

**TOWN OF EAST KINGSTON, NH  
SELECTMEN'S PUBLIC MEETING MINUTES  
MONDAY, SEPTEMBER 14, 2009**

**7:00pm – Department Head Meeting**

**Attending: Selectmen Matthew B. Dworman, Richard S. Poelaert & David R. Pendell, Jr.  
Others Attending: Fire Chief Sam Richard, Road Agent Matt Gallant, Library Trustee Ted Lloyd, Todd Gibbons, Mike Perrella, Recreation Committee Chairman Rick Bourque, Cemetery Trustee Hank Lewandowski, Animal Control Officer Doc Marston and Police Chief Reid Simpson.**

**Chairman Dworman called this Selectmen's Public Meeting to order at 6:35pm in the conference room.**

**MINUTES:** The Board reviewed the Selectmen's Public & Nonpublic meeting minutes dated 08/31/09. Mr. Poelaert **MOTIONED** to approve and sign the public meeting minutes as written. Mr. Pendell seconded. Motion carried 3-0.

Mr. Pendell **MOTIONED** to approve and sign the non-public meeting minutes A/B/C as written. Mr. Poelaert seconded. Motion carried 3-0.

**REGISTER:** The Board reviewed the check register dated 09/01-09/15/09 in the amount of \$49,809.03. Mr. Poelaert **MOTIONED** to approve and sign the check register as presented. Mr. Pendell seconded. Motion carried 3-0.

**MS-1:** The Board reviewed the MS-1 Summary of Inventory of Valuation. Mr. Pendell **MOTIONED** to approve and sign the Form MS-1 as presented. Mr. Poelaert seconded. Motion carried 3-0.

**AVITAR:** The Board acknowledged receipt of a letter dated 9/11/09 from Avitar Associates of New England, Inc., stating the final update from the revaluation has been completed and provided to the Selectmen's Office on 9/11/09.

Mr. Pendell inquired if Avitar could provide the Selectmen's Office with a final complete listing of values, like they did the preliminary values. Ms. Gallant offered to check with Avitar.

**CRF:** The Adm. Asst. presented an invoice in the amount of \$19,575 from Avitar for approval to pay from the Revaluation Capital Reserve Fund.

Mr. Poelaert **MOTIONED** to authorize the expenditure from the Revaluation Capital Reserve Fund, as requested, in the amount of \$19,575 for the revaluation being performed by Avitar Associates of New England, Inc. Mr. Pendell seconded. Motion carried 3-0.

It was noted the final payment of \$4,350 will be billed to complete the \$43,500 contract.

**PLANNING BOARD:** The Board acknowledged receipt of the Planning Board agenda for the 9/17 meeting.

The Board also acknowledged a letter from the Planning Board dated 9/03/2009 asking for permission to install boundary markers and signage on the Town owned parcels at 39 & 45 Powwow River Rd (MBLs #2-4-4 & #2-4-5), in conjunction with a grant.

It was noted the Board members did not have enough information, i.e. what would be put on the signs and what kind of signs, therefore, they asked Ms. Gallant to check with Conservation Commission Chair, Dennis Quintal for further input and table any action until the next meeting. Ms. Gallant agreed to contact Mr. Quintal.

**RESIGNATION:** The Board acknowledged receipt of letter dated 9/01/09 from EOC Director Mark Cook stating his resignation effective 9/30/09. The Board members accepted with regret the resignation of Mark Cook as EOC Director. It was noted Mr. Cook will discuss the vacancy with the Asst. Director Jason Laing.

Fire Chief Sam Richard offered to help out in any way he can until the vacancy is filled. The Board members thanked him.

**LEWANDOWSKI:** The Board acknowledged receipt of a letter, undated, (received in the Selectmen's Office 9/3/09), from H. F. Lewandowski, Jr., requesting salaries of all Town employees be published in this year's Town Report. Mr. Lewandowski arrived to the meeting and Mr. Pendell asked him about the request to which he responded he just wants it in.

**TRUST FUNDS:** The Board acknowledged receipt of a letter dated 8/28/09 from the Trustees of the Trust Funds regarding the budget. It was noted the Salary Review Committee prepares a warrant article for 2010 for elected officials, and the voter's pass/fail the recommendation.

**EEE:** It was noted the Selectmen's Office received notification of a mosquito testing positive in East Kingston for EEE on 9/01/09, and immediate action was taken to notify the public.

All Town related and East Kingston Elementary School after school activities have been shut down after 6:00PM until further notice.

It was noted Health Officer Scott Urwick immediately notified the appropriate people, and notices were posted all over Town on Tues. Sept. 1, 2009. Dragon Mosquito sprayed public property at Foss Wasson Field and the Elementary School fields on Fri. Sept. 4<sup>th</sup>.

Mr. Pendell inquired if they would be spraying a second time. Ms. Gallant offered to check with Dragon Mosquito.

**CALENDAR:** 9/17 Planning Board meeting, 9/24 accounts payable and payroll processing, 9/28 Selectmen's Meeting, and 9/29 Solid Waste & Recycling Committee meeting.

**POUND SCHOOL:** It was noted the old air conditioners have been removed from the Pound School.

**DEPT. HEAD MEETING:** The Adm. Asst. provided the Department Heads/Elected Officials with an agenda, budget expenditures to date for 2009, along with their 2009/2010 budget worksheets and a date to meet with the Board of Selectmen to present their 2010 proposed budgets.

Chairman Dworman called this Department Head meeting to order at 7:00PM. The following were in attendance: Fire Chief Sam Richard, Cemetery Trustee Hank Lewandowski, Todd Gibbons, Mike Perrella, Police Chief Reid Simpson, Recreation Committee Chair Rick Bourque, Road Agent Matt Gallant, Animal Control Officer Doc Marston & Library Trustee "Ted" Lloyd. It was noted others invited were unable to attend due to sickness or other prior commitments.

Chairman Dworman thanked those in attendance for coming to the meeting. It was noted each had a copy of their own budget to review of where they are, to date. Chairman Dworman noted, overall, the entire budget had been expended about 2/3 or 62%. He added we are right on target for where we should be. He added there are some unknowns coming up during the last part of the year, i.e. heating costs, snow removal, and fuel for vehicles. He asked that everyone continue to keep costs down, if you have the ability to do so. He encouraged everyone to watch closely the buildings and vehicles they are responsible for. It was noted the voters passed a “default” budget this year of \$2,496,800, including (2) warrant articles.

Chair Dworman continued by stating the 2008 tax rate was set at \$22.88 and we won't know the 2009 tax rate for a few more weeks. He added we would like to keep it the same, but it will probably increase.

He further noted the final revaluation has been completed and most properties were valued less, and because we still will need to generate the same money, the tax rate may increase. The tax bill may end up being the same.

For 2010, what can we do? He noted the voters were not pleased with the budget presented for 2009 and went for the default budget, so he encouraged everyone to not offer any major increases for 2010.

He further noted they will have to look at the CIP and hope to keep it at a minimum for 2010.

It was also noted the bond payments for 2010 (of \$460,000) will include the conservation easements, library, and police station.

Chairman Dworman noted there is no Town Meeting, as we are now an SB-2 Town. The budget hearing will be held on 1/4/2010, the first deliberative session on Tuesday, Feb. 2, and Election Day on Tuesday, March 9, 2010. Being SB-2 now, budgets and warrant articles are due earlier.

Chairman Dworman stated when you are preparing your budgets, and the bottom line, keep in mind first and foremost to remember every department plays a role in Town, there is give and take, and there will be unexpected expenses in the budget. The money must come from somewhere. We need to work together for the Town.

Chairman Dworman asked everyone to provide the Board of Selectmen with minutes of their meetings to keep them informed.

Chairman Dworman acknowledged everyone has a budget worksheet to complete, and a date to meet with the Board of Selectmen individually to present their 2010 budgets.

The budget hearing will be held on Mon., Jan. 4, 2010, and the budget will be completed by Nov. 1, 2009.

Library Trustee “Ted” Lloyd inquired about the deadline for warrant articles. Ms. Gallant stated she would let him know.

Chair Dworman asked if anyone had any suggestions for the town report cover to submit them to the Selectmen's Office.

Chairman Dworman asked if there were any questions or comments from the audience.

Police Chief Simpson inquired about a percentage increase.

Chairman Dworman responded with the economy, a 3% cost of living raise would be the most he would recommend. He encouraged everyone to keep their budgets to last year's, as it may be upsetting to people who are struggling. He suggested there will be special exceptions like possibly having the police dept. include a cruiser in the budget vs. a separate warrant article.

Police Chief Simpson stated his vehicles are currently in rough shape and he may want to purchase a vehicle at year-end.

Mr. Poelaert inquired as to the mileage each vehicle gets per year. Police Chief Simpson responded the 9-year-old vehicle has 170,000 miles on it. On average, depending on the usage of the vehicle, they get about 30,000 miles per year. The Board of Selectmen agreed they will look at the vehicle situation when meeting on the Police Dept. budget.

Chairman Dworman thanked everyone for coming and noted it has been a challenging year, but hears that things are improving and that is a good sign.

Mr. Poelaert motioned to adjourn at 7:10PM. Chairman Dworman seconded.

Mr. Pendell interjected Rick Bourque, of the Recreation Committee wanted to address the Board tonight.

Rick Bourque stated he wanted to talk about the Foss Wasson Field project. He said the estimate (to upgrade the baseball field) blew them out of the water.

He said the Board of Selectmen can move money from one line item to another, and he is requesting they move money to the Recreation Committee to fund the project. He wanted to know if they have any willingness to do that. They have fundraised and have \$16,000 ear marked for the project, but need money to finish the project. Chair Dworman responded he does not see that would be feasible. It was noted that they are more than \$10,000 short. It was noted the Board had included \$10,000 in the 2009 budget for the project, but when the default budget passed, the \$10,000 was eliminated.

Rick added they do have another source they can go to (they plan to go back to EJBL) to see if they are willing to help.

Rick added the ball field will have the capability of having a 60' and a 70' diamond to service the Town's needs.

Chairman Dworman stated they can shift things around within the intent of the budget. (i.e. snow removal the intent is originally budgeted for, and we have to spend the funds to remove the snow).

Chairman Dworman suggested a separate warrant article on the ballot (for 2010) to raise the funds. Rick responded they want to do it right away and not wait. Their intent is to excavate and then put the grass down this fall. The fence and the dugouts could be finished next year.

Rick informed the Board of Selectmen they have already gone to the School Board and asked for some of the \$300,000 that was donated to the school by Mr. Sargent upon his passing. They won't know until November what they will do with the money. They have sent out a survey to see how the people want to spend the money.

Rick stated he is handcuffed right now; they currently are part of the Town, and not a nonprofit organization, so they don't have the capability to raise additional money. They have raised some funds, which have been earmarked for the purpose in accordance with the auditors, but they are short.

They had \$4,000 in the Town budget, which has been expended. Mr. Pendell stated he wants to find a way to get the project done.

Chairman Dworman added they are right on track with 2/3 of the money spent, and he is not comfortable with okaying any money right now. We need to get through the last quarter of the year.

The Board members agreed Ms. Gallant should contact DRA and determine what would be legal or illegal to do. She agreed to do so.

The Board members agreed to discuss it again in December.

It was again noted the 2009 budget was \$14,000, and with the default budget passing, they received \$4,000. The excavation work estimate came in at \$45,000. The additional costs of fencing and dugouts at another \$7,000 puts the project at \$52,000+. Rick noted they are still short lots of money.

Mr. Pendell added when he contacted the people who did the Kensington Field, he was quoted \$120,000 for the project.

It was noted Deb will contact DRA for advice & discuss the options with him at the budget meeting on 9/28 with the Recreation Committee.

Rick stated we are trying to do what we can for fundraising, and will do more in the spring (of 2010). He added they are trying to whittle the cost down.

It was suggested businesses pay for banners on the fencing to help with the costs.

Rick stated the Recreation Committee appreciates whatever the Board of Selectmen can do to help to cross the finish line. Rick asked if they are willing to listen, and the response was, yes.

Mr. Poelaert added the voters won't like it if the money is not spent by the fire dept. or the police dept and used for the recreation committee. Instead, the money should be put in surplus to reduce the tax rate. There are people struggling and don't care and don't want the money spent on the ball field.

Rick noted the Special Revolving Fund currently has approximately \$16,000 earmarked for the field renovations.

Mr. Pendell added currently there are 167 kids in baseball with 400 parents who have been doing the fundraising, and he wants to find a way to do it. There are less volunteers each year to work on it. He would like to see the Board review it for the Recreation Committee.

Chairman Dworman suggested a warrant article to establish a capital reserve fund, and to place funds each year in the CRF to start.

Rick responded that is a great idea, but probably not for 2010. The idea of a separate warrant article for the \$10,000 was again suggested.

Rick thanked the Board for letting him take up their time.

Rick then submitted a letter of resignation dated 9/14/09, stating effective immediately he will no longer be the Chairman of the Recreation committee.

The Board acknowledged his resignation and that he will be moving to Florida. The Board inquired if anyone has expressed interest in replacing him, and Rick responded, not really, but noted Mike Perrella and Todd Gibbons have been very involved, and he is trying to get someone to pick up the torch.

The Board accepted his resignation, and Rick stated he expects to move to Cape Coral near Ft. Meyers Florida in about two months.

Rick said thank you for your support through my stewardship. Mr. Poelaert said thank you, you've been a good guy.

Rick informed the Board members Todd Gibbons runs the baseball program, Damon Robbins the soccer program, Rob Burns the basketball program, and Mike Perrella is very involved. He added he is sure someone will step up.

He thanked the Board members and left the meeting at 7:40PM.

Mr. Poelaert **MOTIONED** to adjourn this Selectmen's Public Meeting at 7:40PM. Mr. Pendell seconded. Motion carried 3-0.

Respectfully submitted,

Deborah G. Gallant  
Administrative Assistant

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Matthew B. Dworman

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Richard S. Poelaert

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David R. Pendell, Jr.