



TOWN OF KENSINGTON
BOARD OF SELECTMEN MEETING

Kensington Town Hall
95 Amesbury Road
Kensington, NH 03833

MONDAY April 21, 2025

Meeting Minutes / *Draft*

NON-PUBLIC SESSION

Members Present:

Bob Solomon ☒_x_

Bob Gustafson ☒_x_

Sara Hamilton ☒_x_

Motion: To enter the Nonpublic Session at 6:02pm

Moved by: S. Hamilton

Seconded by: B. Solomon

Vote: all in favor.

Specific Statutory Reason cited as foundation for the nonpublic session:

☒_x_ RSA 91-A:3, II (a) *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, **unless** the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.*

Roll Call vote to enter nonpublic session:

Bob Solomon ☒_x_

Bob Gustafson ☒_x_

Sara Hamilton ☒_x_

Entered nonpublic session at 6:02 pm.

Motion: To exit the Nonpublic Session at 6:21pm

Moved by: S. Hamilton

Seconded by: B. Gustafson

Vote: all in favor.

Roll Call vote to exit nonpublic session:

Bob Solomon ☒_x_

Bob Gustafson ☒_x_

Sara Hamilton ☒_x_

Public session reconvened at 6:22pm

And then the board recessed until 6:30pm

PUBLIC SESSION

The Chair called the meeting to order at 6:30pm and led all in attendance in the Pledge of Allegiance.

In Attendance: Robert Solomon (Chair), Sara Hamilton (Member), Bob Gustafson (Member) and Kathy Felch (Town Administrator).

Public Comments – none received.

Approval of Board Minutes

- **Motion**: To approve the minutes of April 7, 2025.
 - **Moved by**: Sara Hamilton
 - **Seconded by**: Bob Gustafson
 - **Vote**: All in favor, motion carried.

Dept Heads – Chief Scott Cain (KPD), Chief Jeff DiBartolomeo (KFD / Emerg Mngt), Matt Armstrong (Road Mngt), Gino Rignoli (Bldg Inspector)

Police Department – Chief Scott Cain

- **Discussion**: Chief Cain provided updates on recent incidents involving stolen scooters and a stolen truck. He also discussed the upcoming active shooter training in schools on April 29th.
- **Next Steps**: Increase patrols in areas with recent thefts, communicate with the community about safety measures, and finalize preparations for the active shooter training.

PD Grant – NH Office of Highway Safety Traffic Enforcement Patrols Grant Acceptance

- **Discussion**: Chief Cain identified an application for a 2026 grant for extra shifts to cover traffic enforcement patrols. One requirement by the State is that the application be identified in a public meeting and the Board approves 2026 grant application. The board discussed the benefits of the grant for traffic enforcement for 2026.
- **Motion**: To accept the NHOHS Traffic Enforcement Patrol Grant not to exceed \$13,300. Further to acknowledge the town's responsibility for matching funds up to \$3,325.
 - **Moved by**: Bob Gustafson
 - **Seconded by**: Robert Solomon
 - **Vote**: All in favor, motions carried.

Fire Department – Fire Chief Jeffrey DiBartolomeo

➤ **Request for funds from Trustees of Trust funds for Fire Department equipment**

- **Discussion**: Chief DiBartolomeo requested funds for emergency light upgrades and new equipment. He explained the necessity of these upgrades for better visibility and safety.
- **Motion**: To approve fire chief's request to outfit vehicle emergency lights and funds to be disbursed from the 2020 Fire and Emergency Services CRF.
 - **Moved by**: Bob Gustafson
 - **Seconded by**: Sara Hamilton
 - **Vote**: All in favor, motions carried.

- **Next Steps:** Proceed with the purchase and installation of emergency lights.
- **Discussion:** Chief DiBartolomeo requested funds for 3 updated FD helmets and 2 steel plates for body armor.
- **Motion:** To approve fire chief's request to purchase equipment from the 1995 Fire Equipment Fund
 - **Moved by:** Bob Gustafson
 - **Seconded by:** Sara Hamilton
 - **Vote:** All in favor, motions carried.
 - **Next Steps:** Proceed with the purchase of equipment.

Emergency Management - Fire Chief Jeffrey DiBartolomeo

- **Discussion:** Chief DiBartolomeo provided updates on training related to the Seabrook nuclear power plant and upcoming emergency management director courses.
- **Next Steps:** Attend scheduled training sessions, implement learned strategies, and update emergency management plans accordingly.

Road Manager – Matthew Armstrong

- **Discussion:** Armstrong discussed road reconstruction specifications and tree management. RFPs for two road sections (Town line to Whipple Way and Whipple Way to Muddy Pond Rd) will be solicited this week and posted in the local paper. Bids to be reviewed in the May 19 meeting.
- **Next Steps:** Post request for proposals in paper, review bids and provide update to Board during the May 19 meeting.

Building Inspector – Gino Rignoli

- **Discussion:** Gino Rignoli provided updates on various applications and projects, including 149 South Rd which need business request for Agway type of business and an appearance before the Planning Board for approval.
- **Next Steps:** Monitor ongoing projects for compliance and address any zoning issues.

New Business Agenda –

Tree Damage to Residence – Wild Pasture Road

Discussion: The board discussed the tree damage and liability issues. Matt Armstrong highlighted information he captured from the New Hampshire Municipal Association, *A Hard Road to Travel: New Hampshire Law of Local Highways* publication, that a road right-of-way established prior to 1970 (Old Roads) are not owned by the Town. The Town's Right of Way is merely an easement used for public travel. An easement does not imply ownership. Since a "highway" is only considered a public easement, the title to the land underneath is presumed to belong to the owners over whose land the road was created, or their successors. Under New Hampshire case law, trees located in the town R.O.W are not considered part of the public's "highway" rights and remain property of the title owner. Therefore, the Town is not responsible for the damage incurred on the property from the fallen tree.

- **Motion:** Town Administrator to send letter to homeowner stating the Town's position.
 - **Moved by:** Sara Hamilton
 - **Seconded by:** Bob Gustafson
 - **Vote:** All in favor, motions carried.

PD Grant – NH Office of Highway Safety Traffic Enforcement Patrols Grant Acceptance

- **Discussion:** Motion described above in Department Heads section.

Resolution Opposing NH Senate Bill 297: An act relative to pooled risk management programs

- **Discussion:** The Board discussed the scope of SB 297
- **Motion:** To sign resolution opposing SB 297.
 - **Moved by:** Sara Hamilton
 - **Seconded by:** Bob Gustafson
 - **Vote:** All in favor, motion carried.

Gravel Tax Levy

- **Discussion:** Approval of gravel tax levy.
- **Motion:** To sign gravel tax levy in the amount of \$132.
 - **Moved by:** Sara Hamilton
 - **Seconded by:** Bob Gustafson
 - **Vote:** All in favor, motion carried.
 - **Next Steps:** Process the approved tax levy and communicate the changes to affected residents.

Timber Tax Levy

- **Discussion:** Approval of timber tax levy.
- **Motion:** To sign Yield Tax Levy (Timber Tax) in the amount of \$6,800.56
 - **Moved by:** Bob Gustafson
 - **Seconded by:** Sara Hamilton
 - **Vote:** All in favor, motion carried.
 - **Next Steps:** Process the approved tax levy and communicate the changes to affected residents.

Intent to Cut – 1 Old Amesbury Road Map 3 Lot 9

- **Discussion:** Approval of intent to cut.
- **Motion:** To approve the intent to cut Map 3 Lot 9 / 1 Old Ames Rd
 - **Moved by:** Sara Hamilton
 - **Seconded by:** Bob Gustafson
 - **Vote:** All in favor, motion carried.
 - **Next Steps:** NH Forester will monitor the cutting activities and ensure compliance with regulations.

149 South Road Letter to Owner on Violation of Process

- **Discussion:** The board discussed the violation and necessary actions.
- **Next Steps:** Town Administrator to send a letter to the owner outlining the violation and required corrective actions.

Updates from Public Safety Building Committee

- **Discussion:** The committee provided updates on the progress of the public safety building.
- **Next Steps:** Continue meetings and outreach to residents.

Town Administrator – Kathleen Felch

• Grange Building Use for Coffee Time

- **Discussion:** Proposal to open the Grange Building for daily coffee meetings. Frank Whittemore and Megan Gross presented the request. With the closure of the County Brook Café, the group would like to move their gathering to the Grange Building and meet daily (M-F) from 9:00am – 10:30am. Coffee maker and microwave would be purchased by the group. The Grange Trustees would sponsor the group. Insurance for the occupants is covered by the Town. A Knox box is currently on the building, and this will be utilized by the group to gain entrance. An application will be filled out and submitted to Town Accessor.
- **Next Steps:** Verify insurance coverage, submit application for daily use, prepare the Grange Building for daily use, and communicate the new initiative to the community.

Website Template Discussion

- **Discussion:** Selection of a new website layout and features.
- **Motion:** To approve the new website layout (Standard 3).
 - **Moved by:** Sara Hamilton
 - **Seconded by:** Bob Gustafson
 - **Vote:** All in favor, motion carried.
 - **Next Steps:** Implement the new website layout, ensure all features are functional, and promote the updated website to residents.

Appointment for Summer Camp Director and Coordinator

- **Discussion:** Appointment of summer camp director and coordinator.
- **Motion:** Appointing Marcia Casciari as part-time Summer Camp Director.
 - **Moved by:** Sara Hamilton
 - **Seconded by:** Bob Gustafson
 - **Vote:** All in favor, motion carried.
- **Motion:** Appointing Lisa Vadala as Summer Camp Coordinator.
 - **Moved by:** Bob Gustafson
 - **Seconded by:** Sara Hamilton
 - **Vote:** All in favor, motion carried.
 - **Next Steps:** Ensure the appointed individuals are prepared for their roles and communicate the appointments to the community.

Current Use Application – Map 6 Lot 44 Teloian Property Management Trust

- **Discussion:** Approval of current use application.
- **Motion:** To accept application for current use by Teloian Property Management Trust for Map 6 Lot 44. To enroll 26.5 acres in CU.
 - **Moved by:** Bob Gustafson
 - **Seconded by:** Sara Hamilton
 - **Vote:** All in favor, motion carried.

Application for Property Tax Credits/Exemption – Map 11 Lot 11

- **Discussion:** Approval of Elderly Exemption for 91 Amesbury Rd., application submitted before 04/15 deadline.
- **Motion:** To approve Elderly Exemption of Map 11 Lot 11
 - **Moved by:** Sara Hamilton
 - **Seconded by:** Bob Gustafson
 - **Vote:** All in favor, motion carried.

NEXT MEETINGS: May 05, 2025 and May 19, 2025

MOTION: To adjourn meeting

Moved by: Robert Solomon

Seconded by : Sara Hamilton

Vote: All in favor, motion carried

Board of Selectmen meeting adjourned at 7:48pm

Submitted by:

Peter Gaffney
Land Use Administrator