
Others Attending: Roby Day, Ted Lloyd, Dan Guilmette & Don Ross.

Chairman Dworman called this Selectmen’s Public meeting to order at 6:30PM.

MINUTES: The Board reviewed the Selectmen’s Public Meeting minutes dated 06/05/17.

Chairman Dworman MOTIONED to approve the Selectmen’s Public Meeting minutes dated 06/05/17 as presented. Mr. Poelaert seconded. Motion carried 3-0.

CHECK REGISTER/POLICE DETAILS: The Board reviewed the check register dated 06/07/17 – 06/16/17 in the amount of $72,019.16 and the police special detail list in the amount of $1,300.00 dated 06/02/17 – 06/12/17.

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

Chairman Dworman MOTIONED to approve and sign the check register dated 06/07/17 – 06/16/17 in the amount of $72,019.16 based upon Mr. Poelaert’s prior review. Ms. Pettinato seconded. Motion carried 3-0.

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

HOME OCCUPATIONS: The Board reviewed Home Occupation Permit renewals effective July 1, 2017 through June 30, 2018, noting they have paid their fees and there have been no changes since 2016 for the following:

Keith S. Campbell, AcuBright, 60 North Road, MBL #15-03-12
Glenn P. Clark, Glenn Clark Remodeling, 2 Clark Road, MBL #10-04-08
Belinda D. Gindlesperger, Diann’s Pampered Pooch, 136 Burnt Swamp Road, MBL #11-03-01
James R. Keegan, Keegan Concrete, Inc., 59 North Road, MBL #15-01-05
Mark V. & Diane M. LaPorte, MV LaPorte Construction, 73 Main Street, MBL #14-02-04
Bruce W. & Ellyn G. Olson, The Christian Dove, 165 North Road, MBL #16-02-05
Michael A. Paul, Mike Paul & Company, 30 South Road, MBL #14-01-09

The Board further acknowledged the following Invisible Businesses noting they have paid their fees and there have been no changes since 2016:

Robert E. Bagshaw, Berco, Inc., 77 South Road, MBL #13-03-12
Lewis Bellows, Lew’s Appliance and Refrigeration Repair, 132 South Road, MBL #13-01-01
Mark Chetwynd, Capture Your Action, 112 North Road, MBL #15-03-13

Chairman Dworman MOTIONED to approve the Home Occupation Permit Renewals as listed above as well as the Invisible Businesses effective July 1, 2017 through June 30, 2018, noting they have paid their fees and there have been no changes since 2016. Ms. Pettinato seconded. Motion carried 3-0.

RPC: The Board reviewed the Alternative 2-Tier Contract for Circuit Rider Services and correspondence dated June 16, 2017 from the Planning Board recommending the Board of Selectmen renew the contract between the Town of East Kingston Planning Board and Rockingham Planning Commission for the total amount $11,088 (payable in two installments of $5,544) for Circuit Rider services for the timeframe of July 1, 2017 through June 30, 2018.
It was noted there is an increase of $672 from last year’s contract.

Based upon the recommendation of the Planning Board, Chairman Dworman MOTIONED to renew and for the Chairman to sign the contract between the Town of East Kingston Planning Board and Rockingham Planning Commission for the total amount $11,088 (payable in two installments of $5,544) for Circuit Rider services for the timeframe of July 1, 2017 through June 30, 2018 as presented. Ms. Pettinato seconded. Motion carried 3-0.

DEPUTY FOREST FIRE WARDEN: The Board reviewed a 2017 Deputy Warden Appointment Form from the State of New Hampshire for Tim Conti, as recommended by Adam J. Mazur, Jr., Forest Fire Warden for their approval and signature.

Based upon the recommendation of Adam J. Mazur, Jr., Forest Fire Warden, Chairman Dworman MOTIONED to approve and sign the 2017 Deputy Warden Appointment Form from the State of New Hampshire for Tim Conti as presented. Ms. Pettinato seconded. Motion carried 3-0.

DEPUTY TREASURER: The Board reviewed an appointment for Deputy Treasurer effective June 19, 2017 through December 31, 2017 for Kory J. Skalecki for their approval and signature.

Chairman Dworman MOTIONED to approve and sign the appointment for Deputy Treasurer effective June 19, 2017 through December 31, 2017 for Kory J. Skalecki as presented. Mr. Poelaert seconded. Motion carried 3-0.

TAX COLLECTOR: The Board acknowledged information received from the Town Clerk/Tax Collector, Barbara Clark, seeking the approval of the Board to waive the $25 penalty for a returned check (unable to locate account) for the total amount of $9.00 as Mr. Brussard accidentally transposed numbers in his checking account number, which caused the check to be returned. It was noted Mr. Brussard came in and paid the $9.00 tax bill.

Chairman Dworman MOTIONED to waive the $25 fee as described above. Ms. Pettinato seconded. Motion carried 3-0.

ROAD AGENT: Chairman Dworman stated he had spoken with the former Road Agent as well as the current Road Agent who recommended the Board look at utilizing Bell & Flynn, LLC for paving purposes on an ongoing basis as they are the company they have worked with most, their work is excellent and their bids are always very close to the other bids received.

Chairman Dworman continued he spoke with Town Counsel and was told the Town could absolutely designate contracts for roadwork by adding a byline to the Purchasing Policy for repetitive bids or adopting a policy amendment to allow a prequalified contractor.

Mr. Poelaert stated he would agree to this on a case by case basis as he doesn’t want any surprises.

Ms. Pettinato agreed this change would make sense, adding they do not want to break their own policy.

Chairman Dworman stated it is a lot of work for Mark Brinkerhoff to go out to provide specs and go out to bid on every road.

Chairman Dworman read allowed the proposed wording for a waiver as follows:

Waiver. The Board of Selectmen may waive the RFP/RFQ process and choose a pre-qualified contractor to provide a service. A pre-qualified contractor is one who previously has provided a service to the Town of East Kingston which met or exceeded all requirements of the contract and the quality of the work met or exceeded the expectations of the Board of Selectmen.

76 BURNT SWAMP RD.: The Board acknowledged receipt of correspondence dated June 19, 2017 from John Moreau informing them he is looking to construct a new home on property located at 76 Burnt Swamp Road, MBL #11-02-05, and will leave the existing structure in place until the new structure is completed. He also notes the existing structure will
be razed prior to the issuance of the Certificate of Occupancy and requests the $5,000 bond requirement be waived in this instance.

Mr. Poelaert stated he has no issue with this with the condition that no Certificate of Occupancy be issued until the original structure has been removed.

Chairman Dworman agreed he has no issue with this and Ms. Pettinato agreed it is no problem.

**PLANNING BOARD:** The Board acknowledged receipt of correspondence dated June 9, 2017 from the Planning Board requesting they approve the payment of $2,000 (of which $1,000 was included for other expenses in their 2017 budget) to Rockingham Planning Commission to update two Land Use Chapters as well as the Vision Chapter of the Master Plan at this time with the assistance of the Circuit Rider Planner and a potential yet-to-be appointed committee of citizens.

Chairman Dworman **MOTIONED** to approve the payment of $2,000 to Rockingham Planning Commission to update two Land Use Chapters as well as the Vision Chapter of the Master Plan at this time with the assistance of the Circuit Rider Planner and a potential yet-to-be appointed committee of citizens. Ms. Pettinato seconded. Motion carried 3-0.

**ZBA:** Ms. Hurteau stated that she was contacted by John Daly, Chairman of the Zoning Board of Adjustment requesting the Board of Selectmen consider granting a 75¢ per hour raise to ZBA Secretary, Barbara White, which is consistent with her hourly wage for the Planning Board, adding he thinks Ms. White should have one rate across the board.

Chairman Dworman **MOTIONED** to approve a 75¢ per hour raise to ZBA Secretary, Barbara White and further if the Planning or Zoning Board of Adjustment approves a pay raise for Ms. White, it will be approved for both Boards. Ms. Pettinato seconded. Motion carried 3-0.

Roby Day and Ted Lloyd arrived at 6:50PM.

**GALE HOUSE:** Mr. Poelaert provided Mr. Day with information relative to Warrant Article #11 passed at the annual Town Meeting held on March 12, 1946 whereby a motion stated “the money equivalent to the taxes collected from the Gale House (2 Main Street) be set aside each year for the use of the Gale Cemetery Committee.” A second motion stated “that the Selectmen work with the Gale Cemetery Committee in allotting lots in the Gale Cemetery and their decisions stand as final.”

It was noted that in December of every year, a check is issued to the Trustees of the Cemetery equal to the taxes collected for 2 Main Street.

Mr. Day replied this smacks of money for the general fund, adding he did know of its existence.

Chairman Dworman noted the wording of the Gale Cemetery Committee without the use of the word “Trustees.”

Ms. Pettinato confirmed that the Gale Cemetery is the former name for the Hillside Cemetery.

Mr. Lloyd asked if there were capital reserve funds established in 1946 and noted that public money collected for a purpose should be placed in a capital reserve fund and Mr. Day added or a trust fund and stated he would suggest asking Hank Lewandowski to shed light on this.

**TRUSTEES OF THE TRUST FUNDS:** Mr. Lloyd stated he and Roby Day recently attended a seminar for Trustees of the Trust Funds where they learned they can have two alternates. He added the Selectmen appoint them and asked the Board if they had any ideas for alternate members.

Chairman Dworman and Mr. Poelaert offered a couple of suggestions and Mr. Day replied the bottom line is he and Ted have sufficient credentials and are in agreement 99% of the time, but there is danger in that. He added a recent RSA allows the Selectmen to appoint alternates.

Dan Guilmette arrived at 7:00PM.
Chairman Dworman asked if Mr. Guilmette was interested in becoming an alternate Trustee of the Trust Funds and he declined.

Mr. Guilmette stated the Selectmen need to “tap people on the shoulder” and ask them to participate on various committees.

Mr. Day asked about Ron Morales as he has a lot of experience in business and Mr. Guilmette replied Ron also has an MBA.

Ms. Pettinato stated there are a couple of fathers from the school that may be interested and she will run it by them.

Mr. Day replied it is not a barn burning issue and asked the Board to do what they can.

**NONPUBLIC SESSION:** Ms. Pettinato **MOTIONED** to go into a nonpublic session at 7:07PM 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: Matthew B. Dworman –Yes, Erin J. Pettinato – Yes, & Richard S. Poelaert - 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 June 19, 2017. The results of the poll were: Matthew B. Dworman –Yes, Erin J. Pettinato – Yes, & Richard S. Poelaert - Yes.

Chairman Dworman **MOTIONED** to adjourn this Selectmen’s Non-Public meeting at 7:30PM. Mr. Poelaert seconded. Motion carried 3-0.

**TOWN HALL COMMITTEE:** Dan Guilmette and Don Ross met with the Board at 7:30PM.

Mr. Guilmette went over his final report for the Town Hall Committee, which began with a section for the History and listed past uses such as craft fairs, school plays, graduations, Recreation Committee Halloween and Christmas parties, Stork Club meetings and dances, Wingold Grange Ham & Bean Suppers, etc.

Mr. Guilmette continued the timing of the Presidential Election was perfect as they were able to conduct surveys at the election and found that residents were confused between the Town Offices and the Town Hall. He added 93% of those surveyed said there is a use for the Town Hall Building and they received good information.

Mr. Guilmette stated he did a presentation at the 1st Deliberative Session and asked for volunteers, but no one joined.

Mr. Guilmette pointed out East Kingston has 7 different venues for Town services in 7 locations, the Police Station, Fire Station, Town Offices, Pound School, Elementary School, Town Hall and the Railroad Depot. He added they conducted an Open House in May held in conjunction with the Fire Department Pancake Breakfast and offered tours of the Town Hall.

Mr. Guilmette spoke of reestablishing the Historical Society and the interest residents have shown in doing so.

Mr. Guilmette summarized the 240 responses to their survey as the Town Hall’s future use be as a gathering place for approximately 50–100 people.

Mr. Ross spoke of buildings in the Town of Chester and their use and recent renovations.

Mr. Guilmette stated the way he sees it they have three options: 1. The townspeople have spoken and they get bids to house 50-98 people in the Town Hall. 2. The Selectmen decide. 3. Do nothing. He added the Selectmen can come up with a proposal by warrant article and let the people have their say, possibly one warrant article to repair the building and one warrant article to rebuild.

Mr. Guilmette stated the Town Hall Committee got the data and accomplished what they set out to do.
Chairman Dworman stated they did an amazing amount of work and with 35 of 40 towns responding to their survey, the committee did a great job.

Mr. Ross stated bringing the Town Hall up to code would not be cheap and Mr. Guilmette added they need a couple of people in the building trade to get a price.

Mr. Poelaert stated it would need an elevator, new kitchen, sprinkler system, fire pump, tank and a diesel generator.

Chairman Dworman stated it was frustrating because the overall response from the surveys wasn’t clear on exactly what type of uses the residents propose.

Chairman Dworman stated his opinion is the Town Hall is a beautiful building with a great history and the Town needs a cultural Town center and the Fire Department a new building. He added the Fire Department has set aside money each year for a new building, it makes sense to establish a Town Center complex and there is Capital Reserve money enough to conduct an assessment for the future need for a new Fire Station.

Ms. Pettinato replied she shares that opinion very much.

Mr. Poelaert stated put a price tag on it and then see how much residents want it.

Mr. Guilmette agreed Chairman Dworman’s vision has validity.

Chairman Dworman thanked Mr. Guilmette, Mr. Ross and the Town Hall committee for all their hard work and they left the meeting at 8:00PM.

CONSERVATION COMMISSION: The Board acknowledged receipt of Conservation Commission meeting minutes of their meeting held on April 10, 2017 for their review and information.

PLANNING BOARD: The Board acknowledged receipt of Planning Board meeting minutes of their meeting held on June 15, 2017 for their review and information.

TRUSTEES OF THE TRUST FUND: The Board acknowledged receipt of Trustees of the Trust Fund minutes of their meeting held on May 17, 2017 for their review and information.

CALENDAR: The following dates were noted: 06/20-EMS Training Kingston Fire Station 7:00PM, Bills Due 12:00PM, 06/21-Cemetery Trustee’s Meeting 7:00PM, 06/22-ZBA Meeting Pound School (as needed) 7:00PM, 06/23-Grange Meeting Town Hall 7:30PM, 06/24-Grange Ham and Bean Supper EKES, 06/27-Fire Training 7:00PM, Bills Due 12:00PM, 06/28-Bi-Weekly and Monthly Timesheets Due 8:00AM, 06/30-Home Occupation Renewals Due, 07/03-Selectmen’s Meeting 6:30PM.

Chairman Dworman asked that a non-public work session be posted for Monday, June 26th at 5:30PM.

Mr. Poelaert MOTIONED to adjourn this Selectmen’s Public meeting at 8:10PM. Ms. Pettinato seconded. Motion carried 3-0.

Respectfully submitted,

Cheryll A. Hurteau
Town Office Manager