TOWN OF EAST KINGSTON, NH
SELECTMEN'S PUBLIC MEETING MINUTES
MONDAY, APRIL 25, 2016

7:00PM – Fire Chief Ed Warren


Ms. Pettinato called this Selectmen’s Public meeting to order at 6:30PM.

It was noted Chief Warren was unable to attend this evening and will reschedule his appointment for 7:00PM on May 9th.

MINUTES: The Board reviewed the Selectmen’s Public Meeting Minutes dated 04/11/16.

Mr. Dworman MOTIONED to approve the Selectmen’s Public Meeting Minutes dated 04/11/16 as presented. Ms. Pettinato seconded. Motion carried 2-0.

CHECK REGISTERS/POLICE DETAILS: The Board reviewed the check register dated 04/20/16 – 04/22/16 in the amount of $28,490.21 and the police special detail list in the amount of $2,730.00 dated 04/07/16 – 04/18/16.

It was noted that Ms. Pettinato reviewed the accounts payable prior to its approval at this meeting.

Mr. Dworman MOTIONED to approve and sign the check register dated 04/13/16 – 04/22/16 as presented based upon Ms. Pettinato’s prior review. Ms. Pettinato seconded. Motion carried 2-0.

Mr. Dworman MOTIONED to approve and sign the police special detail list as presented. Ms. Pettinato seconded. Motion carried 2-0.

APPOINTMENT: The Board reviewed the following appointment for their approval and signature based upon the recommendation of the Conservation Commission Chairman, Dennis Quintal as well as a letter of interest from Robert Courchesne dated April 14, 2016:

Robert Courchesne, Conservation Commission Member, effective 04/28/16 – 03/31/19

Mr. Dworman MOTIONED to approve and sign the 2016 appointment as stated above based upon Mr. Courchesne’s letter of interest as well as the recommendation of Mr. Quintal. Ms. Pettinato seconded. Motion carried 2-0.

VETERANS' CREDIT: The Board reviewed an application for a Veterans’ Credit for Mary E. Akin, the surviving spouse of John R. Akin, III, 14 Cricket Hill Road, MBL #08-02-19-21 for the total amount of $500.

Mr. Dworman MOTIONED to approve and sign the Veterans’ Credit for Mary E. Akin, the surviving spouse of John R. Akin, III, 14 Cricket Hill Road, MBL #08-02-19-21 for the total amount of $500, noting all criteria has been met for approval. Ms. Pettinato seconded. Motion carried 2-0.

WOLDRIDGE LANE: The Board reviewed a deed prepared by Bart Mayer, Town Counsel to convey all of the Town of East Kingston’s rights, title and interest in the premises described as “Parcel A” in the deed of LaNoria Development Corporation dated April 16, 2003 and recorded in the Rockingham County Registry of Deeds at Book 4007, Page 1759 to Crystal Dot Realty, LLC as approved by the voters via Warrant Article #12.

Mr. Dworman MOTIONED to approve and sign the deed to convey all of the Town of East Kingston’s rights, title and interest in the premises described as “Parcel A” in the deed of LaNoria Development Corporation dated April 16, 2003 and recorded in the Rockingham County Registry of Deeds at Book 4007, Page 1759 to Crystal Dot Realty, LLC as approved by the voters via Warrant Article #12.
Realty, LLC as approved by the voters via Warrant Article #12 as presented. Ms. Pettinato seconded. Motion carried 2-0.

**LUCT:** The Board reviewed a Land Use Change Tax Release, Form A-5, from David & Cynthia Sullivan for property located at 42 Clement Lane (MBL #11-03-08) & 34 Clement Lane (MBL #11-03-14).  
Mr. Dworman **MOTIONED** to approve and sign the Land Use Change Tax Release, Form A-5, from David & Cynthia Sullivan for property located at 42 Clement Lane (MBL #11-03-08) & 34 Clement Lane (MBL #11-03-14). Ms. Pettinato seconded. Motion carried 2-0.

**PRIMEX:** The Board reviewed correspondence dated April 13, 2016 from Primex, the Town’s current insurance company in regard to Workers’ Compensation and Unemployment insurance coverage, in which they enclose their proposal for Property and Liability coverage as the Town’s current carrier Property Liability Trust can no longer offer this coverage effective June 30, 2016.
Ms. Hurteau explained she requested Primex put together this proposal and has worked with them over the past couple of months to provide the necessary application, background information then met with David Witham, CRM, Risk Management Supervisor of Primex on Wednesday, April 6th to interview for a Service and Needs Assessment.

Ms. Hurteau continued she also met with Shelley Walts, Member Services Consultant on Wednesday, April 13th to go over their proposal. She added Primex’s quote fell within the amount she budgeted for Property Liability insurance for 2016 and the Town can also receive a Multi-Program discount of $3,547 on the Property Liability coverage plus a savings of approximately $1,000 per year on the current Workers’ Compensation coverage as a result.

Ms. Hurteau requested, based upon her research, the Selectmen vote to transfer the Town’s Property Liability coverage to Primex and go to a calendar year renewal, as well, to come into line with the Workers’ Compensation and Unemployment coverage.

Ms. Hurteau stated that she went over this information with Mr. Poclaert prior to his leaving for vacation and he requested she convey his support of this proposal to the other Board members in his absence.

Mr. Dworman **MOTIONED** to approve the transfer the Town’s Property Liability coverage to Primex and go to a calendar year renewal, as well, to come into line with the Workers’ Compensation and Unemployment coverage. Ms. Pettinato seconded. Motion carried 2-0.

**POLICE STATION:** Mr. Dworman stated Mr. Poclaert solicited a quote for repair work on the heating/HVAC system at the Police Station and noted the system has had ongoing problems since its installation.

Following discussion, Mr. Dworman and Ms. Pettinato determined they would request a second or even third opinion before proceeding with the repair work.

**DEPUTY HEALTH OFFICER:** Ms. Pettinato stated AnnaCarrie Ash received Ms. Hurteau’s letter in regard to her interest in the position of Deputy Health Officer and agreed to accept the position.

Ms. Hurteau replied she had included an application for the State appointment along with the letter to Ms. Ash, filled in all the information possible and requested Ms. Ash complete the highlighted areas and return it so it could be forwarded to the State.

**NEWSLETTER:** Ms. Pettinato stated she’d received a lot of interest from residents in producing a small Town newsletter for distribution in the 55+ communities, Town Offices and Library for those who do not own computers, as well as those who prefer to read Town news from a paper copy.
Ms. Pettinato indicated the newsletter would likely include a brief “blurb” on each department and be no more than two to three pages.

Mr. Dworman replied he thought it was a good idea and another way to improve communication with the residents of East Kingston.

Ms. Pettinato stated she also received many offers from volunteers willing to assist in producing the newsletter.

**ROAD AGENT:** Mr. Dworman stated he had spoken with the Road Agent, Mark Brinkerhoff about the offer from the owners of the property on the corner of Rte. 107 and Willow Road to take down the fence around their property that partially obscures the sight of vehicles attempting to enter Rte. 107 from Willow Road.

Mr. Dworman continued the Town would not normally take down a fence on private property, but in this case to improve the sight distance and as a safety measure at a dangerous intersection, they should make an exception.

Ms. Pettinato questioned whether or not quotes should be requested on the project or does this fall under the purview of the Road Agent.

Mr. Dworman agreed there is a Purchasing Policy in place and that is a good question, but he would say it falls under the scope of work for the Road Agent and Mr. Brinkerhoff had offered to take down the fence at his hourly rate plus the cost of one helper.

**CONSERVATION COMMISSION:** The Board acknowledged receipt of Conservation Commission meeting minutes of their meetings held on January 11, 2016 and March 14, 2016 for their review and information. It was noted the February meeting was cancelled due to the weather conditions.

**CALENDAR:** The following dates were noted: 04/26-Fire Training, 04/27-Bills & Monthly Timesheets Due 8:00AM, 04/28-ZBA Meeting (as needed), 04/30-Blood Drive/Town Hall 10:00AM-3:00PM, 05/01-Fire Association Meeting 7:00PM, 05/04-Bills & Bi-Weekly Timesheets Due 8:00AM, 05/08-Happy Mother’s Day, 05/09-Conservation Commission Meeting 5:00PM, Selectmen’s Meeting 6:30PM.

Mr. Dworman **MOTIONED** to adjourn this Selectmen’s Public meeting at 7:15PM. Ms. Pettinato seconded. Motion carried 2-0.

Respectfully submitted,

Cherrill A. Hurteau
Town Office Manager

Richard S. Poelaert  Matthew B. Dworman  Erin J. Pettinato

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