

**Kingston, New Hampshire
Select Board
Meeting of May 3, 2021
FINAL MINUTES**

The meeting was called to order at 7:00 pm.

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

APPOINTMENTS:

Library Director Rebekka Mateyk re: New Library Trustee

The Library Director and Library Board of Trustees Chair Stephanie Hasselbeck were present to follow up on a letter dated April 16, 2021 informing the Board that the Trustees had voted to recommend Melissa MacDonald to fill a vacancy. They requested that the Select Board officially appoint Ms. MacDonald to the Library Trustees.

There was a brief discussion in which it was pointed out that new volunteers and committee members are encouraged to come in to meet the Board.

MOTION: by Selectwoman Alessio to appoint Melissa MacDonald to the position of Library Trustee to fill a vacancy, term to expire in March of 2022.

SECOND: by Selectman Wilson

All in favor

Ms. Hasselbeck then updated the Board on recent library matters. She said that the library hours will be extended beginning today, almost to the pre-Covid schedule. An hour is still set aside for cleaning and transitioning. Ms. Mateyk said that a new Youth Librarian has been hired, to start on Monday, and that filling this vacancy also has allowed sufficient staffing for full hours. The annual plant sale will take place on May 15. The Director also let the Board know that there is a plan in place for a tent for the summer; it will be 20' by 30', and will be partially funded by the Friends of the Library. The balance will come from the library budget.

There was a brief discussion in which Chairman Coombs suggested that Library impact fees might be utilized for a permanent pavilion.

Kingston Adult Softball League

John Trahan of the Kingston Adult Softball League returned to follow up on a conversation held at the Board's April 26 meeting, regarding the suspension of the league from use of Town fields. He said he had talked to the players and coaches about the rules for using municipal fields, and made it clear there is zero tolerance for alcohol or drug use on the fields. For a first offense, the player(s) will be ejected and the coach suspended; if it happens again, the team will be banned. He also said the league played in Brentwood last week, and there were no problems.

There was a discussion of remedies that would allow the league to resume play. Selectman Briggs said that cameras, as discussed last week, are not practical. Selectman Wilson said that it would be more effective to make it mandatory that a league representative is present at every game. The Police Department will also make periodic spot checks. Selectwoman Alessio said she would like to give the league another chance, as they have been using Town fields for 35 years and are serious about adhering to the rules, and conveying that to the team members.

Mr. Trahan asked if the town would like them to purchase any more signs to post the rules of the fields. Mr. St. Hilaire said there are already signs up, with all the field rules listed. Chairman Coombs said it would be beneficial to get three or more to put up that state no alcohol is allowed. Mr. Trahan said he will have these made up once he has the exact wording from the Town.

MOTION: by Selectwoman Alessio, to reinstate the Kingston Adult Softball League's right to play on Town property starting this week, on the condition that they adhere to all Town rules and regulations.

SECOND: by Selectman Briggs

All in favor via roll call vote

PUBLIC COMMENT I:

Highway Agent Rich St. Hilaire said that a new phone company is putting up 5G cable on Town poles; he said that every time there is a change to the ownership of the wires there is a supposed to be a \$10 per pole fee paid to the Town Clerk. He said that his rough estimate is that they owe the Town about \$30,000, and this needs to be looked into. He cited information in the Good Roads book and corresponding RSAs.

There was a discussion of pole licensing, and the process that may not have been followed in recent years. The Public Rights of Way regulations that had been drafted in the fall by Donahue, Tucker and Ciandella will be researched as to how they relate to this situation; there is a question on whether the new regulations had been adopted to date.

There was also a discussion of telephone companies' ownership of poles. Selectman Briggs said that after three years' being on notice that a pole is unsafe, another company can come in and take over the poles. He said that is what is happening now in Kingston with Consolidated Communications.

Mr. St. Hilaire suggested that Town Counsel should look into the laws regarding licensing of poles to make sure they are still in effect, and Consolidated Communications should then be notified that they need to come in for permits. He said that someone also needs to look into the new regulations. Chairman Coombs said that a list had been compiled of poles that have been doubled up, where there is only supposed to be one pole at a location. The Chairman and Selectman Briggs will go out to look at those poles this week.

In a related topic, Selectman Briggs said that in looking at the light poles during the process of replacing the mast arms and street lights, it has been found that at least one pole is on private property. He said he has the full list of light poles and suggested that he and Mr. St. Hilaire go out to check them all.

COMMITTEE LIAISON REPORTS:

Selectman Wilson reported that the History of Kingston book is at the printer and should be available by the beginning of June. He said sales have increased and anyone interested should order their book now.

Selectman Wilson then reported on a property that is being marketed for sale, for which the current owner has not obtained all the required permits (as could be seen by the realtor's photographs and description; no inspections have been done). In order that the problem will not be passed on to a buyer, the Building Inspector will be asked to write a letter to the realtor and the owner, which will be added to the property file. The letter will include the stipulation that no Certificate of Occupancy will be issued until all required permits and inspections are complete. This matter will be discussed in non-public as a legal matter.

Selectman St. James said that he will be meeting on Thursday with Recreation Director Paul Butler and Rich St. Hilaire to talk about the new playground. There is also a meeting that day at 9 am to meet with representatives of the state's DOT to discuss details of the Route 125 reconstruction project before the public hearing (which will be via Zoom on May 19 at 7 PM).

OLD BUSINESS:

Code Complaints Processing Policy and Procedures

A few minor changes were made to the first draft of this policy. It was decided to table it until the Inspectors can review it and offer suggestions.

Sale of Town Land: Next Steps

Selectman St. James said that the price of surveying the lots is needed from Charlie Zilch of SEC Engineers and also auctioneers need to be contacted for pricing. He said he will at least talk with the interested abutters to let them know the process has changed, that the Town will have a starting price based on the expenses involved and then sell to the highest bidder. The Administrative Assistant will contact auctioneers and come back with information.

NEW BUSINESS: (None)

BOARD BUSINESS:

Code Officer applications- first review (Close Date May 7 at noon)

There was a brief conversation about applications received to date, and that there are at least 4 or 5 applicants that sound promising. As applicants have until Friday, May 7 to submit their resumes, this topic will be tabled until the next meeting.

Chairman Coombs asked if any applications have been received for Health Officer; there have not. In discussion, it was noted that the position has been advertised several times on different sites and no candidates have come forward. It was agreed to end the postings for this job at this time and stay with interim Health Officer Richard Wilson.

PUBLIC COMMENT II: None heard

CORRESPONDENCE, APPLICATIONS, PURCHASE ORDERS:

- Veterans Credit Application was approved for R39 Lot 46.
- PFPOPE updated plan documents: Motion by St. James, Second by Wilson, to authorize Chairman to sign, all in favor. Selectman St. James said that someone from the company is willing to come out and talk about the program to encourage more participation.
- Police Hire - one Patrolman has now completed the academy
- PB Dept comment sheet
- Investment Policy (reviewed and reapproved)
- Fund Balance Policy (reviewed and reapproved)

APPROVAL OF MEETING MINUTES:

MOTION: by Selectwoman Alessio to approve the public and non-public meeting minutes of April 19 and April 26, 2021.

SECOND: by Selectman Wilson

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

NON-PUBLIC SESSION:

MOTION: by Selectwoman Alessio, to enter non-public session under RSA 91-A:3, II (I) Legal; Personnel

SECOND: by Selectman St. James

All in favor via roll call vote

Meeting adjourned to non-public session at 7:55 PM.

MOTION: by Selectman St. James, to return to public session at 8:35 PM

All in favor via roll call vote.

Motion made to seal these minutes: Motion made by Selectman 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.

Roll Call Vote to Seal Minutes:

Phillip Coombs	Y	Richard Wilson	Y
Kevin St. James	Y	Electra Alessio	Y
Donald Briggs	Y		

Motion: PASSED

Discussed in non-public session: Legal issues

Adjournment:

Meeting Adjourned at 8:40 PM

Respectfully submitted, Susan Ayer, Administrative Assistant