**TOWN OF EAST KINGSTON BOARD OF SELECTMEN**

MEETING MINUTES

May 1, 2023

|  |  |
| --- | --- |
| Town Offices  24 Depot Road  East Kingston, New Hampshire  6:30PM | Robert Caron, Chair  Joseph Cacciatore, Vice Chair  Robert Nigrello |

Board Members present: Robert Caron – Chair and Joseph Cacciatore – Vice Chair. Absent: Robert Nigrello.

Others Present: Town Administrator Grace Ruelle, Police Chief Michael LePage, George Whiteman, and Library Trustee Robert Minicucci.

Chairman Caron called the meeting to order at 6:30pm with the roll call.

**APPROVAL AND SIGNING OF DOCUMENTS**

***Meeting Minutes***

The Board reviewed the April 17, 2023 public meeting minutes.

**MOTION: Chairman Caron motioned to approve the public meeting minutes of April 17, 2023; seconded by Vice Chair Cacciatore. The motion passed 2-0-0.**

The Board reviewed the April 17, 2023 nonpublic session I meeting minutes.

**MOTION: Chairman Caron motioned to approve the nonpublic session I meeting minutes of April 17, 2023; seconded by Vice Chair Cacciatore. The motion passed 2-0-0.**

The Board reviewed the April 17, 2023 nonpublic session II meeting minutes.

**MOTION: Chairman Caron motioned to approve the nonpublic session II meeting minutes of April 17, 2023; seconded by Vice Chair Cacciatore. The motion passed 2-0-0.**

The Board reviewed the April 17, 2023 nonpublic session III meeting minutes.

**MOTION: Chairman Caron motioned to approve the nonpublic session III meeting minutes of April 17, 2023; seconded by Vice Chair Cacciatore. The motion passed 2-0-0.**

***Accounts Payable Check Registers***

Chairman Caron presented, for board review and questions, accounts payable check register dated April 24, 2023 in the amount of $32,091.18.

**MOTION: Vice Chair Cacciatore motioned to approve and sign the accounts payable check register dated April 24, 2023 in the amount of $32,091.18; seconded by Chairman Caron. The motion passed 2-0-0.**

***Payroll Registers***

Chairman Caron presented, for board review and questions, payroll register dated April 28, 2023 in the amount of $64,626.75.

**MOTION: Vice Chair Cacciatore motioned to approve and sign the payroll register of April 28, 2023 ($64,626.75); seconded by Chairman Caron. The motion passed 2-0-0.**

***Police Special Detail***

Chairman Caron presented, for board review and questions, police special detail payroll register dated April 12, 2023 – April 21, 2023 in the amount of $3,080.00.

**MOTION: Vice Chair Cacciatore motioned to approve and sign the police special detail payroll check register dated April 12-21, 2023 in the amount of $3,080.00; seconded by Chairman Caron. The motion passed 2-0-0.**

***Town Appointments***

Board members reviewed the appointment for Shawn Lynch as Assistant Cemetery Sexton for a one-year term expiring December 31, 2023.

**MOTION: Vice Chair Cacciatore motioned to appoint Shawn Lynch as Assistant Cemetery Sexton for one year; seconded by Chairman Caron. The motion passed 2-0-0.**

***DRA MS232***

Chairman Caron presented DRA MS232 – Report of Voted Appropriations for approval and signature.

**MOTION: Vice Chair Cacciatore motioned to approve and sign the DRA MS232 form as presented; seconded by Chairman Caron. The motion passed 2-0-0.**

**DISCUSSION ITEMS**

***George Whiteman – 17 Rowell Road***

Mr. Whiteman stated he was before the board to ask questions pertaining to a former zoning article that allowed the storage/parking of one commercial vehicle in a residential zone but was later amended in 2020 to prohibit the parking/storing of commercial vehicles over 14,000 pounds. He stated he has been parking his tractor trailer on his property inside a garage for the past 11 years and wanted to know if the 2020 zoning amendment applied to him. He asserted he had made a serious investment in building the garage and went to all the neighbors to get their approval before he moved in. His truck has never been left outside in the wintertime – the building was constructed for this very purpose. He stated residents used to be allowed to have one commercial vehicle; but now the rules have changed.

Chairman Caron yielded the floor to Cathy Belcher, the recording secretary who was also the Planning Board’s land board secretary, who explained that the zoning article Mr. Whiteman was referring to was amended in 2020 at the approval of the voter, that Mr. Whiteman’s trucking business was not entitled to grandfathered status because he was not on record with an approved home occupation prior to that zoning article change. Mr. Whiteman responded no one told him he was required to get a business permit from the town and has been able to register his truck for the past 11 years until now. Mrs. Belcher inquired if Mr. Whiteman has registered his business with the Secretary of State’s Office. He responded affirmatively to which Mrs. Belcher asked if the state called him to tell him he needed to register his business with the state. He responded the state did not; however, he did not know he needed to do so with the town. She noted it was the responsibility of the business owner to ensure he/she met both the state and local rules for operating a business.

Police Chief LePage provided an example of a motorist who drives around with illegally tinted windows but hadn’t been stopped and cited for a violation for a period of 15 years. Once stopped and cited, the motorist must answer for the violation and comply with the law.

Mr. Whiteman reiterated he did not know he was required to register his business with the town. Town Administrator Ruelle spoke to the one-year grace period Mr. Whiteman was given to register his truck while he sought approval for his business operations – Mr. Whiteman will not be able to re-register his truck next year without the town’s approval for his business. Mr. Whiteman stated he was very appreciative of this; however, if he cannot park his truck in his garage in the winter, he will be in trouble – parking it in the garage eliminates a number of issues during the winter months (snow removal, easier start).

Vice Chair Cacciatore spoke to the process for seeking approval (Planning Board first, Selectmen second, and ZBA third, if necessary). Mr. Whiteman thanked the board and left the meeting.

***May 30th Selectmen Meeting Schedule***

Town Administrator Ruelle stated the May 30th meeting falls on the Tuesday after Memorial Day and would also be the third Selectmen’s meeting for the month of May. Board members questioned if a third meeting in the month was warranted.

**MOTION: Vice Chair Cacciatore motioned to cancel the May 30 meeting; seconded by Chairman Caron. The motion passed 2-0-0.**

***July 4th Holiday Schedule***

Town Administrator Ruelle noted her vacation schedule beginning late June through the July 4th holiday, and asked if it was necessary to open the office on Monday, July 3rd as there was limited office coverage available. Board members agreed to close the office on July 3rd and to extend the closure to the town clerk’s office as well. Discussion ensued on also extending this to the other town department office staff.

**MOTION: Chairman Caron motioned to close the Selectmen’s Office on July 3rd and to provide other town department office staff the option to do the same as a nonpaid day; seconded by Vice Chair Cacciatore. The motion passed 2-0-0.**

***Truck Traffic Complaint***

Chief LePage updated the board on a complaint he received regarding the cut-through tractor trailer traffic down Willow Road into Kingston. Discussion ensued on the existing signage on the Kingston side (no thru trucking) and East Kingston side (8-ton limit), on the difficulty to enforce the weight limit (only certain trucks display truck weight), the lack of ordinance on the books to address this type of traffic, and other cut-through town roads (Giles, Sanborn, and South) that are connected to state roads. Board members agreed to look into drafting new ordinance language and installing new signage.

***Police Department Internet Service***

Chief LePage informed the board the department received the federal grant monies to purchase body cameras (7 cameras and docking stations); however, in speaking with IT, the department does not have the internet speed necessary to utilize the new equipment. He provided options and costs from Comcast to address this; but also wanted to explore what Consolidated Communications (Fidium) had to offer (as recommended by IT). He stated he was seeking the board’s blessing to move forward with whichever option he determined to be the best without having to come back before the board for approval. Both Chairman Caron and Vice Chair Cacciatore agreed so long as the solution was reasonable cost-wise.

**FOLLOW UP ITEMS**

***Use of Highway Grant Funds (Block and Bridge)***

Chairman Caron announced this item would be tabled to another meeting as Mr. Nigrello is looking at a plan to purchase a tractor with the funds. Chief LePage spoke to serious erosion at the Giles Road bridge that could be addressed with the bridge funds. Discussion ensued on employing a bridge engineer to look at this issue, the need for a permanent fix, and the potential dangers to motorcycles traversing the bridge due to sand washout.

***Work Period Determination***

Chairman Caron stated the board has received clarification from legal counsel to adopt the employee exemption for fire personnel and update fire personnel policy (police personnel already have a policy on this). He stated the board will update the policy before moving forward to adopt the exemption.

***Emergency Management Structure***

Chairman Caron stated he is still in the process of drafting a new structure plan for the Emergency Management Department. This item will be tabled to a future meeting.

With no other business before the board,

**MOTION: Chairman Caron motioned to adjourn, seconded by Vice Chair Cacciatore. The motion passed 2-0-0 and the meeting ended at 7:17pm.**

Minutes prepared by Catherine Belcher. Approved on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
| Joseph Cacciatore |  | Robert A. Caron |  | Robert L. Nigrello |