DRAFT – NOT YET APPROVED

TOWN OF EAST KINGSTON BOARD OF SELECTMEN

MEETING MINUTES

September 14, 2026

Pound School	Joseph Cacciatore, Chairman
41 Depot Road	Matthew Freeman
East Kingston, New Hampshire	Edward Warren
6:30PM	

Board Members present: Joseph Cacciatore – Chairman, Matthew Freeman and Edward Warren.

Others Present: Town Administrator Grace Ruelle and Library Trustee Sarah Courchesne.

Mr. Cacciatore called the meeting to order at 6:30pm with the roll call.

SIGN DOCUMENTS

#1. Meeting Minutes

The Board reviewed the August 17, 2026 public and nonpublic meeting minutes.

MOTION: Mr. Warren motioned to approve the August 17, 2026 public and nonpublic meeting minutes as presented; seconded by Mr. Freeman. The motion passed 3-0-0.

#2. Payroll Registers

Chairman Cacciatore presented, for board review and questions, payroll check registers dated August 28, 2026 in the amount of $62,422.66, and September 11, 2026 in the amount of $40,918.07.

MOTION: Mr. Warren motioned to approve and sign the payroll registers dated August 28, 2026 in the amount of $62,422.66, and September 11, 2026 in the amount of $40,918.07; seconded by Mr. Freeman. The motion passed 3-0-0.

#3. Accounts Payable Check Registers

Chairman Cacciatore presented, for board review and questions, accounts payable check registers dated August 21, 2026 in the amount of $14,206.39, August 28, 2026 in the amount of $5,725.12, August 28, 2026 in the amount of $129,167.51, September 4, 2026 in the amount of $132.80, and September 4, 2026 in the amount of $110,144.67.

MOTION: Mr. Warren motioned to approve and sign the accounts payable check registers dated August 21, 2026 in the amount of $14,206.39, August 28, 2026 in the amount of $5,725.12, August 28, 2026 in the amount of $129,167.51, September 4, 2026 in the amount of $132.80, and September 4, 2026 in the amount of $110,144.67; seconded by Mr. Freeman. The motion passed 3-0-0.

#4. Police Special Detail

Chairman Cacciatore presented, for board review and questions, police special detail check registers for the periods of August 13, 2026 through August 19, 2026 in the amount of $3,405.00 and August 24, 2026 through August 31, 2026 in the amount of $880.00.

MOTION: Mr. Warren motioned to approve and sign the police special detail check register for the periods of August 13, 2026 through August 19, 2026 in the amount of $3,405.00 and August 24, 2026 through August 31, 2026 in the amount of $880.00; seconded by Mr. Freeman. The motion passed 3-0-0.

DISCUSSION ITEMS

#1. Home Occupation Renewals

Chairman Cacciatore presented, for board review and questions, the home occupation renewals list.

GRANDFATHERED	VISIBLE	INVISIBLE
Bodwell & Sons Biological	Bodwells Septic Svc	Colonial Landscape
Brinks Firewood	AcuBright	Capture Your Action
Glenn Clark Remodeling	Benders Construction	The Quinn & Company
Freeman Logging	Eyelash Extensions	MAC Tactical
Freeman Family Sawing	JTC Construction	Airwave Networks Northeast
Keegan Concrete	Court's Custom Cookies	JJ Paint
Marshall Property Mgmt	Horse Kneads	Ditucci Petroleum
Millpond Development	Donahue & Son Insulation	Shear Joy
Mike Paul & Co	SLD Cleaning	Dog Boarding LLC
Sullivan Logging	Compass Point Quilts	Christopher Leighton Construct
Jamco Excavators	Atlantis Pool	603 Dirt Works
	Bucovina Cuisines	FF Mech. Welding
	Amesbury Towing	American City Homes
	K & B Landscape	Sea of Green Lawn Care
	Ridabock Glass	Hum & Bee
	Freedom Junk Removal	BW Smith Excavation
	Warrens Auto Repair	Diana's Country Dog Inn
	Clever K9	Hanscomb Transport
	Restaurantunstoppable.com	White Mountain Scientific

MOTION: Mr. Warren motioned to approve the home occupation renewal permits as presented except for Warren's Auto Repair; seconded by Mr. Freeman. The motion passed 3-0-0.

MOTION: Chairman Cacciatore motioned to approve the home occupation renewal permit for Warren's Auto Repair; seconded by Mr. Freeman. The motion passed 2-0-1 (Mr. Warren abstained).

#2. HealthTrust Dental Plan Change

Town Administrator Ruelle informed the board that the current dental plan offered by HealthTrust is being discontinued and that four other dental plan options are available for consideration. The replacement plan needs to be selected by November 14th. She noted that each of the options are similar and range from $1 to $3 more per plan.

Discussion ensued on soliciting employee input from the ten town employees currently enrolled in the insurance, that the board will make the final decision, on maximum plan coverages ($1,000, $1,500 and $2,000), on the current contribution rates (single plan with 100% covered by the town, and 2-person and family plans with 80% covered by the town). Employees will be given 30 days to provide feedback before a final decision is made by the board.

CORRESPONDENCE

#1. Reminder – Second Public Hearing for Land Donation

Town Administrator Ruelle noted the second public hearing on the land donation is scheduled for September 21, 2026 at 6pm at the Pound School.

#2. NHMA Important Dates Calendar for the 2027 March SB2 Town Meeting

Town Administrator Ruelle presented the NH Municipal Association's SB2 town calendar dates for the 2027 election season. Deadlines and dates included budget hearing deadlines, zoning amendment public hearing dates, deliberative session dates, and the March Town meeting date. The board will use this guidance in setting the town's hearing dates.

Discussion then ensued on providing budget development guidance to department heads, setting COLA numbers utilizing the CPI-U index, and scheduling a department head meeting for Tuesday, October 14 at 6:30pm.

#3. Elderly Exemption Criteria

Town Administrator Ruelle noted that the town voted on the eligibility criteria for elderly exemptions by way of a warrant article years ago and that that criteria is outdated with respect to the current actual, realized poverty rates. She stated that a number of property owners have fallen short of the current criteria by $2k-$5k and inquired if the board would consider modifying the criteria by way of a new warrant article for the 2027 Warrant.

Discussion ensued on the process to change the criteria, on the Department of Revenue Administration's list of elderly exemption stats for Rockingham County (EK is $10k below average), on the qualifying age of 65 years, on EK's poverty rate (14%) in relation to surrounding communities, and on consideration to change the criteria for the 2027 Warrant with an effective date of 2028. No action was taken at this time.

NONPUBLIC SESSION #1 - REPUTATION

MOTION: Chairman Cacciatore motioned to go into non-public session under RSA 91-A:3, (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant; seconded by Mr. Warren.

The board was polled: Chairman Cacciatore – yes
Mr. Freeman – yes
Mr. Warren – yes

The board entered nonpublic session at 6:58pm. The board re-entered public session at 7:02pm.

MOTION: Mr. Warren motioned to seal nonpublic meeting minutes under RSA 91-A:3, on the basis that divulgence of the information likely would affect adversely the reputation of any person other than a member of the public body itself; seconded by Mr. Freeman. The motion passed 3-0-0 (2/3 vote required).

NONPUBLIC SESSION #2 - REPUTATION

MOTION: Chairman Cacciatore motioned to go into non-public session under RSA 91-A:3, (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant; seconded by Mr. Warren.

The board was polled: Chairman Cacciatore – yes
Mr. Freeman – yes
Mr. Warren – yes

The board entered nonpublic session at 7:03pm. The board re-entered public session at 7:16pm.

MOTION: Mr. Warren motioned to seal nonpublic meeting minutes under RSA 91-A:3, on the basis that divulgence of the information likely would affect adversely the reputation of any person other than a member of the public body itself; seconded by Mr. Freeman. The motion passed 3-0-0 (2/3 vote required).

NONPUBLIC SESSION #3 - SECURITY

MOTION: Mr. Freeman motioned to go into non-public session under RSA 91-A:3, (g) Consideration of security-related issues; seconded by Chairman Cacciatore.

The board was polled: Chairman Cacciatore – yes

Mr. Freeman – yes
Mr. Warren – yes

The board entered nonpublic session at 7:18pm. The board re-entered public session at 7:25pm.

MOTION: Mr. Freeman motioned to seal nonpublic meeting minutes under RSA 91-A:3, on the basis that divulgence of the information would render the proposed action ineffective; seconded by Mr. Warren. The motion passed 3-0-0 (2/3 vote required).

ALS STAKEHOLDERS MEETING

Mr. Warren then left the board table and took a seat in the gallery as Fire Chief to inform the board on an ALS Stakeholders meeting that he attended in Plaistow. The purpose of that meeting was to present an emergency-paramedic program offered by the Town of Plaistow to provide paramedic services to member towns to replace the service once provided by ALS which was terminated by Exeter Hospital. Participation in this program includes a readiness fee that is the same for all participating towns, and then additional billings when the ALS paramedic rides in the ambulance – situations where the paramedic is not needed to ride the ambulance are not charged as this is covered by the readiness fees. The term of the contract would be five years to coincide with typical grant applications, and the cost would be $15k for the first year, $30k for the second year, and increases until a cap of $81k for year five.

He spoke to the cost of employing their own medic (approximately $145k per year), of the level of certification for such medic (highest level with accompanying medical equipment), the cost for non-member calls to ALS ($3k each), that membership would require the vote of the taxpayer (warrant article), that calls to ALS can be cancelled at any time without cost, and that Exeter Hospital, as well as other local hospitals, go on divert status often thus the need to have this caliber of medical expertise and equipment for emergency calls.

He fielded questions about the funding and revenue stream for this program in that currently all revenue generated by the EK ambulance goes to the ambulance fund; however, all charges to the town through the ALS service would be paid from the general fund thus the revenue would not offset the expenditure. He stated they could modify how these funds/expenditure are managed.

Questions were raised on how this proposal fits in with the recent proposal to offer EK's ambulance services to the Town of Kensington (how do you justify paying for greater coverage when the town is reducing its own coverage intentionally to service another town?), on why the town would pay for paramedics when the town already employs them, and on whether or not this extra service was necessary due to the town's close proximity to the Exeter Hospital. Mr. Warren responded that the Kensington deal is unlikely to happen though there are still talks, that the level of paramedic certification for the town's employees is not to the level of the ALS paramedics plus they bring with them state of the art medical equipment, and that Exeter Hospital goes on divert often due to their own limitations. He further stated he thinks it's a valuable service that the town needs, however, he does agree that the cost is not very affordable.

Discussion ensued on holding informational forums to educate the voter on this program (livestream an in-person forum, posting the recording to throughout the town (website and social media), and then allowing the voter to decide if they want this type of service in town and be willing to pay for it.

MOTION: Mr. Freeman motioned to hold a special community-wide forum to be presented by the Plaistow Fire Chief, to videotape the forum and release it to the public, and to follow up with a presentation at the deliberative session; seconded by Chairman Cacciatore.

Discussion: Sample warrant article language has been drafted for consideration, the elementary school has livestream capabilities, informational flyer could be produced, they can use the new emergency alert system to get the information out, and they will aim for the end of October – early November for the forum.

VOTE: The motion passed 2-0-0 (Mr. Warren recused himself from the vote).

Other logistics about the forum were discussed as was the one-year notice to end the contract requirement.

Mr. Warren returned to the board table.

There being no other business before the board,

MOTION: Mr. Freeman motioned to adjourn; seconded by Mr. Warren. The motion passed 3-0-0 and the meeting ended at 8:17pm.

Minutes prepared by Catherine Belcher.

Joseph Cacciatore	Matthew Freeman	Edward Warren