

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

MINUTES: The Board reviewed the Selectmen’s Public & Non-Public Meeting Minutes A & B dated 08/23/16.

Mr. Dworman MOTIONED to approve the Selectmen’s Public & Non-Public Meeting Minutes A & B dated 08/23/16 as presented. Chairman Poelaert seconded. Motion carried 3-0.

CHECK REGISTERS/POLICE DETAILS: The Board reviewed the check register dated 08/24/16 – 09/09/16 in the amount of $701,538.98 and the police special detail list in the amount of $2,910.00 dated 08/11/16 – 09/06/16.

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

Chairman Poelaert MOTIONED to approve and sign the check register dated 08/24/16 – 09/09/16 as presented based upon Ms. Pettinato’s prior review. Mr. Dworman seconded. Motion carried 3-0.

Ms. Pettinato MOTIONED to approve and sign the police special detail list as presented. Mr. Dworman seconded. Motion carried 3-0.

PRIMEX: The Board reviewed a Property & Liability Program (CAP) for Calendar Year 2017 through Calendar Year 2019 for the Town’s Property & Liability Program through Primex.

It was noted for members who have demonstrated commitment to the Primex3 pool, CAP provides stability by creating a limit on the Town’s Property & Liability contributions for future renewals and a maximum 9% increase of the prior year’s contribution for January 1, 2017 to December 31, 2017, January 1, 2018 to December 31, 2018 and January 1, 2019 to December 31, 2019 contributions.

It was noted the percentage listed is a maximum and actual increases will not exceed that percentage, but could actually be lower, based on each member’s and the pool’s risk management performance and exposure changes.

Ms. Pettinato MOTIONED to approve and sign the Primex Property & Liability Program CAP Agreement as described above as presented. Mr. Dworman seconded. Motion carried 3-0.

DEPT. OF LABOR: Ms. Hurteau informed the Board her request for extension to the Department of Labor to have the illuminated exit lighting installed at the Fire Department and Town Offices building was granted until September 22, 2016.

Mr. Dworman explained Eric Thompson of Thomson Electric called him a week or so ago and said he would install the lighting ASAP.

POLICE STATION: Chairman Poelaert stated he did not hear back from the heating system person for the Police Station, but he will call him tomorrow.
SUPERVISORS OF CHECKLIST: Ms. Pettinato stated the Supervisors of the Checklist need a computer for the upcoming election in November. She added she spoke with the Police Chief and the software on the laptops won’t work for their purposes.

Mr. Dworman MOTIONED to approve the Supervisors of the Checklist spending up to $500 for a computer. Ms. Pettinato seconded. Motion carried 3-0.

Ms. Pettinato will contact Laura Walstal to let her know she has been approved to purchase a computer.

BILL GANNON: Mr. Gannon informed the Board he has received good feedback about the videos of Selectmen’s Meetings and he finds the audio adequate, but the acoustics in the room are bad. He added they receive 45-60 views per meeting and he would like to put a link to the Selectmen’s Meetings recorded on the Town website.

Mr. Gannon stated the microphones on the desks are too close and he needs to check into multi-directional mics and is currently reaching out to musicians for their suggestions. He added the Selectmen’s chairs are spread out and the folks in the audience are at least audible.

Mr. Gannon stated he will ask around and has already sent an email to other Towns and will see where that goes. He added he could possibly add a link on the Library site, as well.

GRANITE POSTS: Chairman Poelaert stated certain Town granite posts were been broken during snow plowing and he will ask Bob Hanscomb to repair them.

DEPARTMENT HEAD MEETING: Chairman Poelaert called the Department Head Meeting to order at 7:00PM.

Chairman Poelaert thanked everyone for coming adding the Town’s finances are in pretty good shape, but if anyone sees a bump in the road coming up to let the Board know. He asked the Department Heads to try for a 3% raise in budgets, but maybe the Board can try to do better for them.

Ms. Courchesne stated she is starting to run the numbers for the Library budget and she would like to increase wages for their employees maybe over 3% in order to give people what they deserve.

Chairman Poelaert responded it is your budget.

Mr. Dworman stated the Town is doing well on its current budget. He added the Selectmen will soon be setting the tax rate and didn’t have to use unexpended fund balance to offset the tax rate for 2016.

Mr. Dworman stated this coming year, the warrant article for the Fire Apparatus Capital Reserve Fund will be less than $100,000.

Mr. Dworman continued the 2017 tax rate will be based upon the approved 2016 budget and warrant articles and they can use unexpended fund balance to be sure there isn’t a large increase in the tax rate, but they try to keep the rate steady. He encouraged everyone to spend wisely and added he loves this Town and appreciates all the work all of the Department Heads do.

Chairman Poelaert asked the Trustees of the Trust Funds if they knew if they could take money out of surplus and pay off the bonds (Library building, Police Department building and Conservation Easement).

Mr. Day replied the Trustees of the Trust Funds deal with Capital Reserve Funds, but with outstanding debt there could be penalties for early repayment according to how the original loans were written.

Ms. Hurteau agreed the New Hampshire Municipal Bond Bank will not refinance or allow prepayment as they stick to the original agreement of the bonds in order to offer them to Town’s at a very low rate of interest.
Mr. Day pointed out that Chairman Poelaert asked Department Heads to hold the line at 3% budget increases and asked what the rate of inflation is this year and why the leeway to 3% as it doesn’t make sense.

Chairman Poelaert replied 3% increases for the smaller budgets doesn’t make a big difference, but for the Police and Fire Departments is big. Mr. Day replied don’t suggest 3% and meet with each Department separately to consider their needs.

Chairman Poelaert stated he did say they need to let them know if they foresee any bumps in the road or if there is no major crisis coming up. Mr. Day replied that is misleading and former Selectmen used to look long term and the rate of inflation.

Mr. Metcalf asked if the Selectmen go to the taxpayers for all expenses and if vehicles were in the budget. Mr. Dworman replied vehicles are planned for and the Town has never overspent the budget and never will.

Chief Warren pointed out that in some departments the bulk of the money budgeted is spent at the end of the year.

Mr. Brinkerhoff stated some cisterns are getting up in age and will be costly to replace. Mr. Dworman replied this has been discussed earlier by the Board and they need to know the details and life expectancy of each cistern and possibly create a Capital Reserve Fund for this purpose.

Mr. Dworman spoke about the Town Hall Committee who recently held their first meeting and will have a survey in regard to its future use at the upcoming general election. Chairman Poelaert added they want to get input from the people and they will soon also be looking at the Railroad Depot building, as well to determine its future.

Mr. Dworman stated there is not a single member on the Historical Committee and it is a shame. He added historical books were donated by the Marshall family with the history of East Kingston from 1738.

Mr. Dworman asked if there were any questions and there being none thanked all in attendance for coming this evening and adjourned the Department Head meeting at 7:25PM.

**NONPUBLIC SESSION:** Chairman Poelaert MOTIONED to go into a nonpublic session at 7:25PM under RSA 91-A-3, II: para (c) Matters, which if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting. The Board was polled and the results of the poll were: Richard S. Poelaert –Yes, Matthew B. Dworman – Yes, & Erin J. Pettinato - Yes.

The Board was polled & determined the divulgence of the information would render the proposed action ineffective & the information will be withheld from the public during the public meeting Minutes of September 12, 2016. The results of the poll were: Richard S. Poelaert –Yes, Matthew B. Dworman – Yes, & Erin J. Pettinato - Yes.

Chairman Poelaert MOTIONED to adjourn this Selectmen’s Non-Public meeting at 7:50PM. Mr. Dworman seconded. Motion carried 3-0.

**NONPUBLIC SESSION:** Chairman Poelaert MOTIONED to go into a nonpublic session at 7:50PM under RSA 91-A-3, II: para (c) Matters, which if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting. The Board was polled and the results of the poll were: Richard S. Poelaert –Yes, Matthew B. Dworman – Yes, & Erin J. Pettinato - Yes.

The Board was polled & determined the divulgence of the information would render the proposed action ineffective & the information will be withheld from the public during the public meeting Minutes of September 12, 2016. The results of the poll were: Richard S. Poelaert –Yes, Matthew B. Dworman – Yes, & Erin J. Pettinato - Yes.
Chairman Poelaert **MOTIONED** to adjourn this Selectmen’s Non-Public meeting at 8:30PM. Mr. Dworman seconded. Motion carried 3-0.

**CONSERVATION COMMISSION:** The Board acknowledged receipt of Conservation Commission minutes of their meeting held on July 11, 2016 for their review and information.

**CALENDAR:** The following dates were noted: 09/13-Fire Training 7:00PM, State Primary Election 8:00AM-7:00PM - EKES, 09/14-Bills Due 8:00AM, Fire Officers Meeting 7:00PM, 09/15-Planning Board Meeting 7:00PM, 09/18-Power of the Past Meeting, 09/20-EMS Training 7:00PM-Kingston Fire Station, 09/21-Bills and Bi-Weekly Timesheets Due 8:00AM, Cemetery Trustee’s Meeting 7:00PM, 09/22-ZBA Meeting 7:00PM (as needed), 9/23-Grange Meeting 7:30PM, 09/26-Selectmen’s Meeting 6:30PM.

Chairman Poelaert **MOTIONED** to adjourn this Selectmen’s Public meeting at 8:50PM. Ms. Pettinato seconded. Motion carried 3-0.

Respectfully submitted,

Cheryll A. Hurteau  
Town Office Manager

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