

**Kingston, New Hampshire
Board of Selectmen
Meeting of September 28, 2020
FINAL MINUTES**

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

PRESENT: Phillip Coombs, Chair; Donald Briggs, Vice Chair; Kevin St. James, Electra Alessio, Richard Wilson, Select Board Members.

APPOINTMENTS:

Road Agent Richard St. Hilaire: Highway Contract

Mr. St. Hilaire first informed the Board that he has lost one 6- wheel plow truck as the driver is no longer available and the company was sold. He said that the Town will need to be competitive with what the State offers to plow drivers. A notice will be placed in the newspaper and on the Town's website.

Mr. St. Hilaire then spoke about the contract template he had supplied to the Board, noting that his elected term as Road Agent is up in March, and at that time the Town will need to make an appointment. He said that a Road Agent can only be appointed for a maximum term of 3 years per the RSA. He said that other than that, it is similar to the Fire and Police Chief contracts.

Selectman Coombs said that a Selectman will be tasked to work with Town Counsel on the contract and he hopes to have a draft ready in two weeks.

PUBLIC COMMENT I:

Mr. St. Hilaire said he would like to make a complaint as a resident, about the loud music at the Saddle Up Saloon restaurant. He said the music was so loud on Saturday that it rattled his windows. He said that on Sunday, there was an enormous amount of traffic and people on site, not wearing masks or distancing, and a lot of coming and going on very loud motorcycles. He said he is aware the Board is working on the problems, but wanted to lodge a public complaint.

Chairman Coombs said that Mr. St. Hilaire was not alone, that the Town had received well over 20 complaints. He said the Board has been working with an attorney and has reached out to the owners of Saddle Up repeatedly, but with no success. At this time there is a Cease and Desist in effect covering the outdoor music, which the owners received on September 23rd. Selectman Briggs added that he has been working with the State's Attorney General as well about violations complaints on the property. Selectman St. James said that he feels embarrassed as a Selectman that it seems nothing can be done when the noise ordinance clearly states that 10:00 PM is the time limit.

Selectman Briggs said that enforcing ordinances at a business is different from enforcing them at a residence, that it is the difference between a civil vs. a criminal

matter. He said that at a business, if there is a refusal to comply, it needs to go to court. In this case, fines will be levied pursuant to the Cease and Desist order.

In the meantime, Chairman Coombs said that residents who have a complaint should call the Police Department so they can follow up, and also so that all complaints can be logged. Mr. St. Hilaire said that he plans to keep calling in complaints.

OLD BUSINESS:

Purchasing Policy - sign update

The Select Board signed the updated Town Purchasing Policy, which they approved on September 21.

Mosquito and Tick Control Contract - Draft Request For Proposals (RFP) Form

Health Officer Peter Broderick had been asked to review this Request for Proposals for the Town's Mosquito and Tick Control Contract, and had approved it as presented. The Board discussed details of the RFP, including the term of the new contract (2021-2023). A deadline for receiving bids was set at December 4, 2020 at noon. The RFP will be published as soon as possible in the newspaper and on the Town's website.

MS4 Permit, Year 2: Approve and Sign

The Board reviewed the final report for Year 2 of the MS4 Small Permit, the stormwater management report that had been discussed at length at a previous meeting. This report is due to be submitted to the Environmental Protection Agency by midnight tonight.

MOTION: by Selectwoman Alessio, to authorize the Chairman to sign the final report for Year 2 of the MS4 permit.

SECOND: by Selectman Wilson

In favor: Alessio, Briggs, St. James, Wilson; Abstain: Coombs

Unitil Lighting Incentive: Sign

This document is required by Unitil if the Town wishes to take advantage of the rebate program for the LED street lighting project.

MOTION: by Selectman St. James to sign the Unitil Lighting Incentive document for the LED Street Lighting project, to move the process forward.

SECOND: by Selectman Alessio

All in favor via roll call vote.

NEW BUSINESS:

Fall Holiday guidance

Holiday guidance for Halloween and other Fall holidays offered by the Centers for Disease Control was read in part by the Chairman. This will be shared on the Town's website. The Chairman said that Halloween is always held on October 31 in Kingston, and that any residents that do not feel comfortable participating can leave their porch light off.

Review of 2021 Draft Budget to date

The Board went over budget numbers available to date.

Health Trust Medical Insurance options - Review

The Board reviewed medical insurance options. 2021 rates will not be available until October.

COMMITTEE LIAISON REPORTS:

Selectman Briggs said that the **Conservation Commission** will hold a site walk tomorrow at 11:00 AM at the trail off Ball Road.

Selectwoman Alessio said that the Town Clerk wanted to warn the Board that the cost of conducting elections this year is very high. There was a brief discussion of grant money that may be available due to the increased costs due to the COVID-19 precautions. In addition, mail-in ballots are adding considerably to the work load of elections workers. She also noted that the **Highway** department had put up the first of the "Welcome to Kingston" signs designed by the **Heritage Commission**.

PUBLIC COMMENT II: None heard.

CORRESPONDENCE, APPLICATIONS, PURCHASE ORDERS:

- An invoice has been received from Sanborn Head along with a question about an agreement going forward, as the initial amount budgeted has been exhausted. It was agreed that at least one more meeting with the Sanborn Head staff will be necessary.

MOTION: by Selectman St. James, to approve expenditures over the agreed upon amount incurred through December 31, 2020

SECOND: by Selectman Wilson

All in favor via roll call vote

- Letters have been received from John Ingalls who has observed activity at the Solar Hills subdivision site. Selectman Briggs and Rich St. Hilaire have gone out to see what it going on, but it was unclear whose property the work was being done on. Chairman Coombs will talk with Town Counsel about updating the Cease and Desist that is in place, if necessary.
- A Facilities Use application was approved for the VFW Post 1088 Auxiliary to use the front steps of the Town Hall for displaying pumpkins on October 24th and 25th during a pumpkin carving and coloring contest to be conducted mainly online.
- A Facilities Use application was received for a wildflower seed swap to be held at the Recreation Center. The Board tabled the request pending input from the Health Officer, and more information about numbers of people expected.
- A complaint has been received from a resident on Rockrimmon Road about a new rooster. Selectman Briggs will look into this.

APPROVAL OF MEETING MINUTES:

MOTION: by Selectwoman St. James to approve the public and non-public meeting minutes of August 21, 2020, as amended:

SECOND: by Selectwoman Alessio

In Favor: Alessio, Briggs, Coombs, St. James, Wilson.

NON-PUBLIC SESSION:

MOTION: by Selectwoman Alessio, to go into non-public session under RSA 91-A:3, II (l) Legal

SECOND: by Selectman Wilson

In favor: Alessio, Briggs, Coombs, St. James, Wilson

The Board adjourned to Non-public session at 8:17 PM.

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

In favor: Alessio, Briggs, Coombs, St. James, Wilson

MOTION to seal these minutes for an undetermined length of time, made by Selectwoman Alessio, seconded by Selectman Wilson, because it is determined that divulgence of this information likely would:

xx Affect adversely the reputation of any person other than a member of this board.

Passed by unanimous roll call vote.

Discussed in non-public:

Legal advice

Adjournment:

MOTION: by Selectman Briggs to adjourn at 9:15 PM

SECOND: by Selectman Coombs

All in favor.

Respectfully submitted,
Susan Ayer, Administrative Assistant