

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 dated 10/24/16.

Mr. Dworman MOTIONED to approve the Selectmen’s Public Meeting Minutes dated 10/24/16 as presented. Chairman Poelaert seconded. Motion carried 3-0.

Ms. Pettinato MOTIONED to approve the Selectmen’s Non-Public Meeting Minutes A, B and C dated 10/24/16 as presented. Chairman Poelaert seconded. Motion carried 3-0.

CHECK REGISTERS/POLICE DETAILS: The Board reviewed the check register dated 10/26/16 – 11/04/16 in the amount of $559,835.34 and the police special detail list in the amount of $1,810.00 dated 10/21/16 – 10/29/16.

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

Ms. Pettinato MOTIONED to approve and sign the check register dated 10/26/16 – 11/04/16 in the amount of $559,835.34. 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.

REQUESTS FOR DISBURSEMENT: The Board reviewed (2) Town Clerk/Tax Collector’s Requests for Disbursement as follows:

Desmond Dupuis, 80 Depot Rd., $15.00, refund of electronic pick-up sticker as he was unable to use it.
Davis Finch/Jean Topping, 91 South Rd., $27.00, overpayment of tax billing for MBL #13-01-03 due to LLA.

Ms. Pettinato MOTIONED to sign the Town Clerk/Tax Collector’s Request for Disbursement as stated above for Desmond Dupuis as presented. Mr. Dworman seconded. Motion carried 3-0.

Ms. Pettinato MOTIONED to sign the Town Clerk/Tax Collector’s Request for Disbursement as stated above for Davis Finch and Jean Topping as presented. Mr. Dworman seconded. Motion carried 3-0.

ABATEMENT: The Board reviewed the following Application for Abatement (In-House):

Northeast Family YMCA, Inc., 140 Haverhill Rd., MBL #10-02-01, $498

It was noted one property card was added for additional outbuildings in 2016, which created an assessment card of $20,100, but the assessing company failed to check the box for Charitable Exemption on that card so a tax bill was created and the need for an in-house exemption to rectify it.
Ms. Pettinato **MOTIONED** to approve and sign the Application for Abatement (In-House) as stated above. Chairman Poelaert seconded. Motion carried 3-0.

**HARTMANN OIL & PROPANE:** The Board reviewed Price Protection Agreements from Hartmann Oil & Propane to lock in prices for #2 Oil at $1.90 per gallon (Account #17742-01) and Propane at $1.20 per gallon (Account #17742-00) from October 1, 2016 through May 31, 2017.

Ms. Pettinato **MOTIONED** to approve and for the Chairman to sign the Price Protection Agreements from Hartmann Oil & Propane to lock in prices for #2 Oil at $1.90 per gallon (Account #17742-01) and Propane at $1.20 per gallon (Account #17742-00) from October 1, 2016 through May 31, 2017 as presented. Mr. Dworman seconded. Motion carried 3-0.

**HEALTH TRUST:** The Board acknowledged receipt of correspondence received on October 25, 2016 from HealthTrust the Town’s insurance providers quoting renewal rates for medical coverage for the period of January 1, 2017 through December 31, 2017. It was noted the rates for single, 2-person and family plans are up 5.3% with no rate increases for dental, life and long term disability coverage.

The Board determined they will look at alternative plans before making a final decision.

**AVITAR:** The Board acknowledged receipt of correspondence dated October 25, 2016 from the Town’s assessing company, Avitar Associates of New England, Inc. notifying them of a possible current use violation on Clement Lane as well as a photocopy of the correspondence of the same date notifying the property owners.

**HOLIDAYS:** The Board reviewed the list of 2017 holidays for their approval.

Ms. Pettinato **MOTIONED** to approve the 2017 holidays as presented. Mr. Dworman seconded. Motion carried 3-0.

**MAINSTAY TECHNOLOGIES:** The Board acknowledged receipt of a quote from Mainstay Technologies for a Meraki Wireless Access point for the Town for the total amount of $1,402.91.

**WARRANT ARTICLES:** Ms. Hurteau reminded the Selectmen to consider whether they want to amend the warrant article for solar exemptions and repeat the warrant article in regard to appointing a Road Agent for the 2017 warrant.

**SEALED BIDS:** At 6:45PM, the Board opened sealed bids received by the deadline of Monday, November 7th at 12:00PM as follows:

Greenwood Emergency Vehicles (Brunswick, ME) - $505,493 due upon delivery with a 10% discount for early payment in full and a delivery timeframe of 270 days.

Lakes Region Fire Apparatus, Inc. (W. Ossipee, NH) - $464,500 due upon delivery with a discount of $6,504 for early payment in full and a delivery timeframe of 207 days.

Mr. Dworman stated they will not approve the bid tonight, the Fire Department will decide.

Chairman Poelaert agreed the Fire Department decides adding the apparent low bidder is Lakes Region Fire Apparatus, Inc.

Mr. Dworman stated the Fire Department needs an opportunity to review each bid in detail.

Chief Warren requested the Board vote to award the bid to Lakes Region Fire Apparatus, Inc. based upon it meets the specs to move the process along.
Chairman Poelaert MOTIONED to award the bid to Lakes Region Fire Apparatus, Inc. (W. Ossipee, NH) - $464,500 due upon delivery with a discount of $6,504 for early payment in full and a delivery timeframe of 207 days based upon it meets the specifications. Ms. Pettinato seconded. Motion carried 3-0.

NONPUBLIC SESSION: Chairman Poelaert MOTIONED to go into a nonpublic session at 6:50PM under RSA 91-A-3, II: para (d) Consideration of the acquisition, sale, or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general public. 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 November 7, 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 7:05PM. Mr. Dworman seconded. Motion carried 3-0.

POLICE DEPT.: Police Chief Tim Connell met with the Board at 7:05PM to present his revised 2017 proposed budget for the Police Department.

Chief Connell stated he revised his budget as requested by the Selectmen and reduced the line item for miscellaneous equipment to be under the threshold of 3% and other than that, everything remains the same.

Chief Connell continued he sacrificed equipment for safety as he thought training was more important if cuts had to be made. He added he will try to obtain grants to make up for some of it.

Mr. Dworman MOTIONED to approve the amended 2017 Police Department budget for a total including warrant articles of $760,227 representing an overall increase of 2.89%. Ms. Pettinato seconded. Motion carried 3-0.

The Board thanked Chief Connell for meeting with them and he left the meeting at 7:12PM.

TRUSTEES OF THE TRUST FUNDS: The Board met with Trustees of the Trust Funds Roby Day, Ted Lloyd and Albert Dittman at 7:12PM.

Mr. Lloyd provided the Board members with a handout outlining their requirements for meeting space and records storage based upon advice from the State Department of Justice and their legal counsel.

Mr. Lloyd stated the Pound School option they discussed at the last Selectmen’s Meeting is an acceptable meeting space with a plan for records storage, but does not work as it is not ADA (American Disabilities Act) compliant and the budget and timing to make it so are unknown so is unacceptable until that can be accomplished.

Mr. Lloyd continued the East Kingston Elementary School option is unacceptable as following a telephone conversation with the Principal, Steve Tullar, their access would be subject to school officials and schedules, there is no space for records storage and they do not know if there is a meeting room available with privacy for non-public sessions.

Mr. Lloyd stated the East Kingston Public Library option is unacceptable as the email received from Tracy Waldron, Library Director stated they would only have access during Library open hours, there is no space available for records storage, no meeting room available and no privacy for non-public sessions.

Mr. Lloyd stated in regard to the Town Offices option, their request has been on record since March to simply revert to an arrangement already in place prior to the Trustees moving to the basement and with minor rearrangement there is acceptable meeting and storage space, 24/7 access and privacy for non-public sessions.
Mr. Lloyd staged the Trustees expect to have this issue resolved by their next meeting to be held on November 17th at 3:00PM.

Ms. Pettinato asked if all their meetings are scheduled for 3:00PM and Mr. Lloyd replied they meet at odd intervals, sometimes once a quarter and they cannot always control their schedule.

Ms. Pettinato replied that daytime meetings are not good for us.

Mr. Lloyd stated they are not here to solve their problems.

Ms. Pettinato asked if the Board could have 48 hours to get back to them and Mr. Lloyd replied they have 24 to 48 hours to provide much more reasonable options.

Mr. Dittman asked about the Pound School proposed renovations and Chairman Poelaert replied he has a second bid on the way and they need to correct the entrance. He assured Mr. Dittman it will happen.

Mr. Lloyd asked how the Planning Board has been meeting at the Pound School when it is clearly illegal and Chairman Poelaert replied it is the Selectmen’s responsibility to correct issues as they go along and they will correct this.

Mr. Dworman pointed out the Pound School was used as a Library for years without being handicap accessible and now it is the Town’s responsibility to bring it up to ADA specifications.

Chairman Poelaert stated they will bid this job and come up with a design.

Mr. Day stated they are missing the point, the solution is in front of them and five years ago this office was a shared space and it still is.

Mr. Day went on at length about his dissatisfaction with the Selectmen and his opinion of them then left the meeting.

Mr. Dworman stated the Trustees have been saying this since March when the Board sent them a letter and we did not hear a word until a month and a half ago, so why it is suddenly an issue now, but was not three weeks ago. He added they are working on it and the Trustees have been meeting illegally at their own homes for 5 years, so don’t we want to resolve this?

Discussion continued for some time and in the end Ms. Pettinato concluded the Selectmen are lay people who work hard and never meant any disrespect to the Trustees or Mr. Dittman. She added they spend a lot of their time at this job and are doing their best.

Mr. Lloyd and Mr. Dittman apologized for Mr. Day’s behavior earlier.

Ms. Pettinato assured Mr. Lloyd and Mr. Dittman the Selectmen will let them know of their solution by Friday and they left the meeting at 7:45PM.

**HISTORICAL BOOKS:** Chairman Poelaert asked what they were going to do about a fireproof safe and pointed out there is an old safe at the Town Hall and they must make a decision to protect the Town’s historical books.

Mr. Dworman replied he does not want to store the books at the Town Hall because it is not climate controlled.

Chairman Poelaert **MOTIONED** to preserve three Town history books per year. Mr. Dworman seconded. Motion carried 3-0.
**POLICE STATION:** Chairman Poelaert stated he had a quote from Chris Talas Plumbing & Heating to replace the heating system at the Police Station and asked if he should go with it as he thinks his first quote was submitted in May and now they are freezing with no heat.

Mr. Dworman replied they have received two quotes on the system and need one more adding they also received a quote to repair the system for $9,000.

Ms. Hurteau offered there is heat at the Police station and she was recently told it was 70 degrees there.

Chairman Poelaert replied he was surprised to hear that, but wasn’t sure if the present system would make it until spring to bid it then.

Mr. Dworman produced a quote from Key Heating and Air Conditioning from May of 2016 and read aloud the details and their quote to evaluate the system for $960. He added they received two quotes to replace the system, one at $26,000 and the other at $27,000.

Chairman Poelaert stated they are paying $9,000 a year in heating costs for the Police Station and he has spoken with Christ Talas about a mini split system and a variable speed system so he is confident the system will pay for itself within 4 or 5 years.

Ms. Pettinato stated this has been a thorn in their side and it is risky to hope the current system will work for the winter.

Mr. Dworman stated the current system is so inefficient that it created a big ice dam last winter and they should resolve this issue.

Chairman Poelaert stated Chris Talas indicated he can do the job in 2 to 3 days and he is confident he knows what he is doing.

Chairman Poelaert MOTIONED to award the bid to Chris Talas to replace the heating system at the Police Station. Ms. Pettinato seconded. Motion carried 3-0.

**TOWN HALL:** Chairman Poelaert stated the service entry at the Town Hall needs work done to the soffit and fascia board, which fell off and is leaning on the electrical wires. He suggested having Unitil disconnect the power to the building, asking Mike Paul to use his bucket truck and having Ed LeClair do the repair work.

Ms. Pettinato asked if they need to obtain bids for this project.

Chairman Poelaert reiterated the need for a bucket truck to fix the fascia board and soffit.

Mr. Dworman stated they need to obtain another quote as they cannot always give work to one vendor adding he will call John Moreau in the morning and ask him to quote the job, as well.

**ELECTION:** Chairman Poelaert stated he will get to the election early tomorrow and the polls close at 7:00PM adding they must be careful when taking the voting booths down so they do not get damaged.

The Board members planned which shift they would take to be present at the election and Ms. Hurteau stated extra help was scheduled for an expected heavy voter turnout.

**NONPUBLIC SESSION:** Chairman Poelaert MOTIONED to go into a nonpublic session at 8:15PM under RSA 91-A-3, II: para (e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against the public body or any subdivision thereof, or against any member thereof because of his or her membership in such public body, until the claim or litigation has been fully adjudicated or otherwise settled. Any application filed for tax abatement, pursuant to law, with any body or board shall not constitute a threatened or
filed litigation against any public body for the purposes of this subparagraph. 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 November 7, 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 8:25PM. Mr. Dworman seconded. Motion carried 3-0.

TRUSTEES OF THE TRUST FUNDS: The Board acknowledged receipt of Trustees of the Trust Fund minutes of their meeting held on Wednesday, September 28, 2016.

CALENDAR: The following dates were noted: 11/08-General Election/EKES 8:00AM-7:00PM, Fire Training 7:00PM, 11/09-Bills Due 8:00AM, Fire Officer’s Meeting 7:00PM, 11/11-Veterans’ Day Holiday Observed/Town Offices & Library Closed, Grange Meeting 7:30PM, 11/14-Conservation Commission Meeting 5:00PM, 11/15-EMS Training/Kingston Fire Station 7:00PM, Town Hall Closes for Winter, 11/16-Bills & Bi-Weekly Timesheets Due 8:00AM, Cemetery Trustee’s Meeting 7:00PM, 11/17-Planning Board Meeting 7:00PM, 11/21-Selectmen’s Meeting 6:30PM.

Chairman Poelaert MOTIONED to adjourn this Selectmen’s Public meeting at 8:25PM. Mr. Dworman 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