**TOWN OF EAST KINGSTON BOARD OF SELECTMEN MINUTES**

**MONDAY, June 13, 2022**

Attendance: Select Board members- Joe Cacciatore, chair; Rob Caron, vice chair; Bob Nigrello; Town Administrator, Grace Ruelle; Police Chief, Michael LePage; Road Agent, Mark Brinkerhoff; Code Enforcement Officer, Kip Kaiser

**Mr. Cacciatore called the meeting to order at 6:30 pm.**

SIGN DOCUMENTS:

#1. AP Check Register: 6/1/2022 - $12,115.40

 6/9/2022 - $59,712.28

**Mr. Caron made a motion to approve the AP Check Registers dated 6/1/2022 for $12.115.40 and 6/9/2022 for $59,712.28. Mr. Nigrello seconded. All board members were in favor.**

#2. Payroll Register: 6/10/2022 - $31,645.02

**Mr. Cacciatore made a motion to approve Payroll Register dated 6/10/2022 for $31.645.02. Mr. Caron seconded. All board members were in favor.**

#3. Police Special Detail: 5/24 – 5/26/2022 $850.00

**Mr. Cacciatore made a motion to approve Police Special Detail dated 5/24-5/26/2022 for $850.00. Mr. Nigrello seconded. All board members were in favor**.

#4. Supplemental Warrants

Ms. Ruelle said these are in addition to the tax bills that went out.

**Mr. Cacciatore made a motion to approve Supplemental Warrants. Mr. Nigrello seconded. All board members were in favor.**

#5. Intent to Cut: MBL 5/1/5

 143 Willow Road Rear

Mr. Cacciatore had a question. Ms. Ruelle said they are cutting in Kingston and East Kingston.

**Mr. Cacciatore made a motion to accept the Intent to Cut: MBL 5/1/5- 143 Willow Road. Mr. Nigrello seconded. All board members were in favor.**

DISCUSSION ITEMS:

#1. Rockingham County Sheriff – Server upgrade

Chief LePage explained the server upgrade to the board. Chief LePage shared he receive a bill for $1800. He explained that the IT line in the 2023 budget will need to be increased. The bill is for 12 licenses and the licenses are for 10 years.

Chief LePage explained that the cost of ammunition has increased.

**Mr. Nigrello made a motion to accept the cost of ammunition. Mr. Cacciatore seconded. All board members were in favor.**

Chief LePage spoke about the long term capitol reserve fund asking if he could use it to purchase 2 radios. They are $3500 a piece- digital radios. He shared a quote for two radios. The life of the radios is 7 to 10 years. At the time, Chief LePage does not have a back up. $7121.34 for two. Mr. Nigrello asked if the Chief really needed two? More discussion.

**Mr. Nigrello made a motion to accept the recommendation for 2 radios with the funds coming from the Police Long-term Capital Reserve Fund. Mr. Caron seconded. All board members were in favor.**

#2. Veterans Credit: MBL 10-4-8/7

**Mr. Cacciatore made a motion to accept Veterans Credit: MBL 10-4-8/7. Mr. Caron seconded. Mr. Cacciatore and Mr. Caron were in favor. Mr. Nigrello was absent at this vote.**

#3. Revised Parking Regulation

Chief LePage shared how he went about revising the parking regulation. It is currently in a draft form. The board has to review it. Mr. Nigrello asked if the fine of $100 at the launch and parking area excessive. Chief LePage said he set it that way to deter people. He shared where he updated the regulations. More discussion. Discussion of handicap parking. In order to ticket a handicap violation it needs to be signed and painted. Discussion of the new area that has been added to the ordinances. Mr. Nigrello spoke about the municipal lot ordinance and winter parking ban. Mr. Nigrello asked about the “pay within 5 day” time frame. Chief LePage said this is the standard for the town of Rye. Ms. Ruelle will give Chief LePage the amendments. Ms. Ruelle shared that stickers are on their way. Mr. Nigrello suggested a public hearing to explain the changes to town ordinances to residents. It was decided to have a hearing on Thursday, June 23 at 6:30. Discussion about ordering signs.

**Mr. Cacciatore made a motion to go into non-public at 7:08 pm under RSA 91-A. Mr. Nigrello seconded. All board members were in favor.**

CORRESPONDENCE:

#1. Home Occupation renewal:

 Brink’s Firewood / Brink’s Removal

 Shear Joy

 AcuBright

**Mr. Caron made a motion to approve home occupation renewal for Brink’s Firewood / Brink’s Removal, Shear Joy, and AcuBright. Mr. Cacciatore seconded. Mr. Nigrello was absent at this vote.**

#2. Assessors Letter – PSNH Abatement Request

**Mr. Cacciatore made a motion to accept the assessor’s letter- PSNH Abatement Request.**  It was decided to table this vote and discussion until a later meeting.

#3. Code Enforcement update- Mr. Kaiser shared a copy of the memo with the board. Mr. Kaiser shared some information but has yet to verify it. Each time Mr. Kaiser goes down the road there is a ramp truck and three to five vehicles. Choices: 1. Fines that zoning allows through district court 2. Superior court- if you win, you get all your money as well as $275 a day since the date of the violation. There have been two letters sent from Mr. Kaiser. Mr. Kaiser recommends talking to NH municipal office for more information. If we go through district court it can be the town or attorney. If we want to go to superior court, an attorney would definitely be involved. More discussion on next steps. Mr. Nigrello suggested we get copies of everything we have sent, we should speak with our attorney. Mr. Kaiser said we have pictures from neighbors and from him.

**Mr. Cacciatore made a motion to move forward with code enforcement. Mr. Nigrello seconded. All board members were in favor.**

#4. Non-Public Session under RSA 91-A:3 II (a) – (c) HR Matters

FOLLOW UP ITEMS:

 #1. Road Agent rates

Ms. Ruelle invited Mr. Brinkerhoff. Mr. Nigrello asked what incident brought the lack of pay to a head? Mr. Brinkerhoff shared that he cannot run a truck at $35/hour. He shared that rates have gone up everywhere. More discussion about the projects around town. Mr. Caron shared we need to look at the most updated list of projects. This year it’s Greystone, next year- 2023 is Pheasant Run and top coat Willow and then 2024 is topcoat Sanborn. Mr. Caron shared we need a strategic plan. Mr. Nigrello said if we have a set project for next year, we may be able to encumber anything left over. Ms. Ruelle said we can encumber funds with a signed agreement.

Mr. Caron would like to put a draft together for plowing and look at it in the future.

**Mr. Caron made a motion we increase the road agent’s truck rate $50/hour. Mr. Nigrello seconded.** More discussion. Mr. Cacciatore asked Mr. Brinkerhoff to write a proposal as to what he is asking for rates. More discussion. Mr. Caron asked what he needs to move forward. Mr. Brinkerhoff said he needs $75/hour. Mr. Nigrello asked if it would help to reimburse mileage. Mr. Brinkerhoff shared that sometimes the truck runs idle when he is doing things around town. Mr. Brinkerhoff said he needs at the very least $75/hour. The vote was not completed.

Mr. Nigrello said we should look into things and think about it.

Mr. Nigrello left the meeting at 8:06 pm.

#2. Resident Request- Ms. Ruelle shared a request from a resident and there was some discussion

**Mr. Cacciatore made a motion to adjourn the meeting at 8:10 pm. Mr. Caron seconded. Mr. Cacciatore and Mr. Caron were in favor. Mr. Nigrello was not present at this time.**

Meeting minutes prepared by Lee Anne Miller

Approved 8/8/2022

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Robert A. Caron Robert L. Nigrello Joseph Cacciatore