

**Kingston, New Hampshire
Board of Selectmen
Meeting of June 20, 2011
MINUTES**

The meeting was called to order at 6:30 pm in the Selectmen's Office at the Kingston Town Hall, for an emergency non-public session requested by the Human Services Director. In attendance were Chairman Peter Broderick and Selectmen Charles Hart and Mark Heitz.

Non-public Session

MOTION: Upon motion of Selectman Heitz and second of Chairman Broderick, it was unanimously voted to adjourn to non-public session under the provisions of N. H. RSA 91-A:3, II-c. The Board entered non-public session at 6:32 pm.

The Board returned to public session at 7:00 pm and moved the remainder of the meeting to the Main Meeting Room of Town Hall.

MOTION: Upon motion of Selectman Heitz and second of Selectman Hart, it was unanimously voted to seal the minutes of the non-public session indefinitely.

Acceptance of Donated Items

MOTION: Upon motion of Selectman Heitz and second of Selectman Hart, it was unanimously voted to accept 19 large boxes of books, a box of VHS tapes and DVD's, and an individual gift having a value exceeding \$5,000.00, on behalf of the Nichols Memorial Library Board of Trustees.

Library Project Update

Library Trustee Lesley Hume and project architect Ron Lamarre were present to discuss with the Board progress that's been made in reaching an agreement with abutter Fourdees Properties, LLC concerning the roadway to be constructed between the two properties. Ms. Hume reported that she had discussed the matter with Richard Winward of Fourdees, who has been very cooperative about the location of the pavement. A plan showing the proposed layout was distributed to the Board, and Ms. Hume indicated certain adjustments made to the plan previously proposed to the Board. She noted that Road Agent Richard St. Hilaire and Town Engineer Dennis Quintal both have agreed to the proposal.

Chairman Broderick noted that the plan continues to indicate library parking areas within the right of way. Ms. Hume agreed, but noted that because the 24' paved area will be somewhat north of the center line of the 60' right of way area, there will be sufficient room on the southerly side of the pavement for whatever road maintenance work will be necessary.

A Memorandum of Understanding to outline the agreement between the parties had been presented to Town Counsel for review and he had made certain suggestions that were incorporated into a new document that Ms. Hume hoped the Board would be willing to sign. One point counsel had requested the Board to particularly note was for the Town to cover the cost of the as-built road survey and the necessary transfer deeds for the roadway area from general budget line items rather than from the library's \$2.2M project budget.

Chairman Broderick advised that he's concerned about burdening taxpayers with an approximate \$6,500.00 expense which would be additional to the \$2.2 M appropriated for the

project, particularly as approval for the project was based on Library Trustees' claims that there will be no tax impact. He suggested that it would be inappropriate for the town to agree to supplement the project's budget before even breaking ground. Selectman Heitz agreed that the Trustees need to plan on the expense coming from the project budget, and that the entire road issue needed to have been considered as the budget was developed. Ms. Hume advised that there is very little discretionary allowance within their budget. Chairman Broderick suggested that they go forward under the assumption that all expenses relating to the road will be coming from the project budget. Selectman Heitz agreed and asked if the project's contingency fund can be used in part for the expenses involved in preparing the as-built and transfer deeds. Ms. Hume advised that the contingency fund is being used for the entire road project and that they had been unaware during budget development of the full requirements that would be imposed on the road construction phase; they had assumed they would only need to provide an access way along the existing driveway. Selectman Hart noted that it's unfortunate that the Trustees weren't made aware of the road construction requirements and expressed the opinion that since the library will be a town building and the road will be a town road, he sees no objection to assisting with a portion of the expense over and above the project appropriation.

A version of the Memorandum of Understanding that leaves out reference to the as-built plan or the final transfer deeds was signed by the Board in order for the Trustees to be able to move forward. Chairman Broderick asked that it be noted that everyone involved understands that, even though the items aren't addressed in the Memorandum, the expenses are to be paid from the library project budget. Ms. Hume agreed that she understands the Board's opinion on that point, although she intends to address the issue further in the future.

Ms. Hume noted that the weekly Building Committee meeting is cancelled for June 23rd but that the Committee will be meeting on June 30th to review project bids. She also noted that the Trustees still are trying to locate a space where they can store donated shelving, and that there still is time for local contractors to bid on various components of the construction work for the library.

Recreation Department Updates

Recreation Director Donna Duddy and Recreation members Elizabeth Mello and Anthony Spinhirn were present at the Board's request to provide an update on the status of the Recreation Commission and on plans for the Summer Camp program.

Chairman Broderick advised that the Board is concerned that no Chairman has been selected for the Commission. Ms. Duddy reported that a meeting had been held on June 14th at which several of the members had indicated they may be willing to serve as Chairman. Chairman Broderick advised that he is concerned that Commission members may feel they're responsible to oversee certain of the programs run by the Department when the responsibility actually lies with the paid Director. He had reviewed her job description and a lot of the work that the previous Chairman had been undertaking should be done by her. He also wants to make sure that the commission understands that their job is to provide ideas and direction to the paid employee and to oversee her performance, but the actual work is to be done by her as she carries out their directions. Ms. Duddy indicated that she understands the arrangement and thinks that the commission members do as well.

Chairman Broderick asked if the Summer Camp program is staffed. Ms. Duddy reported that seven employees are returning from last year and that one part-time employee has been hired. Chairman Broderick asked if the necessary paperwork has been provided to the Finance Office. Ms. Duddy affirmed that it has been. She advised that there will be three certified lifeguards to help oversee the camp program at the new building. She also advised that she hasn't guaranteed a 40-hour week to her counselors, since she isn't able to forecast attendance for any

given day. At times she may send counselors home early or advise them that they aren't needed for a particular day. She has several counselors-in-training who also can assist with campers during field trips or on lake days.

Selectman Hart asked what the plans are for the new building. Ms. Duddy advised that the program will start at Swasey Gym and transition to the new building by the third week or so. She will keep parents updated via her weekly newsletter.

The Board thanked Ms. Duddy, Ms. Mello and Mr. Spinhirn for appearing.

Review of Previous Meeting Minutes

MOTION: Upon motion of Selectman Hart and second of Selectman Heitz it was unanimously voted to accept the minutes of the May 23, 2011 Selectmen's Meeting as printed.

MOTION: Upon motion of Selectman Hart and second of Selectman Heitz it was unanimously voted to accept the minutes of the June 6, 2011 Selectmen's Meeting as printed.

Adjournment

There being no further business before the Board, the meeting adjourned at 8:03 pm and the Board retired to address administrative issues.

Respectfully submitted,
Catherine Grant
Administrative Assistant