

Town of Kensington Board of Selectmen Meeting Minutes

Date: April 7, 2025, **Time:** 6:33 PM **Location:** Town Hall

In Attendance: Robert Solomon, Robert Gustafson, Sara Hamilton

Chair: Robert Solomon called the meeting to order at 6:33 PM

Pledge of Allegiance

Public Comment

Speaker: Susan Porcelli

- **Topic:** Housing bills in New Hampshire
- **Details:** Suzanne provided detailed information on several housing bills currently being considered in the New Hampshire House and Senate. She emphasized the potential negative impact these bills could have on small towns like Kensington and Hampton Falls. The bills include changes to local zoning laws, such as reducing parking spaces for condominium developments to one space per unit, allowing commercial use in residential zoning areas, limiting minimum lot sizes, expanding accessory dwelling units (ADUs) to be attached or unattached, permitting multi-family residential development in commercially zoned land, and requiring manufactured housing to be allowed in all residential zoned areas. Suzanne stressed that these changes could override local control and have unintended consequences. She urged residents to voice their opinions and use online tools to register their positions on these bills. Suzanne also highlighted the importance of local residents being able to petition the planning and zoning board to make changes through warrant articles and votes. She concluded by encouraging everyone to make their voices heard to ensure that the concerns of small towns are considered.

- **Department Head Reports**

- **Police Department:**

- **Speaker:** Chief Scott Cain
 - **Details:** Chief Cain discussed several key issues:
 - **Extended Warranty for Police Cruisers:** The department has ordered the approved cruiser and extended warranty for a police cruiser, costing approximately \$42,800.
 - **Lobby Window Adjustments:** Chief Cain highlighted the need for adjustments to the lobby window in the police department to improve security. He mentioned that the current setup makes it easy to see inside, which poses a security risk.
 - **Body Camera Grant:** The department was awarded a grant to assist with the purchase of body cameras. The total cost has increased from the initial estimate, and the grant will cover \$36,015 of the expenses. Chief Cain requested approval for the acceptance of these funds. The town awarded a warrant article to

cover the original quote of the cameras but the pricing has increased so he pursued a grant for the remaining funds.

- **Motion:** To approve the acceptance of funds up to \$36,015 with the terms and conditions within the grant agreement, the board further acknowledges that the town is responsible for 50% of the matching funds.

- **Made by:** B. Gustafson

- **Seconded by:** S. Hamilton

- **Vote:** All in favor

- **Moulton Ridge Road Tree Trimming**

- Chief Cain reported that the trimmings is going to start May-June timeframe, nothing is confirmed at this time.

- **Town of Exeter call**

- The department responded to the call of 4 armed subjects shooting a gun and officers that responded were assaulted and the subjects fled. 3 have been apprehended and one is still at large. They are known to be affiliated with a gang in Massachusetts. There is still no comments on why they were in the area and what was actually happening.

- **Fire Department:**

- **Speaker:** Jeffrey DiBartolomeo

- **Details:** Chief Jeffrey provided updates on several ongoing projects:

- **Insulation Project:** The fire station insulation project is ongoing, with spray foam insulation being applied to various areas. This project is expected to improve energy efficiency and comfort within the station.

- **EOC Radio Project:** The Emergency Operations Center (EOC) radio project is still in progress, with additional brackets needed for installation. The state will assist with the final installation of the radios.

- **Radiological Emergency Response Plan:** Chief Jeffrey discussed the development of the hazard mitigation plan, which aims to identify and address potential hazards within the town. He requested approval of the plan. R. Gustafson asked if there were any specific areas of change within the document. S. Hamilton stated that there is a section in the plan for the selectboard and she asked about training. Information will be sent to the board members about the training.

- **Motion:** To formally adopt the Radiological Emergency Response Plan.

- **Made by:** R. Gustafson

- **Seconded by:** S. Hamilton

- **Vote:** All in favor

- **Town Clerk's Office:**

- **Speaker:** Sarah Wiggin

- **Details:** The town clerk's office is facing upcoming changes due to upcoming RSA 261:141 changes, some of these will be a difference in fees and procedures. These changes will affect how documents are processed and fees for various services. The office is working to ensure a smooth transition and keep residents informed.

- **Approval of Open Air Assembly Permit**

- **Speaker:** Karen Parker Feld

- **Details:** The board discussed the open air assembly permit for the farm store concerts. The concerts are scheduled to take place throughout the summer, and the permit ensures that all necessary regulations are met. The emergency plan will be updated and given to the department heads and with that clarification there are no issues with the proposed use or permitting. This is the sixth year of these concerts being held by Crows Feat Farm. June 22nd will be the first concert.
 - **Motion:** To approve the open air assembly permit for Crows Feat Farm as discussed.
 - **Made by:** R. Gustafson
 - **Seconded by:** S. Hamilton
 - **Vote:** All in favor

- **Recreation Committee Update**

- **Speaker:** Donna Carter

- **Details:** Donna discussed challenges in hiring coordinators and counselors for the summer camp program. The state has implemented new rules requiring the director to be at least 21 years old and 80% of counselors to be 18 or older. Donna requested approval to negotiate salaries based on experience to attract qualified candidates. B. Solomon asked if they could put a limit on the amount to offer instead of just giving them a blanket amount. D. Carter was concerned with not offering enough to get candidates for the positions.
 - **Motion:** To hire Ms. Vidala as the coordinator at \$22-\$23 per hour for the 2025 summer camp season if summer camp is held.
 - **Made by:** S. Hamilton
 - **Seconded by:** R. Gustafson
 - **Vote:** All in favor
 - **Motion:** To allow the recreation committee to post positions at negotiable salaries within the budget.
 - **Made by:** S. Hamilton
 - **Seconded by:** R. Gustafson
 - **Vote:** All in favor

- **Conservation Commission Update**

- **Speaker:** Norman DeBoisbriand

- **Details:** N. DeBoisbriand thought that the Conservation Commission was presenting something to the board. He believes that the lot line and the closed sign have not been resolved yet. Conservation Commission was unable to meet with the board at the last meeting and the board is looking to have a meeting with

everyone together. The board discussed ongoing issues with beavers and the need for delineation of lot lines.

- **Appointments for Town Positions**

- **Speaker:** Unspecified

- **Details:** The board made several appointments to various town positions with specified expiration dates.
- **Motion:** To appoint Matthew Armstrong as Road Manager for the Town of Kensington with an expiration date of April 2026.
- **Made by:** S. Hamilton
- **Seconded by:** R. Gustafson
- **Vote:** All in favor
- **Motion:** To appoint Angelo Rignoli as Building Inspector and Code Enforcement Officer with an expiration date of April 2026.
- **Made by:** S. Hamilton
- **Seconded by:** R. Gustafson
- **Vote:** All in favor
- **Motion:** To appoint Robert Fee Jr. as Electrical Inspector with an expiration date of April 2026.
- **Made by:** S. Hamilton
- **Seconded by:** R. Gustafson
- **Motion:** to appoint Justin McLane to the Planning board with expiration of April 2028.
- **Motion by:** S. Hamilton
- **Seconded by:** R. Gustafson
- **Motion:** To appoint Mark Craig to the Zoning Board of Adjustments with expiration date of April 2028
- **Made by:** S. Hamilton
- **Seconded by:** R. Gustafson
- **Vote:** All in favor
- **Motion:** To appoint William Ford to the Zoning Board of Adjustment with the expiration date of April 2028.
- **Made by:** S. Hamilton
- **Seconded by:** R. Gustafson
- **Motion:** to appoint Sydnee Goddard to the Conservation Committee with expiration of April 2028.
- **Motion by:** S. Hamilton
- **Seconded by:** R. Gustafson
- **Motion:** To appoint Sarah Turcott to the Kensington Recreation and Social Committee with expiration date of April 2028
- **Made by:** S. Hamilton
- **Seconded by:** R. Gustafson
- **Vote:** All in favor
- **Motion:** To appoint Courtney Brady to the Kensington Recreation and Social committee with the expiration date of April 2028.
- **Made by:** S. Hamilton
- **Seconded by:** R. Gustafson

- **Motion:** to appoint Lynne Monroe as a member of the Heritage Commission with expiration of April 2028.
- **Motion by:** S. Hamilton
- **Seconded by:** R. Gustafson
- **Motion:** To appoint Steven Mallary as a member of the Heritage Commission with expiration date of April 2028.
- **Made by:** S. Hamilton
- **Seconded by:** R. Gustafson
- **Vote:** All in favor
- **Motion:** To appoint Elaine Kaczmarek as an alternate member of the Heritage Commission with expiration date of April 2028.
- **Made by:** S. Hamilton
- **Seconded by:** R. Gustafson
- **Motion:** to appoint Jeffrey DiBartolomeo as the Fire Chief, Emergency Management Director and Fire Warden with expiration of June 30, 2026.
- **Motion by:** S. Hamilton
- **Seconded by:** R. Gustafson
- **Approval of Civic Plus Contract- Town Website**
- **Speaker:** Kathleen T Felch
 - **Details:** Kathleen discussed the need to migrate the town's website to a new platform provided by Civic Plus due to the current platform being discontinued. The new platform will offer improved design capabilities, unified communication tools, and enhanced security features. The yearly cost will be \$4,272.50. There will be training for those who update the website by Civic Plus.
 - **Motion:** To accept the Civic Plus quote of \$4,272.50 for website migration with the current year cost to remain the same, new fees to be implemented in 2026.
 - **Made by:** R. Gustafson
 - **Seconded by:** S. Hamilton
 - **Vote:** All in favor
- **Public Safety and Building Committee Update**
- **Speaker:** Jeffrey DiBartolomeo
 - **Details:** Letters have been sent out to land owners, and the next meeting is scheduled at the fire station.
- **Approval of Veteran Total Disability Tax Credit**
- **Speaker:** K. Felch
 - **Details:** The board discussed the qualification of a resident for the total disability tax credit. The resident has provided the necessary documentation to qualify for the credit.
 - **Motion:** To approve the qualified veteran for the total disability tax credit for Map 8 Lot 35.
 - **Made by:** S. Hamilton
 - **Seconded by:** R. Gustafson
 - **Vote:** All in favor

- **Approval of Form MS-232**
- **Speaker:** K. Felch
 - The board reviewed and signed off on the MS 232 form that states all the recently voted in appropriations. No motions were needed.
- **Approval of New Hampshire Retirement System Participation**
- **Speaker:** Kathleen T Felch
 - **Details:** Kathleen discussed the inclusion of town employees in the New Hampshire Retirement System. This system provides retirement benefits for eligible employees, and the town will contribute a portion of the costs.
 - **Motion:** To participate in the Employee New Hampshire Retirement System effective July 1, 2025.
 - **Made by:** S. Hamilton
 - **Seconded by:** R. Gustafson
 - **Vote:** All in favor
 - S. Hamilton read the following motion:
 - The Town of Kensington at a meeting of the Board of Selectmen of the town of Kensington in the country of Rockingham and the State of NH, legally called on the 7th day of April 2025, the following resolution was offered by Kathleen T Felch, Town Administrator:
 - Be it resolved: That the Town of Kensington will elect to approve the inclusion of its officers and employees in the New Hampshire Retirement System of the State of New Hampshire, as provided for by RSA 100-A (supp), for the employees of the Town of Kensington to be effective July 1, 2025.
 - **Seconded by :** R. Gustafson
 - **Vote:** All in favor.
- **Building Inspector Update:**
 - G. Rignoli wanted the board to know that he is working on a demolition of the building located at 183 Amesbury Road. He is in contact with the insurance company and the homeowner.
- **PSNH Letter:**
 - The board has to request information from the utilities so that the town can tax them correctly. The form letter was signed by the board members.
- **Coffee Club at the Grange:**
 - Grange would like to sponsor the coffee club for local members to get together, this will be open to the public and the Grange would fill out the application for them. The recreation committee has been doing a teatime with the school children and this is different. It has nothing to do with what the recreation committee is doing. B. Solomon believes that the recreation committee should be talked to before signing off on this use. The board representative will bring this use to the committee to get their thoughts.
- **Approval of Dell Technologies Bill- PD email migration**
- **Speaker:** K Felch
 - **Details:** The board reviewed and approved the Dell Technologies bill for police email migration. This migration is necessary to ensure secure and efficient communication within the police department. The towns has a grant that will pay

- 275 \$5000 of the cost for 3 years and after that time the town will be responsible for
276 the entire amount. The total yearly cost is \$7,943.25 for the pd migration.
277 ○ **Motion:** To accept the Dell Technologies bill for \$7,943.25 for police email
278 migration licenses.
279 ○ **Made by:** S. Hamilton
280 ○ **Seconded by:** R. Gustafson
281 ○ **Vote:** All in favor
282 • **Budget Review**
283 • **Speaker:** Kathleen T Felch
284 ○ **Details:** Kathleen reviewed the town's budget and expenditures. She provided
285 detailed information on the current financial status and discussed any adjustments
286 needed to ensure the budget remains balanced.
287 • **Board member Responsibilities:**
288 ○ The board members went through the list of items and each member committed
289 themselves to be either liaisons or representative of the board. B. Solomon took
290 the chairman's responsibilities for the year.
291 • **Approval of Meeting Minutes**
292 • **Speaker:** K. Felch
293 ○ **Details:** The board reviewed and approved the meeting minutes from previous
294 meetings.
295 ○ **Motion:** To approve the meeting minutes from February 17 and March 3, 2025.
296 ○ **Made by:** B. Solomon
297 ○ **Seconded by:** R. Gustafson
298 ○ **Vote:** Both in favor. S. Hamilton was not at those meetings and did not vote.
299 ○ **Motion:** To approve the meeting minutes from March 24, 2025.
300 ○ **Made by:** R. Gustafson
301 ○ **Seconded by:** S. Hamilton
302 ○ **Vote:** All in favor
303 • **Next meetings will be held on**
304 ○ April 21, 2025
305 ○ May 5, 2025
306 ○ May 19, 2025
307 • **Adjournment**
308 ○ **Motion:** To adjourn the meeting.
309 ○ **Made by:** B. Solomon
310 ○ **Seconded by:** R. Gustafson
311 ○ **Vote:** All in favor
312 ○ **Time:** 8:33pm