

Kingston, New Hampshire  
Board of Selectmen  
Meeting of September 10, 2018  
FINAL MINUTES

The meeting was called to order at 6:30 PM in the Meeting Room at the Kingston Town Hall.

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

**Non-Public Session**

**MOTION:** Upon motion of Chairman Heitz, **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 (a), Personnel.

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

The Board adjourned at 6:31 PM.

**MOTION:** Upon motion of Selectman Coombs, **SECOND** of Selectman Korn, it was voted by roll call to return to public session at 6:50 PM: **In Favor: Briggs, Korn, Heitz, St. James, Coombs.**

**NEW BUSINESS:**

**Human Services - Revised Assistance Rate Guidelines**

The Selectmen took this item out of order to discuss while Human Resources Administrative Assistant Ellen Faulconer was present.

The proposed guidelines were reviewed. Ms. Faulconer explained that the amounts listed are based on the median cost of rental units in Rockingham County and HUD figures for fair market rental, 2017. Food stamp assistance levels were also listed, based on USDA averages.

**MOTION:** by Selectman Korn, to approve the proposed housing and food assistance guidelines as outlined, effective as of this date.

**SECOND:** by Selectman Coombs

**Approved by all.**

**APPOINTMENTS:**

**Culvert issue Babscott Lane Map U3, Lot 93**

Selectman St. James said he had talked to the owner of the property on Babscott Lane after seeing a post on Facebook, and invited her to speak with the Board. The owner, Jeanne Babscott believes that the Town should replace the culvert under her driveway that has failed, causing her yard to flood. He said he then spoke with Road Agent Rich St. Hilaire, who let him know that this is a private drive and therefore the homeowner's responsibility.

Mr. St. Hilaire was present and gave the Board background information on the matter, including that the owner had been before the Selectmen in the past and he had explained to her that culverts under private driveways are the responsibility of the homeowner. He added that if a private culvert fails and the road is washed out, the Town has the right to go after the homeowner for damage costs. He said that for the

Town to pay for the work would not be legal, or fair to other taxpayers who are following the rules.

There was a discussion about how to solve the problem. Mr. St. Hilaire said that as he will be there doing other work anyway, he could replace the culvert at a cost of roughly \$1,000, and the work would take 2 to 3 hours. Chairman Heitz said that this option could be extended, but only if the work was paid up front by the property owner, so that there is no cost to the taxpayers. Selectman Coombs said he disagreed with this option, saying that the Town Highway Department is not a contractor.

**MOTION:** by Selectman St. James, to get a price for the work and approach the property owner to offer to assist with replacing the culvert while working in the area, provided she pays for the time and material in advance.

**SECOND:** by Selectman Korn

**In Favor: Four Abstention: One**

Mr. St. Hilaire asked that Selectman St. James be the contact point with Ms. McGregor.

### **Fire Station Building Committee**

Mark Furlong, Chair of the Fire Station Building Committee, along with Fire Chief and Committee member Bill Seaman, addressed the Board to share progress made. Mr. Furlong said that the Committee and its four subcommittees have been very active, especially the Site Selection committee. He said that originally over 25 sites had been considered, and the committee has narrowed the choices down to five.

Mr. Furlong said that the architectural firm that met with the prior Building Committee has been invited to speak to the new committee. He said it seems to make sense to stay with the same architectural firm and work with them for the Request for Proposal process for a construction management firm.

Chairman Heitz commented that to avoid the problems of the last proposal, input regarding the site should be solicited before going forward with engineering plans. He also said that a total package should be put before the voters, but a site needs to be chosen first.

Charles Hart, Committee member, said that they are working on the best approach for how to present the project in Warrant Articles, and they do want to get it on the ballot in 2019.

There was discussion on the process going forward. When discussion turned to the sites under review, it was decided that this topic should be discussed in Non-Public session, after the last appointment of the evening.

### **Kevin Camm request to address Board re: Discontinued Right of Way off Rte. 125**

Mr. Camm, along with the Road Agent, spoke to the Selectmen about a property off State Route 125. Mr. Camm, a surveyor, said that in the course of his work he came across a site plan of the Route 125 realignment, done in 1952 to straighten the road. He and Mr. St. Hilaire explained that title searches showed that an area used as a parking lot still belongs to the Town. He referred to a 1955 Warrant Article that called for abandonment of the road, but that tax maps show the property running all the way to Route 125, not 100 feet in, where telephone poles mark where the old road ran.

After further discussion, it was agreed that permission should be given for Mr. Camm to speak with Town Counsel on the matter.

### **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 (d), Consideration of the acquisition or sale of property.

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

**Selectman Korn recused himself and left the room during this discussion.**

The Board adjourned at 8:10 PM.

**MOTION:** Upon motion of Chairman Heitz, **SECOND** of Selectman St. James, it was voted by roll call to return to public session at 9:22 PM: **In Favor: Briggs, Korn, Heitz, St. James, Coombs.**

### **OLD BUSINESS:**

#### **325<sup>th</sup> Parade Invitations**

After reviewing the form prepared by the 325<sup>th</sup> Parade committee, along with comments by Primex, the Board concluded that the form needs to be revised before approval can be given.

#### **Certificate of Occupancy - R3-4-4-5/ 10 Bent Grass Circle**

Selectman Coombs reported that a revised plan for the Hawks Ridge site has been received and will be before the Planning Board on September 18. It was decided to hold the Certificate of Occupancy until Building Inspector Robert Steward can look at the property, and also until the company replenishes the depleted Engineering escrow account. The Administrative Assistant will look into any impact fees owed. A revised Notice of Violation for the site will be prepared for the September 17 meeting.

### **NEW BUSINESS:**

#### **Inquiry on purchase of Town-owned lot, Map U12 Lot 39**

The Board discussed the location and value of this property. The owner of Lot 40 would like to buy it; Mr. St. Hilaire had been consulted and said he would recommend allowing the sale with the stipulation that the two lots be merged. A letter will be sent to the owner of Lot 40 notifying them that the Town will entertain a reasonable offer for Lot 39, currently assessed at \$71,400, provided the lots are merged.

#### **Request for Trash Pickup at Dog Park**

The dog park volunteer will be contacted and told the trash can be picked up if brought to the end of the road, as the trash trucks cannot turn around on Green Road.

#### **Assessing Contract**

The Town's contract with Purvis & Associates expires at the end of 2018. The Selectmen decided that a Request for Proposals should be publicized as soon as possible.

**Non-Public Session**

**MOTION:** Upon motion of Chairman Heitz, **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 (a), Personnel.

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

The Board adjourned at 9:50 PM.

**MOTION:** Upon motion of Selectman Coombs, **SECOND** of Selectman Briggs, it was voted by roll call to return to public session at 10:25 PM: **In Favor: Briggs, Korn, Heitz, St. James, Coombs.**

**MOTION:** by Selectman Coombs, to adjourn at 10:26 PM

**SECOND:** by Selectman St. James

**All in favor.**

Respectfully submitted,  
Susan Ayer  
Administrative Assistant