DUNBARTON BOARD OF SELECTMEN

**MINUTES OF MEETING**

**THURSDAY, MAY 24, 2012**

**TOWN OFFICES – 7:00 P.M.**

**The Dunbarton Board of Selectmen held their regularly scheduled meeting at the above time, date and place with Les Hammond, Chairman, presiding.**

**The following were present:**

 **Les Hammond, Chairman**

 **Ted Vallieres, Selectman**

 **Ron Wanner, Selectman**

 **Line Comeau, Town Administrator**

 **Alison Vallieres, Recording Secretary**

**Members of Boards/Committees and Town Officials:**

 **Linda Peters, Town Clerk**

 **Patrick Bowne, Transfer Station Manager**

 **Jeff Crosby, Road Agent**

**Members of the Public:**

 **None**

**Les Hammond, Chairman, called the meeting to order at 7:01 p.m. with a full Board of Selectmen present along with Line Comeau, Town Administrator, and Alison Vallieres, Recording Secretary.**

**MINUTES OF PREVIOUS MEETING APPROVAL (May 17, 2012)**

**MOTION:**

**Ron Wanner made a motion that the Dunbarton Board of Selectmen approve the minutes as written of the meeting of May 17, 2012. Ted Vallieres seconded the motion. The motion passed unanimously.**

**BARBARA MCCANN, BUILDING DEPARTMENT RE UPDATE ON TOWN MAPPING:**

 **Barbara McCann appeared before the Board of Selectmen to bring them up to date on the status of the online service for property cards through Cartographics.**

 **She stated that the contract was signed with the Board of Selectmen in July 2011 and the online service started in November 2011 at no cost to the Town for one year. This means that the first payment of $1,800 would be due in November 2012.**

 **Through some miscommunication , the $1,800 was not included within the 2012 budget.**

 **Barbara McCann stated she has spoken with Cartographics and they are willing to work with the Town in keeping the service online for the period between November and March 2013 after Town Meeting when the new budget is finalized. Cartographics do not recommend having a break in the service online because the public are getting used to obtaining information online. In addition it has cut down on traffic considerably in the Town Office .**

 **The new contract for the online service will run from April 1, 2013 through March 31. 2014.**

 **Cartographics has agreed in writing to waive the fee for six months for the period November 2012 until March 2013.**

 **Barb McCann stated she felt the Board of Selectmen should be aware of the great concession that Cartographics has made and she wanted to explain it to them. She stated that this is a great tool to be used by the Town.**

 **Barb McCann noted she had recently explained the online system to the Board of Assessors at their regular meeting. There was evidently some misunderstanding about privacy issues, etc. All this information is available to anyone who comes into the office and prints the information. She stated that after the meeting, she felt the Board of Assessors understood the process and were more in agreement with it.**

 **She noted that with regard to the building footprints being included online, there is a way that Cartographics can export a PDF of the Vision Property cards and link them The Town of Belmont uses this service and Barbara has a contact there. Cartographics has also agreed to do this with no fee to the Town of Dunbarton.**

 **Barbara McCann stated she wanted the Selectmen to know that Cartographics wants to make the Town of Dunbarton happy and they have made these two concessions.**

 **After discussion, the Board of Selectmen reached a consensus that the Town of Dunbarton should continue with the online property card service as provided by Cartographics at a cost of $1,800 per year and this money should be included within the 2013 budget.**

 **Barbara McCann stated that she wanted to make sure the Selectmen were aware of the time and effort put in by George Holt in getting drawing and additional mapping to Cartographics.**

 **The Board of Selectmen requested Barbara McCann to write a letter of thank you to both George Holt for his efforts in working with Cartographics and also to Cartographics for working with the Town of Dunbarton regarding the lack of funding, etc. for the period November 2012 - March 2013.**

 **At this point in the meeting, Jeff Crosby, Road Agent, asked if the Board of Assessors had been invited to attend this meeting.**

 **Barbara McCann stated that when she met with the Board of Assessors last week, she advised them if they had any questions, they should get on the Board of Selectmen's agenda for discussion. Tim Terragni had called and said that the meeting she had with them had really put their minds at ease.**

**JEFF CROSBY, ROAD AGENT:**

 **Complaint re Mansion Road Right of Way - St. Amand:**

 **Line Comeau, Town Administrator, presented the Board of Selectmen with a copy of a letter received from Mark and Sharon St. Amand, 111 Barnard Hill Road, Dunbarton, NH regarding a large truck driving between the road and the stone wall on Mansion road. (attached)**

 **Jeff Crosby noted the St. Amands had put rocks on the side of the road about 1 1/2' off the road.**

 **He stated he was chased down previously by Mr. St. Amand regarding the issue.**

 **Mrs. St. Amand recently called Allen Sheldon regarding the issue of the right of way on Mansion Road. She stated that the Queen Ann House on the corner of Stark Lane and Mansion Road had all sorts of plants, rocks, etc. planted within the right of way and the Town has not enforced the right of way issue with these people.**

 **Noted that William Nichols plows Mansion Road and he is not the vindictive type of person that would do anything like suggested. She stated that someone with a large truck came and plowed up to the stone wall. Jeff Crosby stated he knew nothing about this.**

 **The Selectmen noted that Mansion Road is a State road and the only responsibility the Town of Dunbarton has is to plow and sand in the winter. Other than that, the State is responsible for the road.**

 **The Selectmen noted that the right of way for Mansion Road would be four rods.**

 **Ted Vallieres asked if the Town has a policy of not allowing plantings, etc. within the right of way.**

 **It was noted that the Town discourages landowners from putting items in the right of way. During maintenance along Town roads, plantings could be cut down.**

 **Les Hammond, Chairman, stated that the Selectmen will not get involved in this issue.**

 **Flintlock Farm Dam:**

 **Ron Wanner asked about the recent invoice from Jeff Crosby regarding repairs at the Flintlock Farm Dam. Jeff Crosby stated that these were required by the DES Dam Bureau. Once we paid the fee, etc. we thought it would go away but DES wanted us to cut the trees and pull the stumps out. We also took out the rip rap. They had stated it was a hazard and therefore we removed it, etc.**

 **Noted that the culvert which had caused the problem was supposed to be a cement culvert and not a metal culvert which was put in. If the culvert had been concrete, we would not have been dealing with the replacement of the culvert, etc.**

 **Kimball Pond Dam:**

 **The Dunbarton Conservation Commission had a recent meeting where the Kimball Pond Dan was discussed. There evidently is an issue with erosion on the downhill side of the spillway. They mentioned removing the logs out of the spillway. In addition, the rebar was starting to stick out. This was mentioned to George Holt.**

 **Ron Wanner stated they should not be doing any dam repairs until contacting DES.**

 **It was noted that we should be proactive when it comes to dealing with dam issues. The Conservation Commission should be alerted to this fact.**

**CEMETERY TRUSTEES/MOWING:**

 **Line Comeau, Town Administrator, gave the Selectmen a copy of an e-mail received regarding the Hearse from the Cemetery Trustees. (attached)**

 **Hearse:**

 **Questions asked as follows:**

 **1. What is the town's policy of town property being used for personal use?**

 **2. If the hearse is used for personal use will the town's insurance policy cover the hearse, operators, horses, and any potential legalities and liabilities relating to an accident?**

 **3. Is the town hearse a historical artifact or working piece of "in service" town equipment?**

 **4. What was the purpose/intent of the hearse restoration project?**

 **Ted Vallieres stated he had contacted and met with the former Hearse Committee members and discussed the restrictions that they put on the hearse when it was transferred to the Cemetery Trustees as follows:**

 **He stated he had spoken with Bob Boynton who was the person who rebuilt the hearse. Bob Boynton said that the hearse was rebuilt to be a "working vehicle". He rebuilt all the wheels and hubs so they would be road worthy. It is not a real fragile piece of equipment. The Town owns it. The Cemetery Trustees are the caretakers. The Hearse was rebuilt so it could be used in the manner it was meant to be used. It was not rebuilt with the idea that it would never be used. When it was restored that was the Hearse Committee's purpose.**

 **1. Cannot be used in the rain.**

 **2. Cannot put a casket in the hearse. (It is too small) Only cremains can be transported.**

 **3. There is no restriction on how far you can take it.**

 **4. Not sure about the insurance coverage.**

 **At that point, the Hearse Committee members were going to meet with the Cemetery Trustees to work out a plan for the use of the Hearse. Donna Dunn became involved in a family project out of town and has been unable to attend any meetings so it has been put on hold.**

 **Ted Vallieres will try to contact Donna Dunn and get the project moving forward.**

 **Jeff Crosby, Road Agent, noted that when the Garden Club used the Town owned chipper, he went with the machine to make sure it was used properly etc. There could be someone assigned to the**

 **Town Hearse. It was suggested that Bob Boynton would be the person most likely to be in charge of the use of the hearse.**

 **Cemetery Mowing Grass between Route 13 and the Center Cemetery:**

 **Line Comeau, Town Administrator, stated that she had received e-mails from both Doug Domain and Rich Schaffer, Cemetery Trustees, regarding the mowing of the grass between the Center Cemetery and Route 15. Both Trustees stated that it was not the Cemetery Trustees responsibility**

 **for the lawn area between the Cemetery and Route 13.**

 **Ted Vallieres stated he had spoken with the mowing contractor and he had no problem mowing the area referred to. He will plan to do it on Thursday, May 24. As of this time, it has not been mowed.**

 **Mike Underwood has offered to mow the area because time is short before the Memorial Day Celebration and the Town needs to get it done. Mike Underwood will charge the Town for the mowing.**

 **The Town has received many complaints about the Cemetery mowing.**

 **Ted Vallieres will contact Mike Underwood regarding doing the mowing in time for the Memorial Day Celebration.**

 **Lightec Contract:**

 **Line Comeau, Town Administrator, presented the Board of Selectmen with a copy of the Lightec Contract to be signed. The check which will be enclosed with the signed contract is for 1/2 of the Town's cost.**

 **Les Hammond signed the contract on behalf of the Town of Dunbarton.**

**LINDA PETERS, TOWN CLERK:**

 **Milfoil Committee:**

 **Linda Peters, Town Clerk, presented appointment papers for the Milfoil Committee for Selectmen's signatures as follows:**

 **James Stone Expires 3/31//2015**

 **Jacques Belanger Expires 3/31/2015**

 **Brett St. Clair Expires 3/31/2014**

 **Nancy Lang Expires 3/31/2014**

 **Lou DiBerio Expires 3/31/2015**

 **It was noted for the record that Brian Pike has not yet responded. Ron Jarvis has said no. At this point, there is no Selectmen's representative.**

 **She noted the Milfoil Committee had an organizational meeting recently. Attendees were Lou DiBerio, Nancy Lang, and James Stone.**

 **Town Clerk - Replacement Copier/Printer:**

 **Linda Peters, Town Clerk, reported that she had her new copier/fax /printer. Jim Michaud has hooked it up. Seems to work well.**

**BARBARA MCCANN:**

 **Barbara McCann stated she wanted the Selectmen to understand that Cartographics would be charging the Town of Dunbarton $1,800 for the online service for property cards in addition to the**

 **$2,500 which already is in the Planning/Zoning Budget under Mapping.**

**PATRICK BOWNE, TRANSFER STATION:**

 **Patrick Bowne, Transfer Station Manager, appeared before the Board of Selectmen to discuss the following issues:**

 **Ron Boynton - Commercial Hauler**

 **Noted Ron Boynton, Commercial Hauler, has been showing up each week at the Transfer Station.**

 **At this point in the meeting, Ron Wanner stated that we still need to rewrite the letter to Ron Boynton regarding his commercial trash, etc.**

 **Les Hammond stated that Line Comeau, Town Administrator, would be rewriting the letter to Ron**

 **Boynton.**

 **Transfer Station Pickup Truck:**

 **Ron Wanner asked when Patrick Bowne would be producing a listing of the uses of the pickup truck.**

 **Patrick Bowne will bring a listing of the uses to the Selectmen's Meeting.**

**JEFF CROSBY, ROAD AGENT:**

 **Jeff Crosby, Road Agent, asked about the status of the Highway Safety Committee. It was noted that Jeff Crosby, Police Chief Daniel Sklut, Fire Chief Jon Wiggin and Les Hammond, Selectman are members of this Committee. Will be scheduling a meeting in the near future.**

**At this point in the meeting, the following motion was made:**

**MOTION:**

**Ron Wanner made a motion that the Dunbarton Board of Selectmen go into a Non-Public Executive Session in accordance with RSA 91:A :3 to discuss a personnel issue. Ted Vallieres seconded the motion. The motion passed unanimously with the following roll call vote:**

 **Hammond - Yes**

 **Wanner - Yes**

 **Vallieres - Yes**

**The regular meeting of the Board of Selectmen resumed after the Non-Public Meeting adjourned at 8:55 p.m.**

**OTHER BUSINESS:**

**TRANSFER STATION:**

**Patrick Bowne, Transfer Station Supervisor, stated there were several items that he would like repaired in the near future as follows:**

 **1. Small leak in sink**

**He noted the following items should be included in the maintenance plan for next year:**

 **1. Wall which is leaning should be repaired. It should be a poured wall.**

 **2. The top coat of hot top was never put on. Needs to be done.**

 **3. Roof on Recycling Center needs attention.**

**It was noted the new striping on the access is helping immensely. People are commenting what a good idea this was.**

**Baler:**

**Baler will be in within 5-6 weeks. Have contacted Ernie's Electric regarding electrical installation.**

**Trash Tonnage:**

**Noted trash tonnage is going up. Water makes trash heavier. This could be part of the increase.**

**SINGLE STREAM COMMITTEE:**

**Ron Wanner stated he would recommend terminating the Single stream Committee and forming another one if the Coop comes back with another proposal.**

**OLD HOME DAY:**

**It was noted that according to Lara Routhier, Recreation Committee, the date for Old Home Day has been tentatively set for Saturday, September 15, 2012.**

**There being no further business, the following motion was made:**

**MOTION:**

**Ron Wanner made a motion that the Dunbarton Board of Selectmen adjourn the meeting of the Dunbarton Board of Selectmen at 9:40 p.m. Ted Vallieres seconded the motion. The motion passed unanimously.**

**Respectfully submitted,**

**Alison R. Vallieres**

**Recording Secretary**

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**Les Hammond, Chairman**

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 **Ron Wanner, Selectman**

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 **Ted Vallieres, Selectman**