

**TOWN OF EAST KINGSTON, NH
SELECTMEN'S PUBLIC MEETING MINUTES
MONDAY, DECEMBER 12, 2011**

6:30PM – South Hampton Board of Selectmen

7:00PM – 2012 Proposed Budget-Reid Simpson, Police Department

ATTENDING: Selectmen Matthew B. Dworman, Richard S. Poelaert, & Mark A. Cook.

Others Attending: Ronald Preston, Pamela Noon, Gregory Williams, South Hampton Board of Selectmen, Dave Considine, South Hampton Deputy Fire Chief, Earl Day, John Gamble, Carole McCarthy, Ed Warren Fire Chief, Matt Gallant, Deputy Fire Chief, Reid Simpson, Police Chief.

Chairman Dworman called this Selectmen's Public Meeting to order at 6:30PM.

SOUTH HAMPTON: Chairman Dworman welcomed the South Hampton Board of Selectmen, et al, to this evening's meeting. He explained they wish to move forward with the discussion of the possibility of providing Fire & EMS services to the Town of South Hampton. He added this past year was an experimental year of providing fire and ambulance coverage to South Hampton, and they are confident East Kingston can handle their calls and provide an improved level of service to South Hampton residents.

Chairman Dworman stated he was looking to see if South Hampton had an interest in receiving 100% Fire and Ambulance service from East Kingston.

Mr. Preston replied whatever talk transpires this evening will have to put before the voters of South Hampton in a series of meetings including Town Meeting, before final decisions are made. He added he is certain the Selectmen of East Kingston are in the same boat, and this is a very big deal in their town.

Mr. Preston offered for heavy-duty fire calls, they have mutual aid in Amesbury. He added he knows East Kingston has newer equipment, a nice ambulance, and a greater volume of calls, but this is a difficult conversation, as their Fire Department has found it difficult to maintain services in this difficult economy. He added volunteers are too busy making a living to find time to volunteer, and most of their folks are from Amesbury.

Mr. Preston stated South Hampton has an issue with equipment and maintaining their equipment, so it makes a certain amount of sense to talk about it.

Chairman Dworman stated fire trucks cost between \$300,000 and \$400,000, have a certain limited lifespan, East Kingston retires their fire trucks with low mileage, and it is tough to retire a truck with only 6,000 miles on it. He added the level of standards for police and fire training and certifications are being raised more and more.

Mr. Preston stated it is not practical to merge fire departments as the process is cumbersome, and there is too much legality. He added they want to proceed in the structure they have talked about, and they will have to talk to the state and counsel to see how these things get set-up.

Mr. Preston stated they would have to talk to their insurance company and their Fire Association.

Mr. Preston stated they are seeking a long-term agreement, possibly 10+ years. He added the voters would expect a long-term arrangement.

Chairman Dworman responded both towns would have to agree on a multi-year contract, and if they reach an agreement for a single-year contract, it would not have to go to Town Meeting.

Mr. Poelaert offered South Hampton would almost have to retain their equipment in the short term, because once you get rid of it you're out of the game completely from the perspective of mutual aid.

Mr. Preston responded that's why they look for a long-term agreement, and from his understanding of mutual aid, we're essentially in your fire prevention district, and you would have to provide mutual aid.

Mr. Preston stated he thinks it is very likely that some of South Hampton's volunteer firemen may want to come to work in East Kingston. He added they don't know for sure, but we may end-up kind of merging in a certain way anyway. Mr. Cook responded they are welcome to apply for employment, and would have to go through the application process and background checks to be considered on a case-by-case basis. Mr. Preston agreed they would not want it any other way.

Mr. Cook inquired as to how set the Selectmen are on a potential vote in March, and Mr. Preston responded they still have a Fire Department, and still need ambulance service. He added they have something to offer, and requested his Deputy Fire Chief speak to the Board.

Chairman Dworman stated he looks at the past twelve months of providing service to the Town of South Hampton as a successful experiment, as the East Kingston Fire Department has responded to every single South Hampton call, while providing a high quality of service. He added they are looking to take the next steps and it makes sense to increase East Kingston's call volume to reduce our overall cost per call, and by the time you bill-out for insurance, you are not losing money on every single call.

Chairman Dworman stated the "magic number" is 200-300 calls, where we used to have 100 calls. He added taking on more calls provides more training and expertise to both towns.

Ms. Noon offered it was her understanding from South Hampton Fire Chief, Andy Head, that East Kingston provided coverage for 25 fire calls, plus a number of ambulance calls, and of those, 16 were no transports. She added their ambulance is there and can be used.

Mr. Considine stated South Hampton's ambulance was in last month for service, and is still stalling, but it should be fixed by year-end.

Mr. Preston stated they would like to try to reach a verbal agreement with East Kingston, draft a letter to the residents of South Hampton, and let the people come in and talk. He recommended the two Fire Chiefs get together and talk, and then they will talk about money eventually.

Mr. Cook stated they were thinking of providing Fire coverage for South Hampton for \$35,000 a year, and Ambulance service for \$10,000 per year plus all the billings for transports performed by the East Kingston Fire Department. He added the goal is to keep South Hampton's costs less than their current budget, so they would realize a savings by doing this, but for us, every time you raise the door and the fire engine goes out, it still costs a certain amount of money to do that.

Mr. Cook stated the increased call volume does reduce our costs per call a little bit, but we still want to make sure the costs get covered on our end. He added we do not want to create a scenario where you feel like we are taking advantage of you.

Mr. Cook offered it is his understanding South Hampton currently budgets \$67,000, so in the first year, they could potentially save \$15,000 or so.

Mr. Poelaert stated the beauty of this is we can't get too greedy, and you guys have to come-up with some sort of a deal, too, because if we get too greedy, your people will not pass it, and if we feel like we're getting robbed, it won't pass here, so we have to meet in the middle.

Mr. Williams stated he has a little bit of a background in this, and the bad news is he is a lawyer, and the good news is he also has a family full of firemen, and he takes this issue very, very seriously. He added his dad retired as a Chief of the Boston Fire Department, and his grandfather was in the Fire Department, and he thinks Mr. Poelaert hit the nail on the head, they need to determine how both towns can ensure the safety of their residents, they get the response, get the time, get whatever they need. He said let's put it all on the table, those are South Hampton's pieces of their puzzle, and East Kingston adds their pieces of the puzzles on the table, mix up the pieces a little bit, and see how do these fit together in a way to sell them to both towns, and it makes sense for you and for us. At the end of the day it makes sense, then our people get to vote.

Mr. Cook responded he doesn't see how we can lose as far as our standpoint with more activity for the people we have so they are going to have more chances to use their skills, get better skills, and improve, it will be income to offset our current budget, we'll get the ambulance revenue to offset future ambulance expenses and medical needs, and that sort of thing.

Chairman Dworman explained that East Kingston formerly had a full-time Fire Chief, but have now eliminated the full-time position, and gone to a part-time Fire Chief with daytime fire station coverage. Mr. Cook added they operate with two 6-hour overlapping shifts between seven in the morning and three in the afternoon.

Chairman Dworman stated for many reasons, the change should be systematic, and it would be tough to jump into a long-term agreement without trying it out. Mr. Williams responded this couldn't be achieved in 5-6 weeks. Ms. Noon added if the voters approve this in March, it would take time.

Mr. Poelaert stated they need time to promote it to the voters from the Fire Departments and the Selectmen's Office from both towns that this is a good deal that will work for everybody. He asked if South Hampton is an SB-2 town, and Ms. Noon responded South Hampton has a Town Meeting. Mr. Poelaert stated East Kingston is an SB-2 town, and the fly in the ointment is 125 people will come to the Deliberative Session and they will hear the argument and will hear the discussion between the people. He added 400 people are not going to go, but they will come to the election, so we have our work cut-out for us, and in the battle of the Town Meeting that we used to have, you can settle it right then and there, but we have no control over those 400 people that won't come, and it's just crazy for us to put all this work together and not cover our bases.

Mr. Williams agreed East Kingston needs a transition period where there's a strategic team that helps both sides, and both Fire Departments to formalize the plan.

Mr. Cook agreed something has to be formalized, and stated he is not in favor of continuing the existing agreement any longer than necessary, because mutual aid is mutual aid, and with us covering the day to day fire calls, it has gone above and beyond mutual aid agreements, because mutual aid is intended for when your resources are unable to handle the current situations, it is not based on covering your day to day calls, that you can't make. Mr. Preston responded obviously we need a formal agreement, a transition year, talk about putting it before the town, then talk to lawyers. He added they would need to talk to people that really know how to project costs.

Mr. Poelaert stating we are talking about capital equipment, heat, lights, power, workers' compensation, everything, then asked if it would be acceptable to commission a study for approximately \$3,000 to see the costs of doing business so we can come-up with an exact figure and not pick a number out of the sky. He added we will put everything in the right order accounting-wise, and go from there and share the debt with you, we are partners actually, we have to share the debt and say here is our baseline. He added the first thing people are going to ask at the Deliberative Session is what is the cost going to be, and if we say we don't know, we're done. He asked if East Kingston commissions the study and comes up with a number, would it be fair to suppose that you guys would go for half of the cost? Mr. Preston responded they would certainly propose it to their town as they do not have the latitude, because they run at too small a margin to obligate money between now and Town Meeting, but in principal, you bet. Mr. Poelaert stated they could remind their voters that East Kingston, from December of last year to December of this year, has provided coverage to South Hampton at no charge.

Mr. Williams responded if we know what the money amount is, that's fine. He added in a different situation, when we're already working together, you would properly do it pro-rata based on the number of crew you have vs. the amount of crew we have. I think you're right in terms of trying to bring two towns together in a way that services you and services us. I think we would take that seriously and propose that as something as an expense that would be worth it, so we agree in principle, we just need to know the logistics.

Mr. Cook stated, with asking the voters pushes out the remotest discussion until March of next year anyway, and that is the very beginning piece of this whole agreement is what's this going to cost us. Mr. Poelaert added we've gone one year basically on a handshake, could we go the next year with a semi-formal agreement that we're going to continue for one more year to reach an interim agreement?

Mr. Williams stated you have some members and we have some members, and we'll have to mull this a little bit, in terms of paying for the study is one thing, and that probably makes sense to do so everybody walks away with a smile on their face, but in terms of how do we take care of the interim period, I think you're right, we need to have some type of understanding that we know it's going to take both of our towns perspectives a certain amount of time to form a joint study. I don't know how it is going to pan out. Do we have a representative from South Hampton as sort of your liaison to our town with fire experience, however it works out, and figure out a financial mechanism that allows you to continue to help us, allows us to keep our volunteer fire department staffed and trained until we figure out what the right composition is. Mr. Cook responded if the towns votes to do this, you still have to wait a year, and even if we can get your town something on your ballot in March of 2012, it's March of 2013 before we can even start. Mr. Williams stated that is exactly right, and the good news is a year gives them all time to plan.

Mr. Gamble quoted RSA 154-1, and said he had a bunch of others from the Fire Marshal's office, and Ms. McCarthy added Selectmen are not supposed to go into long-term contracts. Mr. Preston responded we are not suggesting that.

Ms. McCarthy stated if you want to merge, you must ask both towns at Town Meeting if they desire to merge, then you have to go and get the Attorney General's OK, then go back to Town Meeting. Mr. Cook responded yes, for an inter-municipal agreement, and we're not talking about that. For a contract basis, you do not need to do all that. Ms. McCarthy reiterated you have to go through the Attorney General.

Mr. Preston informed Ms. McCarthy he did not see the point in having a big legal discussion now, obviously we're all going to have to go talk to the lawyers and make sure we are doing this correctly.

Mr. Williams stated there is good news and there is bad news. The good news is the year you are talking about gives us time to plan it out, have the right consultation, and get things done right, cross our t's, etc.

Mr. Cook asked, in the meantime, what are you going to do for ambulance service, and Mr. Williams responded they have a couple of choices, they can always go back to using AMR Ambulance Service, we can work something out with you, and we would like to work it out with you if that's what's been working this year, and our guys tell us it's been working, they why wouldn't we do that again?

Mr. Poelaert stated that he thinks one of the things we should look at here is this situation that has arisen, that could have been us looking to you, so we want to help, and from what I see, you are not going to make it with your ambulance for another year, so we have to figure out how do we cover for the next year? Mr. Williams responded, that, I think we can do.

Mr. Poelaert continued, and then you have to go out and if we were dissolving the East Kingston Fire Department and letting you take over, we would have a myriad of problems, because we have had a volunteer fire department in this Town for 65 to 70 years, probably even longer, it would be hellacious, and I do not envy you in what you are doing, but if we can get to where we want to go, we want to help.

Chairman Dworman stated until around 2005, East Kingston had a \$15,000 contract for ambulance service with AMR, paid for supplemental service, and there were times AMR did not show-up. He added, at the time, they were prepared to offer the Town of Kingston more than we were paying AMR for a higher level of service. Mr. Williams agreed that was consistent with what South Hampton had, about \$16,000 a year, and they just decided they had to do something different, so we would much rather find a way that really works out to train people at the local level of what's going on, that you have to have a back-up, you have to have mutual aid, and the foundation for the mutual aid is both towns would need to have to support that.

Chairman Dworman stated it is a major change and they definitely want to put it before the voters, but providing a service of an ambulance, whereas both towns have contracted ambulance service through a third party provider, he does not think it would be a major change for either of us, and he thinks it would be a easy way to start for either town.

Mr. Poelaert stated we could put in our warrant article pretty simply, we would like to enter into discussion with South Hampton over the merging of fire departments, whatever the wording is, it can be that simple, and if we carry the vote, then we can march on. Mr. Williams responded there could be something specific to ambulance service, and he thinks what they would have to do even though they have an ambulance that's close to being dead in the water, we obviously need ambulance service, so we either go to a third party provider or we work with the town we're anticipating we might want to work with going down the road. He added he does not know what the budget numbers are, but we knew we

were, pardon the pun, getting hosed by AMR, when they were our ambulance service and we had the backing of their former chief, and the fire department, they would get these guys trained, and it made sense at the time, but it doesn't make sense now, because it is hard to maintain our ambulance. Chairman Dworman agreed, sure, it is a hundred thousand dollar piece of equipment to replace, especially if you only have 20 calls a year, it is absurd.

Mr. Cook suggested getting both Fire Chiefs' point of view and moving on, and Mr. Williams agreed. Mr. Cook added he didn't want to continue using our resources without a formal agreement.

Chief Warren stated he doesn't think we should either, and East Kingston has been more than happy to help out South Hampton, that every town goes through something like this at some point, and we all have to help each other. The original proposal he came up with was not to do away with the South Hampton Fire Department, as it would need a Chief for inspections and reports, as a figurehead, call it what you will. He added he spoke to LGC (Local Government Center) and the Town's attorney, and the recommendation was for the first year, they could use a Memorandum of Understanding (MOU), and it doesn't have to go to a town vote, it gives you that first year to work out the bugs and see if it is going to work. He added the original numbers he came up with were I admit conservative on both sides but he didn't know how it was going to work out and he wanted that first year for everybody to feel their oats, so to speak, so he came up with \$35,000 for the first year of fire coverage and \$10,000 for the first year of ambulance service plus the transports. Now to come up with an MOU to buy us that first year or year and half, you could take those numbers and switch them around, or just take the ambulance side of it and do an MOU. He added he just does not feel there is a way of getting anything done officially for this coming March, he just doesn't feel it's realistic, but with an MOU, it will buy you the time you need.

Mr. Williams stated he wanted to get straight, with the MOU for a transition period, which he thinks we can both legally do as towns, to determine the amount of money to continue what you have been doing for us right along, so our budget minus whatever we agree to do with you but in the meantime keep the South Hampton Volunteer Fire Department in town as a figurehead during the transition period. He asked if that was what Chief Warren was suggesting as what was originally anticipated?

Chief Warren agreed that was exactly what he had anticipated, and he does not want anybody to try to force one town or another to dissolve anything. He added he is very confident in the skills of his men, how they handle themselves and what they do, he doesn't think there is a question in their skills or training, and he wants to earn the trust of the people of South Hampton, and he believes they have earned that trust with the people of East Kingston, but once we know where our stand is. He added he has known John forever, it is not a question of ability, he thinks it is a question of not forcing anything down anybody's throat.

Mr. Cook stated it would be an easy presentation to the people, on our fire department (South Hampton), it is tough to get people and tough to retain people, and the East Kingston Fire Department covers 100% of its calls unless there is an ambulance call in South Hampton and there is a big fire in East Kingston, and that is where mutual aid would kick in, and, from what Chief Warren has told us this year that every time East Kingston has been called somewhere for help, we've responded and pulled through and covered everything. He thinks it would be an easy presentation to the townspeople.

Mr. Williams stated they need to present, here is what we spend now, and here are the new costs to the voters. Chief Warren added, in the meantime, \$45,000 on an MOU of your existing \$67,000 budget provides a higher level of service on an interim basis.

Mr. Poelaert stated that East Kingston has to maintain their equipment and provide station coverage Monday through Friday between 8:00AM – 4:00PM, and it has to be a win-win for both towns.

Mr. Williams stated that we are obviously next-door neighbors, and we have fire equipment and fire departments, and asked if there were a future possibility of using their station as a satellite station to East Kingston, does that sort of concept make sense? Chief Warren stated it is not part of their plan and intent, but it could possibly happen 10 or 20 years down the road, and added he does not see the necessity for it.

Mr. Williams asked if it would be needed for response time, and Chief Warren responded no, he does not think so.

Mr. Poelaert stated all East Kingston's equipment is in one station, and Chief Warren added it would be a logistical nightmare, one station is enough.

Mr. Gamble stated a study was done two years that suggested getting rid of South Hampton's ambulance service and having their own small Fire Department with 10 or 12 guys, and at least we could pay them decently, train them decently, and have a decent truck, and that's the way I feel about it. You guys have done an awesome job and I think we should try to contract our ambulance and see how this works out for the first year or two. He added there are going to be big changes coming as of the first of the year, the town's really up in arms and there are going to be some big changes. We hope that the changes will be better for the town.

Mr. Williams responded he agrees with John and he has know John for years and years, and he doesn't think the town is up in arms, he thinks what the fire department has built and what we have continued has been awesome, but we have something that is OK, and are trying to make OK better. You built it John, so let's look for a way to make things better, and then find out how to make it work, and this was the first step tonight.

Mr. Poelaert stated one thing that he thinks is important is having the Fire Chief deal with the Fire Chief, and the six Selectmen should deal with the political part of it. He added this can be done, we can find a solution.

Mr. Preston asked what the next steps are, and Mr. Cook responded East Kingston would be willing to offer this service with an MOU, I think we just need to come up with what it's going to cost.

Mr. Poelaert reiterated they need to commission a study and inform the townspeople at Town Meeting what our intentions are for a one-year period. This is the direction we think we'd like to go in, and we want your permission to start the journey.

Mr. Preston asked if the study was needed for a one-year transition, and Mr. Poelaert responded, when the taxpayers ask the question of cost, he thinks it is important to answer that question.

Chairman Dworman stated they went over every dime and nickel in the budget, and divided by the number of calls and the cost of heat and utilities.

Mr. Poelaert opined with added calls, the life expectancy of the equipment may be less, and Mr. Cook responded he did not know about that as the trucks are made to run, and sitting in the station kills them worse than anything. Chief Warren said he would think the first step is the MOU, and that buys you the time to explain to the residents you are going to do this cost study, and find out what we think that we

already know. Dick is absolutely right, we have a cost study and explain that to the residents, we are in the process of seeing what x, y and z costs us, we are going to make sure we are getting the fair dollar, and make sure we are not paying too much, and go that way.

Ms. Noon inquired if East Kingston is interested in just the ambulance service, and not the fire service, and Mr. Poelaert responded the problem is by mutual aid agreement, we are responding to everything anyway, and being taken advantage of a little bit, and East Kingston would want both ambulance and fire service. Chairman Dworman agreed, with the call volume, we must have both.

Mr. Preston stated they must make this information clear in their town.

Mr. Cook asked if they would be comfortable with entering into an MOU if they decide that's what they are going to do for the next year, and Mr. Preston responded that the three of them are, but they would need to get a response from their town. Mr. Williams agreed they would have to present the information to the townspeople.

Mr. Poelaert inquired, with the two upcoming holidays, what would be their timeframe to get back to us, and Mr. Gamble asked if they could enter into some kind of ambulance agreement at least until Town Meeting and get a vote at Town Meeting, he knows it's going to be a year, but we need the ambulance right away. Mr. Williams added is what he thinks John is asking is, are we in a status quo mode, if we give you a representation where we tell you whether or not we are willing to pull the trigger to move the next steps forward by the middle of January, are you guys comfortable with whatever the status quo is?

Mr. Poelaert responded East Kingston's budget hearing will be held on January 11th, and they can't wait until the 15th, it is a real compressed period of time here, and would want permission to start the journey by then. Mr. Williams asked when would we need an answer, and Chairman Dworman responded the Fire Department budget has been proposed and accepted, and we are just going to present it, so with our current budget with the fire department, we are able to provide ambulance service for the next year, the only difference to us would be the revenue side.

Mr. Williams stated so if we do, you have your meeting and we have ours, they are both approved and actually mesh, then we have to find the steps to go on this sojourn and he doesn't know if it would mean a special town meeting to say OK we've allocated this budget for the fire department, but we're going to take this portion of it for this year. I don't know what we have to do, but we will figure it out.

Chairman Dworman responded, he thinks as long as it is within your budget and we can come to an agreement, it will be fine, and Mr. Williams agreed he is probably right.

Mr. Poelaert offered he hadn't thought of it, but maybe both towns can do special town meetings in the mid-summer, and Chairman Dworman responded special town meetings cost \$5,000.

Mr. Gamble offered maybe we could come to a monthly agreement for the ambulance or something.

Mr. Gallant stated he is the Deputy Fire Chief of East Kingston, and his question to South Hampton is, with talk of their Fire Chief stepping down as of December 31, 2011, what plans do they have to replace him? Mr. Williams assured Mr. Gallant they do have a plan in place, and they have a commitment to move forward.

Mr. Williams stated he would like finish out for the next 15 days or so under the existing arrangement, until we get to the point of an MOU, and Mr. Cook responded as long as 15 days doesn't creep into four months.

Chief Warren responded as long as there is a good faith effort, we're here. Mr. Poelaert added, "a deal is a deal when it's a deal."

Mr. Poelaert thanked everyone in attendance for meeting with them this evening, and Ronald Preston, Pamela Noon, Gregory Williams, South Hampton Board of Selectmen, Dave Considine, South Hampton Deputy Fire Chief, Earl Day, John Gamble, Carole McCarthy, Ed Warren Fire Chief, and Matt Gallant, Deputy Fire Chief left the meeting at 7:30PM.

NONPUBLIC SESSION: Chairman Dworman **MOTIONED** to go into a nonpublic session at 8:10PM under RSA 91-A-3, II: para (a) The dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted. The Board was polled and the results of the poll were: Matthew B. Dworman –Yes, Richard S. Poelaert – Yes, & Mark A. Cook –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 December 12, 2011. The results of the poll were: Matthew B. Dworman –Yes, Richard S. Poelaert – Yes, & Mark A. Cook –Yes.

Chairman Dworman **MOTIONED** to adjourn this Selectmen's non-public meeting at 8:30PM. Mr. Poelaert seconded. Motion carried 3-0.

MINUTES: The Board reviewed the Selectmen's Public Meeting Minutes dated 11/28/11. Mr. Poelaert **MOTIONED** to approve the Selectmen's Public Meeting Minutes dated 11/28/11 as presented. Mr. Cook seconded. Motion carried 3-0.

REGISTER/POLICE DETAIL: The Board reviewed the check register dated 11/30/11-12/09/11, in the amount of \$753,448.01, and the police special detail list in the amount of \$1,320.00, dated 11/28/11-11/30/11.

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 as presented, based on Mr. Poelaert's prior review. Mr. Poelaert seconded. Motion carried 3-0.

Mr. Poelaert **MOTIONED** to approve and sign the police special detail list as presented. Mr. Cook seconded. Motion carried 3-0.

ENERGY EFFICIENCY & CONSERVATION BLOCK GRANT: The Board reviewed Agreement Form #7, Request for Payment #2 in regard to the Energy Efficiency & Conservation Block Grant for the total amount of \$30,000 for the project completed at the East Kingston Elementary School, 5 Andrews Lane, East Kingston, NH.

Following discussion, Mr. Cook **MOTIONED** for the Chairman to approve and sign the Agreement Form #7, Request for Payment #2 for the project completed at the East Kingston Elementary School as stated above. Mr. Poelaert seconded. Motion carried 3-0.

2012 APPOINTMENTS: The Board reviewed the January 1 – December 31, 2012 appointments as recommended. (See attached list). Chairman Dworman **MOTIONED** to approve and sign the appointments as presented. Mr. Poelaert seconded. Motion carried 3-0.

T/C REQUEST FOR DISBURSEMENT OF FUNDS: The Board reviewed the following Request for Disbursement of Funds for overpayment of taxes for the second billing for 2011:

Michael Robinson, MBL #02-06-08, 13 Casey Rd., \$2.00

Chairman Dworman **MOTIONED** to sign the Request for Disbursement of Funds as stated above for the total amount of \$2. Mr. Cook seconded. Motion carried 3-0.

EQUALIZATION REPORT: The Board reviewed the 2011 Equalization Municipal Assessment Data Sheets Certificate and report for signature.

It was noted the 2011 equalization process was based on the qualified sales that have occurred in East Kingston from 10/01/10 to 09/30/11, and the indicated median ratio for the Town is 104.1%.

Following discussion, Chairman Dworman **MOTIONED** to sign the 2011 Equalization Municipal Assessment Data Sheets Certificate as presented. Mr. Cook seconded. Motion carried 3-0.

DRAGON MOSQUITO: The Board reviewed a Special Permit Application-Mosquito/Black Fly to the NH Division of Pesticide Control for 2012.

It was noted the state application must be submitted early since the application may take up to 120 days to process.

Following discussion, Mr. Poelaert **MOTIONED** for the Chairman to sign the Special Permit Application-Mosquito/Black Fly for 2012. Mr. Cook seconded. Motion carried 3-0.

TOWN REPORT: The Board reviewed a quote from ImageWise for the 2011 Town Report. At the Selectmen's request, a quote was received for printing 1000 Town Reports for the total amount of \$3,760, and another for printing 300 Town Reports for the total amount of \$1,408.

Chairman Dworman requested ImageWise be contacted to request another quote for 300 copies of the 2011 Town Report printed on 8 1/2 x 11 paper.

NH DEPT. OF SAFETY: The Board acknowledged receipt of correspondence dated December 7, 2011 from the State of NH, Department of Safety, Homeland Security and Emergency Management, stating on December 5, 2011, President Barack Obama declared a major disaster for the State of NH due to a Severe Storm and Snowstorm event with an incident period of October 29-30, 2011, and a major disaster declaration for Public Assistance including Hillsborough and Rockingham Counties.

It was noted this correspondence had been forwarded to East Kingston's Emergency Management Director, Sarah Gallant.

CONSERVATION COMMISSION: The Board acknowledged receipt of Conservation Commission minutes from their meeting held on October 10, 2011 for their review and information.

INTERNET SERVICE: The Board reviewed estimates for upgraded broadband service, as well as telephone and long distance service received from FairPoint Communications and Comcast.

Following review, Chairman Dworman **MOTIONED** to award the contract for upgraded broadband service, as well as telephone and long distance service to Comcast. Mr. Poelaert seconded. Motion carried 3-0.

CUSTODIAN: Ms. Hurteau informed the Board, on behalf of Gene Madej, a new vacuum cleaner is needed for the Pound School building, and the Board agreed they had advised Mr. Madej at their meeting with him on November 14, 2011 to let them know if a new vacuum was needed, and would certainly approve the purchase of a new vacuum.

PLANNING BOARD: Mr. Cook advised the other Board members he received a request from David Sullivan to be appointed to the Planning Board.

Mr. Cook **MOTIONED** to appoint David Sullivan to the Planning Board. There being no second to Mr. Cook's motion, the motion failed.

AUSTIN CARTER: Mr. Poelaert stated Austin Carter would, once again, be riding around town on the Fire Engine as Santa Claus this year. Mr. Poelaert added Mr. Carter has been participating in this ride for the children of East Kingston for many years now, and suggested purchasing a new watch for him as a way of saying thank you to him.

Chairman Dworman **MOTIONED** to approve the purchase of a new watch for Austin Carter for his years of service as Santa Claus for the children of East Kingston. Mr. Cook seconded. Motion carried 3-0.

CALENDAR: The following dates were noted: 12/14-Library Trustees Meeting, 12/15-Bills Due, Planning Board Meeting, Cemeteries Close, 12/17-4-H Meeting, 12/21-Cemetery Trustee's Meeting, 12/23-Grange Meeting, Christmas Eve Holiday observed-Town Offices & Library closed, 12/26-Christmas Holiday observed-Town Offices & Library closed, 12/27-Selectmen's Meeting.

Mr. Poelaert **MOTIONED** to adjourn this Selectmen's Public Meeting at 8:55PM. Mr. Cook seconded. Motion carried 3-0.

Respectfully submitted,

Cheryll A. Hurteau
Town Office Manager

Matthew B. Dworman

Richard S. Poelaert

Mark A. Cook

