

**Kingston, New Hampshire
Board of Selectmen
Meeting of January 7, 2019
FINAL MINUTES**

The Selectmen met in the downstairs office at the Town Hall. The meeting was called to order at 6:00 PM.

PRESENT: Chairman Mark Heitz; Phillip Coombs, Kevin St. James, Donald Briggs, Jr., Selectmen.

ABSENT: Selectman Korn.

Non-Public Session

MOTION: Upon motion of Selectman Coombs, **SECOND** of Selectman St. James, it was voted unanimously by roll call to adjourn to Non-Public session under the provisions of NH RSA 91-A:3,II (I), Legal advice; and NH RSA 91-A:3,II (c), Matters which would likely affect adversely the reputation of any person other than a member of this Board.

In Favor: Heitz, Briggs, St. James, Coombs; Motion passed.

The Board adjourned at 6:01 PM.

MOTION: Upon motion of Selectman St. James, **SECOND** of Selectman Coombs, it was voted by roll call to return to public session at 7:07 PM.

In Favor: Heitz, Briggs, Coombs, St. James; Motion passed.

MOTION: By Selectman Briggs, to seal the minutes of the non-public session for an indefinite period of time, as releasing the minutes would affect adversely the reputation of any person other than a member of this board.

SECOND: By Selectman Coombs

In Favor: Heitz, Briggs, Coombs, St. James; Motion passed.

APPOINTMENTS

Ambulance Bids:

Two bids had been received in response to a request for bids for purchase of the Fire Department's used 2006 Ford E-450 XL ambulance. These were opened and read:

1. Sugarloaf Ambulance Rescue Vehicles, bid of \$12,071.
2. Kensington Fire Rescue, bid of \$11,000

Fire Chief Bill Seaman spoke in favor of accepting the lower bid, if possible, as Kensington has been a good neighbor and a mutual aid partner for many years, and is in need of a reliable ambulance.

MOTION: by Selectman Briggs, to take the decision on ambulance bids under advisement at this time.

SECOND: by Selectman St. James

All in favor.

Fire Station Building Committee:

Committee Chairman Mark Furlong gave a brief synopsis of the search for a suitable location for the proposed new Fire Station. He said that after considering 30 sites and gradually narrowing down the possibilities, they have now settled on the current Fire Department's location at 148 Main Street as the best option. The committee has been working with SMP Architects to work through concepts of how a new building would fit on the lot.

Committee Member Kent Walker projected a series of images showing the existing lot at 148 Main Street, the adjacent lot on Rockrimmon Road which would be purchased, and the property at 146 Main Street, the owner of which would enter into an agreement with the Town to swap land, creating a lot large enough for a new fire station. The drawings by SMP were meant only to show what the lot will accommodate; Mr. Furlong said that this is not necessarily what the final plan will look like.

Wording of a proposed Warrant Article was shared with the Selectmen. The amount of \$375,000 will be requested for the land purchase and swap, along with legal and closing costs. This would come from the Fire Department's Capital Reserve fund and not need to be raised by taxation.

Chairman Heitz noted that the Selectmen have already agreed to put forth this Article.

NEW BUSINESS

Highway Warrant Articles

Road Agent Rich St. Hilaire spoke with the Selectmen about the 2019 Warrant Articles for the Highway Department. He said that two of the three he has brought for discussion are the same as in the past, \$50,000 for Building Maintenance and \$85,000 for the Highway Equipment Capital Reserve fund. Mr. St. Hilaire said he is requesting a third article, for purchase of a wood chipper, which would cost \$65,000. After some discussion of the cost of purchase versus rental (estimated by Mr. St. Hilaire at \$1,800 per week or \$375 per day) and problems with relying on rentals, it was agreed to reduce the Equipment Capital Reserve article to \$20,000 and place the separate article for a wood chipper, requesting \$65,000. All three will be Selectmen's articles.

State Permit - Dragon Mosquito

The Chairman noted that the permit application did not include any detailed information, and asked that more information be supplied before signing.

Pilgrim Church - Warming Cabinet

A letter from Pilgrim Church in Brentwood has been received, pointing out that the church is still in possession of a food warming cabinet borrowed from the Town in 1991 and asking if the Town would consider donating the cabinet to the church.

MOTION: by Selectman St. James, to write a letter to the church thanking them for bringing this to the Town's attention and agreeing to donate the cabinet to the church.

SECOND: by Selectman Coombs

All in favor.

4 Marshall Road Well Testing

John Herbst of Hampstead Area Water Services was present and asked to address the Board regarding a well proposed for a new development in the planning stages, the Carriage Town Crossing (4 Marshall Road). As the Kingston Community Library is adjacent to the site, Mr. Herbst asked permission to monitor the library's well during a 72 hour test set to begin in the morning (January 8).

There was a discussion of how likely the testing was to affect the library's water supply, which Mr. Herbst said was unlikely, but the monitoring is done as a precaution. He also said that there will be bacteria testing performed before and after the pump test to confirm that the new well is not affecting other wells in the area.

MOTION: by Selectman St. James, to authorize the Chairman to sign the well monitoring form, giving permission to have the well at 2 Library Lane monitored.

SECOND: by Selectman Briggs.

APPROVAL OF MEETING MINUTES:

MOTION: by Selectman St. James, to approve the public session minutes of December 17, 2018, as written.

SECOND: by Selectman Briggs.

Selectman St. James then asked that the minutes be amended on page 4 under "January 5, Decision Day", changing "in return for 4 hours off at another time" to "in return for appropriate reimbursement". Mr. St. James noted that the Finance Director was asked to attend Decision Day and ended up working a full day.

MOTION by Selectman St. James to approve the public session meeting minutes of December 17, 2018, as amended.

SECOND: by Selectman Briggs.

All In favor

MOTION: by Selectman St. James, to approve the public session minutes of December 28, 2018, as written.

SECOND: by Selectman Briggs.

In discussion, it was decided that from now on, minutes will be available to the public within 5 days of a meeting, but that they will not be posted to the Town's website until they are approved at the following meeting. Further, it was agreed that the draft minutes should have a watermark designating them as "draft".

All in favor.

ADMINISTRATIVE:

Applications, Purchase Orders, Correspondence

- One abatement application was received; the Selectmen asked for more information before approving.
- An abatement request for a Veterans Tax Credit approved in 2017 but never applied was reviewed; clarification will be provided on whether the refund should be for one year or two based on the timing of the original application.

- 2018 Recycling and Solid Waste totals report from Waste Management has been received. Chairman Heitz mentioned that the Rockingham Planning Commission will hold a workshop on January 9th on recycling, and strategies communities can use, which he plans to attend.

Non-Public Session

MOTION: Upon motion of Selectman St. James, **SECOND** of Selectman Briggs, it was voted by roll call to adjourn to Non-Public session under the provisions of NH RSA 91-A:3,II (I), Legal advice; and NH RSA 91-A:3,II (a), Personnel.

In Favor: Heitz, Briggs, St. James, Coombs; Motion passed.

The Board adjourned at 8:28 PM.

MOTION: Upon motion of Selectman St. James, **SECOND** of Selectman Coombs, it was voted by roll call to return to public session at 9:15 PM.

In Favor: Heitz, Briggs, Coombs, St. James; Motion passed.

MOTION: By Selectman Briggs, to seal the minutes of the non-public session for an indefinite period of time, as releasing the minutes would affect adversely the reputation of any person other than a member of this board.

SECOND: By Selectman Coombs

In Favor: Heitz, Briggs, Coombs, St. James; Motion passed.

Adjournment

MOTION: by Selectman Briggs, to adjourn at 9:17 PM

SECOND: by Selectman Coombs

All in favor.

Respectfully submitted,

Susan Ayer
Administrative Assistant