

**Kingston, New Hampshire
Board of Selectmen
Meeting of April 22, 2024
FINAL MINUTES**

The meeting was called to order at 6:00 PM.

PRESENT: Chair Electra Alessio; Vice Chair Glenn Coppelman, Charles Hart, Laureen Szwed, Peter Bakie, Select Board Members

NON PUBLIC SESSION

MOTION: by Selectman Coppelman, to adjourn public session and enter non-public session at 6:00 PM, per RSA 91-A:3, II, (a) and (l) to discuss personnel and legal advice.

SECOND: by Selectman Hart

All in favor via roll call vote

The Board returned to public session at 6:34 PM.

Discussed in non-public session: Personnel, legal advice

Motion made to seal minutes of non-public sessions.

Motion made by Selectman Hart, seconded by Selectman Coppelman, because it is determined that divulgence of this information likely would...

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

Render a proposed action ineffective

Pertains to preparation or carrying out of actions regarding terrorism

Roll Call Vote to Seal Minutes:

Electra Alessio	Y	Charles Hart	Y		
Laureen Szwed	Y	Glenn Coppelman	Y	Peter Bakie	Y

Motion: PASSED

APPOINTMENTS: None

Public Comment 1: None heard

COMMITTEE LIAISON REPORTS

Selectman Bakie said he had talked with the Police Chief about the shooting complaints on Little River Road. This is to be taken over by Code Enforcement and will be out of Police Department jurisdiction.

Selectman Hart said that the Budget Committee will be meeting on Wednesday; he also said he had had the Finance Director provide a printout showing the budget compared to actual expenses through March, which he would like the Board to review at the next meeting. The budget committee meetings are to be recorded, so Chair Stacy Dion will be notified of this and that she will need to budget for Adam Faulconer's hours.

Selectwoman Szwed reported on the meeting that was held to share information about the Grace Daly barn and disposition of the "ell". This included representatives of this Board, the Heritage Commission, the Historic District Commission, and the Museum Committee. She said the "ell" can't be moved without falling apart, so the contractor will

be consulted and if the work can't be done without moving the "ell", another meeting will be held.

Selectman Coppelman said he had had a conversation with the Recreation Director about installing security cameras at various Recreation sites. This is not in the budget.

Action: Selectman Coppelman will ask the Recreation Director to get an estimate on the cost of adding security to Recreation sites from the vendor who has done the other security work in Town.

Selectman Coppelman said that after the Board voted last week to change the name of the Solar Committee to the Energy Committee, he had contacted the committee members to let them know of the name change and that the scope will be broader. He said that the members will not need to be reappointed as it is a related area. He will be working with Chair Rick Russman on future meeting dates and looking into such things as community power.

Selectman Coppelman also reported that he had had an initial conversation with DPW Director Phil Coombs regarding the municipal water utility; they exchanged ideas of what they knew about the history of the effort, going back to working with an attorney in 2002. He said it was in 2011 that the warrant article passed that authorized the Board to establish a municipal water district. This gave the Town protection of its water rights from outside agencies that might want to pipe water out of town. He said that the water is not only a resource to be protected as a supply of potable water for the town, but also is a possible revenue stream in the future. He said he is now asking the Board for permission to make initial contact with the same attorney that did all the background work, to discuss possible next steps on how this can be structured.

MOTION: by Selectman Coppelman, that he be authorized to contact Attorney Ratigan to potentially engage him in helping to structure a water utility going forward.

SECOND: by Selectwoman Szwed

There was a discussion of the history of the topic; Selectman Hart said there had been an instance of a company in a neighboring town that could drill sideways and take water from Kingston and the town would have no control over it, and the law being passed gave them that control. He said however that going forward it seems like a massive project, financing wise. Selectman Coppelman said that this initial step is to understand the scope of the project, and putting pipes in the ground is another story, which would require bonding and seeking government grants.

Selectman Bakie said he is concerned that rules and regulations may change, and that the town will invest all this information into a preliminary setup that will need to be done all over again when it's time to go forward with a project. Selectman Coppelman said that the RSA that governs this has been in place for a while and doesn't change much. He also said that in this first step the Town is only making sure that the legal structure is in place when it is ready to move forward.

In further discussion it was noted that the Board had gotten permission from the voters to purchase a piece of land off New Boston Road that has been identified as a potential water source, but so far the sale has not gone through as the land owner has not given the go-ahead. Director Coombs is working on contacting the owner.

All in favor

Action: Selectman Coppelman will contact Attorney Ratigan to begin a conversation about structuring a water utility.

Selectwoman Alessio said the topic of Saddle Up had come up at the Planning Board, as the owners had thought they could send a letter and get permission for outdoor music. She said she had looked into problems from last year which included the difficulty of planning the 10 events allowed around bad weather. The Administrative Assistant confirmed that both Saddle Up and the Draft House had been told they would need Site Plan amendments to allow outdoor music going forward. The Board had received a copy of a letter from Planner Glenn Greenwood responding to Saddle Up.

Noting that the Board had received a copy of a letter from a Hampstead resident about the cell tower that is before the Planning Board for approval, Selectwoman Alessio said the location had been moved further back on the property but there were several people from Hampstead who are still unhappy about it. Selectman Coppelman said that this letter is not signed, and that it is the purview of the Planning Board anyway.

OLD BUSINESS

Power Poles, Unauthorized equipment - update

The Chair said information from Town Counsel had been reviewed in non-public session and the Board had voted to move the matter over to DTC Lawyers, Attorney Ratigan, for further action. Information about a committee formed through the Public Utilities Commission will also be shared with the attorney.

Action: Ms. Ayer will send the waiver and retainer paperwork, once signed by the Chair, to Attorney Ratigan with all information to date and instruct him to move forward.

74 Little River Road - Noise Ordinance

This matter has been turned over to Code Enforcement for any continuing or new complaints from neighbors about gun noise. Code Enforcement Officer Pedro Avila will be trying to work out an amicable resolution.

Evaluation Forms

The Finance Director informed the Board that all the forms had already been approved; once the employee evaluations of their supervisors come back (due on Friday), the evaluations of the supervisors by the Board will begin.

NEW BUSINESS

Electrical Service on the Plains

DPW Director Phil Coombs reported that he had had a meeting on site with the Town's Electrical Inspector last October. He noted two issues regarding this were funding (it was initially to be funded through American Recovery Plan Act (ARPA) funds, until the focus moved to Town Hall and stairs renovations), and that he was awaiting guidance from the Kingston Days committee about what they needed for service. Now that the Kingston Days committee has been dissolved due to not holding the event this year, he is still hoping to consult with stakeholders to determine the final disposition of where the panel should go and what needs correcting. He noted that for the upcoming Fire Association event, vendors will bring their own generators.

There was a discussion about the project, which will entail the DPW digging trenches and Kingston Electric running wires. How to pay for this was discussed as well.

Interested parties who have events on the Plains were identified as the school (Cross Country meets), Heritage, the Museum and Kingston Days.

Action: Selectman Bakie and Director Coombs will find a map of the Plains and sketch out a plan, then gather with the “stakeholders” to get their input.

BOARD BUSINESS

Cow Patty Contest deed sales

The Town Clerk has agreed to sell Cow Patty contest deeds from her office again, for the event to take place at the end of June.

Action Items

Selectwoman Szwed said she suggested this structure should be added to the discussions and the minutes, to avoid misunderstandings. She said a lot of discussions are left open-ended. The minutes will reflect action to be taken, in bold.

Board Initiatives - assign follow up

The Chair will finalize the list of Board initiatives that was created last week, and members will be assigned for follow-up at the next meeting.

Action: Chair Alessio will share finalized list next week.

Facilities Maintenance Request Policy - finalize

Selectwoman Szwed said that after a previous discussion, she had added language to make it clear that those with a request in on the DPW’s portal will not receive status reports except when it is finished; they will need to go in manually to check the status.

Motion: by Selectwoman Szwed, to approve the Facilities Maintenance Request Policy as amended.

Second: by Selectman Coppelman

All in favor

PUBLIC COMMENT 2: None heard

CORRESPONDENCE, APPLICATIONS, PURCHASE ORDERS

- **Application to use the Plains for a yoga class on June 21 - approved pending receipt of fee, set at \$50 for this one-time event (Motion by G. Coppelman, Second by C. Hart, approved by all).**
- **One cemetery deed was signed**
- **One solar exemption was approved**
- **A facilities use application for the Library to hold a “flying dogs” event to kick off their summer reading program was approved (Motion by G. Coppelman, Second by L. Szwed, approved by all).**
- **One excavation intent was signed**
- **Engagement letter to retain Attorney John Ratigan:**

Motion: by Selectman Coppelman, to authorize the Chair to sign the waiver of conflict and engagement letter with Attorney Ratigan of DTC Lawyers, so that he may counsel the Town on the matter of double power poles.

Second: by Selectman Hart

All in favor

Town Hall projects

Selectman Bakie asked for clarification on the next steps for the rebuilding of the front stairs. Director Coombs said he is waiting to hear back from the architect. Selectman Bakie questioned whether the architect would be redesigning the stairs, as it is an engineering matter; Director Coombs said that the architect will be quarterbacking all of the different projects at the Town Hall and will contact various engineers as needed. He said the architect was just getting eyes on the situation and will put forward an updated proposal.

Director Coombs said that if anyone knows a good block mason, someone is needed for repairs to the South Fire Station. He said it is a job that so far no one he has talked to wants to take on.

APPROVAL OF MEETING MINUTES:

MOTION: by Selectman Hart, to approve the public and non-public minutes of April 15, as written.

SECOND: by Selectwoman Szwed

All in favor

Meeting Adjourned at 7:32 PM

Respectfully submitted:

Susan H. Ayer, Administrative Assistant to the Select Board