

**Kingston, New Hampshire  
Board of Selectmen  
Meeting of August 22, 2011  
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 Peter Broderick and Selectman Charles Hart. Selectman Mark Heitz was excused from attendance.

**Fire Department Discussion**

Fire Chief Bill Seaman presented for Board signature a purchase order for emergency equipment for which a 95% grant was approved in March. The grant, from FEMA's Firefighter Assistance Program, will provide \$68,402.00 and will enable the purchase of two cardiac monitors and six automated external defibrillators that can be carried in emergency vehicles. The town's share of the total expenditure will be \$3,568.00, which will come from the department's equipment line. Chief Seaman advised that the department had obtained bids and field tested cardiac monitoring equipment from several companies and had selected the Physio Control Life Pak 15 for purchase.

**MOTION:** Upon motion of Selectman Hart and second of Chairman Broderick, it was voted to approve a purchase order in the amount of \$3,568.00, representing the town's share of a \$71,370.00 equipment expenditure for which a FEMA grant in the amount of \$68,402.00 was accepted in March, 2011.

The Board approved a purchase order for three sets of turn-out gear for the department. Chief Seaman explained that the 2011 budget includes funding for five sets of gear, however the Chief is holding off until later in the year to purchase the remaining two sets.

**Emergency Management Discussion**

Chief Seaman and Road Agent Richard St. Hilaire, each of whom serves along with Police Chief Donald Briggs as co-Emergency Management Directors, advised that the Radiological Emergency Response Plan needs to be re-written and incorporated into the All Hazards Plan. The consolidated plan needs to be submitted to the State Emergency Management office prior to December 19<sup>th</sup>.

Mr. St. Hilaire also advised that the Directors would like to train some of the town's administrative and inspection personnel to serve in the Operations Center during emergencies, to free up trained emergency personnel for immediate response. The Board approved sending selected personnel to the Fire Standards and Training and Web EOC classes necessary.

**Highway Department Discussion**

Road Agent Richard St. Hilaire advised that the Governor's Council has approved the FEMA grant that will provide 75% of the cost to replace the existing 18" metal pipe culvert on Mill Road with a 7' x 3' natural bottom box culvert. The project is part of the

town's Hazard Mitigation Plan, and will eliminate a flow restriction at the culvert site. The grant of \$126,563.00, along with the town's 25% share of \$42,187.00, will provide the full \$168,750.00 project cost. It's expected that the engineering and permitting processes will be completed in time to go out for bids in January, 2012.

Mr. St. Hilaire also advised that construction on the Great Pond and Ball Roads projects may begin in September. He discussed with the Board the fact that \$37,000.00 in grant funds that the State's Emergency Management Office had said was available to help fund straightening of a portion of Ball Road, actually is only approximately \$11,500.00. The reduction in available grant funds from FEMA will mean that the town's portion of the total project cost including the straightening - which is being proposed as a change in scope to the original project - will be \$235,000.00, as opposed to \$177,500.00 cost for the town's share of the project without the road straightening. Selectmen Hart and Broderick advised that they still would like to correct the dangerous configuration of Ball Road while the culvert work is taking place, but agreed that they will discuss the matter with Selectman Heitz prior to making a final decision. Mr. St. Hilaire agreed that the work should be done and advised that there is sufficient money in his road maintenance and construction budgets to cover the cost.

### **Library Trustees Discussion**

Library Trustees Lesley Hume, Dannielle Genovese and Elaine VanDyke, and Library Director Sarah Syscz, were present to update the Board on the progress of construction of the new Library. Ms. Hume thanked Chairman Broderick and Selectman Hart for their attendance at the August 18<sup>th</sup> Groundbreaking Ceremony and advised that opening of the new facility still is schedule for late May, 2012.

Ms. Hume advised that she needs the Board's approval to withdraw \$188,000.00 from the Library Expansion Capital Reserve Fund in order to pay expenses incurred to date. She also noted that the Trustees will be maintaining a balance in the Capital Reserve to cover the project's 5% retainage. A meeting will be held on August 23<sup>rd</sup> with Finance Officer Cindy Kenerson and former Budget Committee member Debra Powers to review the bills to be paid. Chairman Broderick commended the Trustees on the system of checks and balances they've set up for managing the project, noting that the openness of the system helps to assure taxpayers that their money is being spent wisely and their interests are being protected.

Ms. Hume noted that the abutting property owner to the north of the new library has been very cooperative throughout the project. To the south, however, there is a vacant residence. The Trustees are hoping that the Board will approve having the Highway Department assist in a clean up of some debris that's accumulated along the boundary between the two properties. The Trustees will contribute the cost of renting a dumpster for the purpose. The Board agreed that they'll contact the Executor of the Estate for the property and attempt to obtain permission to enter onto the property and conduct the cleanup.

Selectman Hart, noting that the Historical Museum Committee hopes to be able to use the present Nichols Memorial Library building for their collections and for a research, reference and reading room, asked that the Trustees contact Committee members and

begin to plan for the transition. Ms. Hume advised that some discussion already has occurred but noted that she will approach the Committee Chairman to further discuss the matter.

**MOTION:** Upon motion of Selectman Hart and second of Chairman Broderick, it was voted to accept on behalf of the Library Trustees certain items, including books, video and audio tapes, and stuffed animals, having a total value of \$771.30.

### **Surplus Equipment Bid Opening**

The Board opened bids submitted for surplus equipment and announced the results as follows:

<b>Bidder</b>	<b>Crown Vic</b>	<b>1999 Dump Truck</b>	<b>Mowers</b>
Grace Quality Used Cars, Inc.	2,848.00	<b>3,242.00 *</b>	
Bay Ridge Motors, Inc.	2,611.00		
Whitney's Garage, Inc.		2,007.00	
Adam Mazur Construction		2,610.00	
Chicago Motors, Inc.	1,907.00		
Asian Auto Services	<b>2,932.12 *</b>	2,632.12	<b>66.00 *</b>
Tri-State Auto Brokers	2,653.00	2,093.00	
Michael R. Parillo		1,727.17	

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

The Board agreed to delay review of the August 8, 2011 meeting minutes until the September 12, 2011 meeting.

### **Adjournment**

There being no further business, the meeting was adjourned and the Board retired to address administrative issues.

Respectfully submitted,  
Catherine Grant  
Administrative Assistant