly. Selectman Heitz suggested that the Board consider the question of whether the town wants to make access to a public water system available for private property owners, noting that the Masonic Lodge, day care center - even private homes - may want to be included in the system at some point, as fire suppression becomes more and more of an issue.

It was agreed that Chief Seaman, Richard St. Hilaire, School District Maintenance Supervisor Steve Riley and a member of the School Board will meet to discuss the various issues. The church Building Committee will be meeting with the School Board on Wednesday evening to get a sense of whether they will allow connection by the church. Mrs. Ingalls asked if she will be correct to advise the School Board that they have obtained conditional approval from the town for hook up to the system. Selectmen Hart and Broderick advised that they have no objection. Selectmen Heitz noted that final approval will depend upon the parties coming to agreement as to the terms of the buy-in, improvements and annual maintenance aspects of the agreement. He also noted that the town will need assurance that inclusion of the church will not keep the Fire Station from later being allowed to hook into the system.

## **Highway Department Updates**

Road Agent Richard St. Hilaire asked the Board if they prefer that he offer the old dump truck for sale by sealed bid or send it to the state surplus equipment auction. The auction entails a 10% fee payable to the state, and the truck would need to be flat-bedded to Concord. It was agreed that a request for sealed bids should be published.

Mr. St. Hilaire then reported that DES has granted the wetlands permit necessary for the North Road culvert replacement project. The scope of the project, however, has expanded to the extent that Mr. St. Hilaire now will be applying for a FEMA grant to help

fund the work. Rather than replace the existing structure in kind with a 36" culvert, at a cost of less than \$40,000.00, the new design is for a box culvert that will create a bridge structure similar to the New Boston Road Bridge. Selectman Heitz advised that before the town commits to providing the 25% match required of a FEMA project, there will need to be a comparison to determine if 25% of the expanded project cost exceeds the \$40,000.00 originally planned for the entire smaller scope project.

Mr. St. Hilaire advised that the Governor's Council has released the funding for the Great Pond Road culvert replacement project. The project is at present in the permitting stage.

Discussion was held concerning whether to replace the Police Station roof with metal or with 30-year asphalt shingles. The Board requested that Mr. St. Hilaire obtain a price estimate for 50-year shingles for comparison with the cost of a 50-year metal roof. The Board agrees that a shingle roof is preferable both aesthetically and for repair purposes so they'd like to know if the price is competitive. Mr. St. Hilaire will have a figure for the next meeting.

Mr. St. Hilaire discussed with the Board progress in getting the Recreation Building ready for the opening of Summer Camp. He has reviewed the work to be done and is confident that everything will be complete by the end of June.

A price quote for clean-up of mold from the Police Station's heating/cooling system was reviewed. Selectman Heitz requested that a quote for replacement of the 18-year old system be obtained so it can be determined whether cleaning of the existing system or replacement with a more modern system will be the better course of action. An energy study has already determined that the present system is far less energy efficient than it should be so operational savings to be realized need to be considered as well as initial cost. The price for a new system will be available for the May 9<sup>th</sup> meeting.

### **General Discussion**

It was agreed that employees will be afforded the opportunity to make known their contact information to AFLAC personnel rather than that employee meetings will be held during work hours for the introduction of insurance programs offered by AFLAC.

It was agreed that 2012 elections will be held at the Town Hall rather than at Swasey Gymnasium.

A reduction in the state's contributions to employee retirement that will result in an increased cost of \$47,400.00 for Kingston was discussed. The town's state representatives will be contacted and requested to budget with consideration of the towns' fiscal schedules in mind.

Larry Middlemiss, who broadcasts Selectmen's meetings over public access channel 21, was requested to also broadcast the Planning Board's monthly public hearings. Mr. Middlemiss agreed, and advised that residents interested in learning how to operate the broadcasting equipment are welcome to contact him to set up a training appointment.

The Board approved a request from the Recreation Director that she be allowed to hire 3 part-time rather than 2 full-time counselors so long as she doesn't exceed her budget.

It was agreed that Atty. Ratigan will be contacted to determine the next step in establishing a Water District, as approved by voters at the 2011 Town Meeting.

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

**MOTION:** Upon motion of Selectman Hart and second of Selectman Heitz it was unanimously voted to approve the minutes of the April 18, 2011 Selectmen's meeting as printed.

### **Adjournment**

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

Respectfully submitted,

Catherine Grant  
Administrative Assistant