

Kingston, New Hampshire
Board of Selectmen
Meeting of September 24, 2018
DRAFT MINUTES

The meeting was called to order at 7:00 PM in the Meeting Room at the Kingston Town Hall.

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

ABSENT: Selectmen George Korn

APPOINTMENTS:

Library Director: LED Lighting Project

Rebekka Mateyk, Director of the Kingston Community Library, and Electra Alessio, Library Board of Directors member, addressed the Board to discuss a lighting efficiency upgrade at the library. Ms. Mateyk said that the library had had a lighting and energy audit through Prism Energy, and are now interested in taking it further, by replacing some of the current lighting with LED bulb upgrades.

Ms. Mateyk distributed copies of the proposal, which quoted the total project cost at \$23,052. She said there is a grant available through Unitil (for whom Prism is a contractor) that will cover half the cost, leaving the Town's portion of the cost at \$11,526. Ms. Alessio and Ms. Mateyk said that they hoped for permission to utilize Library impact fees to pay for the Town's half of the cost. They said the balance of Library impact fees at the last quarterly report was \$47,000.

Selectman Coombs asked about the life span of the lights, and was told that it is 50,000 hours. Ms. Alessio said that they have met with Road Agent Rich St. Hilaire, and answered his questions about replacing parts; she said Unitil has reassured her that there will not be any trouble with replacement parts.

Ms. Alessio said that this project has been on the back burner for a while, but that it should be done soon in order to take advantage both of the Unitil grant and the impact fees, both of which will expire.

It was noted that not all of the library's lights will be replaced, as some have already been done and some have motion sensors.

MOTION: by Selectman St. James, to approve of spending \$11,526 from Library impact fees reserve for the Town's share of a LED Lighting project.

SECOND: by Selectman Briggs

All in favor

NEW BUSINESS:

Fire Department Spending Request

Fire Chief Bill Seaman spoke to the Selectmen about a problem found with Engine #2 during its routine September inspection. A gas leak has been found, but until the tank is dropped it cannot be fully evaluated as the tank is tight to the walls of the truck. Chief Seaman asked for pre-approval of spending, in order to drop the tank and bring it in for repair. He said that the cost will be over \$1,000 between the service and inspection (which he said is typically \$500-\$600) and the tank, so he needs authorization.

The Selectmen agreed to authorize an expenditure over \$1,000 for service, inspection and repair to Engine #2.

Large Trash Pick Up, Signs, Debit Payments - Public Comment

Richard Beliveau of 20 Rockrimmon Road spoke to the Selectmen about how to get rid of junk; he said people are dumping everywhere because there is no bulk pickup day in Kingston. He also said that certain items such as small propane cylinders or latex paint, cannot be brought to the Household Hazardous Waste collection days or to the Newton transfer station.

In discussion, the Selectmen acknowledged that there is no bulk pickup service in town, and Chairman Heitz said the town had looked at this in the past but felt that bulk pickup would force all residents to pay for the minority who have items to throw out and are unwilling or unable to pay for it.

It was suggested that if enough residents are interested in bulk pickup, they should put forward a petition warrant article.

Selectman Briggs said he had worked on one solution, and a local junkyard owner is willing to put up dumpsters to be used by residents for free.

Mr. Beliveau then said he had another topic, that of signs. He said he is selling his house and a sign put on the corner was removed; he said that the Road Agent told him that Selectman Coombs had asked for the sign ordinance to be enforced.

Selectman Coombs said that this information is wrong, that after receiving calls about leftover campaign signs and also signs about employment, which were in violation of the sign ordinance, there was a "Spring cleaning" to get rid of signs in the public right-of-way. He said that at the time the topic of realty signs came up and it was affirmed that these are not to be removed. Having spoken to the Road Agent as well, Selectman St. James concluded that Mr. Beliveau's real estate sign was not removed by the Town.

Mr. Beliveau also wished to comment on the Town's policy of charging 3% interest on transactions using a debit card. He said that the Dodd-Frank bill of 2008 separated credit from debit wherever possible, and that debit cards should be treated like cash. Selectman St. James said that the arrangement the Town has with the bank is that interest is charged whether the card is credit or debit. Mr. Beliveau was encouraged to stop at the Town Clerk's office to get a copy of the agreement.

Health: Mosquito Spraying

Selectman Briggs said that the State had made local agencies aware of positive hits of West Nile virus and Triple-E virus in neighboring towns. This information was shared on the Police Department's Facebook page. He said that he spoke to Sara McGregor of Dragon Mosquito, who recommended spraying of Magnusson and Comeau fields and the dog park. The Health Officer has also been consulted. The School system has already made the decision to spray playing areas on their property.

Chairman Heitz said that the Police Department should be tasked with making sure no one is on the fields after dusk. Selectman St. James said that he thought spraying should be done, and that notice should be given via the Town's website that the fields are not to be used after dark.

The cost of spraying was discussed, and Chairman Heitz said that the town budgets for one spraying if needed.

All were in agreement to have Selectman Briggs call Dragon Mosquito, verify the price and follow their advice on when and where to spray.

OLD BUSINESS

Capital Improvement Plan (CIP)

Planning Board Chair Glenn Coppelman, who had been at this evening's first meeting of the CIP Committee, joined the Selectmen to discuss Department CIP sheets, aid in explaining the process if necessary, and review the requests.

Library- In reviewing the Library's CIP sheet, Mr. Coppelman commented that the LED lighting cost will have no tax impact, and so does not need to be listed. However, he said that the Solar project does need to be on the plan, as the CIP looks ahead 6 years.

Recreation - Proposed expenses include replacing the playground at an expense of \$50,000; clearing an area of trees to add a grassy play area with a fence, total cost \$20,000; and replacement of the Recreation Center floor, cost \$18,000.

There was a discussion of playgrounds, possible ways to extend the life of the current playground such as turning and re-using wood, and possibly doing a study of best areas for a new playground.

The **Fire Department** and **Highway** CIP documents were reviewed at a prior meeting but were briefly revisited.

Heritage- This committee has submitted no new spending proposals, but shifted the timing on some projects.

Mr. Coppelman said that the CIP Committee has seen all of these, and some committee members had some questions. He said that more detail was needed, and that it would be helpful if the Department heads met with the Selectmen to review their plans before sending them to the CIP Committee. Department Heads will be invited to the next CIP meeting.

APPROVAL OF MEETING MINUTES:

Non-public, September 10; Public and Non-public, September 17, 2018

MOTION: by Selectman St. James, to approve the minutes of non-public "Session One" of August 10 as written.

SECOND: by Selectman Coombs

3 in favor, 1 Abstention

MOTION: by Selectman St. James, to approve the minutes of non-public "Session Two" of August 10 as written.

SECOND: by Selectman Coombs

Approved by all.

MOTION: by Selectman Briggs, to approve the public minutes of September 17, as written.

SECOND: by Chairman Heitz

3 in favor, 1 Abstention

MOTION: by Selectman Coombs, to approve the minutes of the non-public session on September 17, as written.

SECOND: by Selectman Briggs

3 in favor, 1 Abstention

ADMINISTRATIVE:

Applications, Correspondence, Executive, Other

- Appointment of Deborah Powers as Treasurer of the 325th Celebration Committee was approved and signed.
- Appointment of Selectman St. James to the Fire Station Building Committee will be as an Alternate for Selectman Korn.
- A Facilities Use application, for use of the Recreation Center by the Girl Scouts, was approved.
- A Veterans Credit application was approved. It was noted that the amount of the Veterans Credit will be on the Warrant to increase in 2019; also that the maximum amount was recently increased by the state to \$750 per year.
- A test report from 2004 submitted on behalf of Ed Dudek, owner of Murray's Auto at 4 Main Street, was reviewed. This report was submitted in answer to the Board's request that Mr. Dudek do further environmental testing on his property as recommended in the Phase I report he provided when applying for a junkyard license. As this testing was performed 13 years prior to the 2017 Phase I report, the Selectmen agreed that the requested testing should still be performed.
- The revised well easement contract with SHI-III (Assisted Living facility) was signed by the Chairman.
- On suggestion of Selectman St. James, Carol Granfield of New Hampshire Municipal Services will be invited to a meeting to explain how to compare salaries of various town officials and employees with other similar towns. This meeting will be free; if she does this work for the town, the fee is \$300 per position evaluated.

SELECTMEN REPRESENTATIVE REPORTS

Budget

Selectman St. James reported on a meeting with Recreation Director Paul Butler and Finance Officer Cindy Kenerson, in which there was a discussion of paying for field trips with a revolving fund rather than through the budget. Also, it was suggested that the trust fund for Recreation Buildings and Maintenance is too specific, and an item might be added to the Warrant to add the words "and Equipment" to widen its use. Chairman Heitz asked if the new flooring at the Recreation Center could be paid for from this fund. Ms. Kenerson will be asked to draw up specifics on the matter of the revolving fund for the Selectmen to consider.

Planning Board

Selectman Coombs reported that at their last meeting, the Planning Board took jurisdiction of the amended site plan submitted by Hawks Ridge. They will either deny or approve this plan at the next meeting.

Selectman Coombs also reported that at the All American Assisted Living site, the storm water ponds and detention basins have not been seeded yet, but there is a rough timeline for doing so.

Non-Public Session

MOTION: Upon motion of Selectman Briggs, **SECOND** of Selectman St. James, it was voted by roll call to adjourn to Non-Public session under the provisions of NH RSA 91-A:3,II (a) Personnel: II(c) Matters which if discussed in public would likely adversely affect the reputation of any person, and II(d) Consideration of the acquisition or sale of property.

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

The Board adjourned at 8:47 PM.

MOTION: Upon motion of Chairman Briggs, **SECOND** of Selectman Coombs, it was voted by roll call to return to public session at 8:59 PM: **In Favor: Briggs, Heitz, Coombs, St. James.**

Adjournment

MOTION: by Selectman Briggs, to adjourn at 9:00 PM

SECOND: by Selectman St. James

All in favor.

Respectfully submitted,
Susan Ayer
Administrative Assistant