DUNBARTON BOARD OF SELECTMEN

**MINUTES OF MEETING**

**THURSDAY, AUGUST 30, 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:**

 **None**

**Members of the Public:**

 **Lori Davis**

 **Julio Aramini**

 **Gary MacCubbin**

**Les Hammond, Chairman, called the meeting to order at 7:00 p.m. with a full Board of Selectmen present along with Line Comeau, Town Administrator, and Alison Vallieres, Recording Secretary.**

**MINUTES OF PREVIOUS MEETINGS APPROVAL (Thursday, August 23, 2012)**

**MOTION:**

**Ted Vallieres made a motion that the Dunbarton Board of Selectmen approve the minutes of Thursday, August 23, 2012 as written. Ron Wanner seconded the motion. The motion passed unanimously.**

**MILFOIL PAYMENT:**

 **Line Comeau, Town Administrator, presented a statement regarding the Milfoil Payment (attached).**

 **Noted the following:**

 **1. According to the contractor, they do not have to do a second application because the Milfoil is not growing back, etc. at this point.**

 **2. On August 27, 2012, DES sent the Town of Dunbarton $6,075 as DES's 50% payment towards the Milfoil Treatment to date.**

 **3. Dunbarton paid $1,500 down payment at the signing of the contract.**

 **Ted Vallieres expressed concern that the amount we would be paying was more than the contract, etc. He stated that the original contract stated they would be applying granular which was more expensive than liquid application. At that time, the Board of Selectmen voted to apply the liquid treatment because, according to the contractor, it would be more effective. It was also less expensive.**

 **There was considerable discussion regarding the final amount the Town of Dunbarton should pay.**

 **Ted Vallieres suggested that the Town of Dunbarton pay the following amount:**

 **$5575 (which is 50% of $11,150)**

 **- 750 (which is 50% of the $1500 already paid)**

 **$4825**

 **Line Comeau stated that because DES has already paid the Town of Dunbarton $6075, we should be paying the contractor for the total cost of the application.**

 **After much discussion, the Board of Selectmen agreed that Line Comeau should compose a letter to the contractor stating that we don't agree with the billing, etc. and the Town will not be paying until the invoice is acceptable to the Town of Dunbarton.**

**JULIO ARAMINI RE JEAN DRIVE ROAD:**

 **Julio Aramini appeared before the Board of Selectmen to discuss the Jean Drive Entrance Road and**

 **if he and the other owners within Jean Drive brought the entranceway up to Class V standards, if the Town would accept the road.**

 **Mr. Aramini stated the following:**

 **1. He purchased 17 Jean Drive in June 2011. Presently, his daughter lives at the property.**

 **2. Has had gravel brought in for the entranceway.**

 **3. Would like the Board of Selectmen's input as to whether or not if the entranceway was brought up to Class V standards, would the Town accept it as a Class V road.**

 **4. Wanted to know what the requirements were for a Class V road.**

 **5. Selectmen noted that the standards would be the same as for a subdivision and were within the subdivision regulations. They would be available from the Building Department.**

 **6. Stated he would like to include the other owners of property in Jean Drive to participate in the cost of upgrading the road. Will review this information with the other three owners on Jean Drive.**

 **7. Noted the entrance road was approximately one quarter of a mile long.**

 **Les Hammond, Chairman, stated that he would not be in favor of the Town taking over Jean Drive as a Town Road but was not speaking for the other two Selectmen.**

 **Mr. Aramini will obtain the specifications for a Class V road from the Building Department and review with the other owners on Jean Drive.**

**DEPARTMENTS:**

 **Line Comeau, Town Administrator, brought up the following items for discussion/action:**

 **Bank Reconciliation - Month of July 2012:**

 **Noted that both she and Alison Vallieres had completed the Bank Reconciliation for the month of July 2012 for the Selectmen's signatures. Les Hammond noted that the Town Treasurer should also be signing off on this.**

 **Financial Report to DRA:**

 **Presented a copy of the Financial Report which was completed by the Auditors which should be forwarded to DRA by September 1, 2012.**

 **Ted Vallieres questioned several items on the report. It was decided that he should speak with the**

 **auditors regarding the items. Will call auditors Friday, August 31 for clarification prior to forwarding to DRA.**

 **Health Officer and Deputy Health Officer:**

 **Presented appointment paperwork for Selectmen's signature for Kyle Parker, Health Officer and Jon Wiggin, Deputy Health Officer.**

 **Selectmen noted it was for a three year term ending in March 2015. In the past, it has been for one year. According to the State, the term should be three years.**

 **Fireworks for Old Home Day:**

 **Presented a contract for the fireworks for Old Home Day for Selectmen's signature. Noted the cost of the fireworks this year was $3,500. J. R. Swindlehurst will be doing the firework display.**

 **Curly's Carpet - Request for Deposit:**

 **Noted the Town received a request from Curly's Carpets for a $3,000 deposit for the rugs to be installed in the Town Offices.**

 **After discussion, it was decided that the Town could pay the cost of the carpets once they were delivered to the Town Office and the remainder of the payment upon completion of the carpet installation.**

 **Line Comeau will contact Curly's Carpets with this information.**

**OTHER BUSINESS:**

 **Town Office Furnace Warranty:**

 **Ted Vallieres stated that because the furnace in the Town Office was only five years old, he had suggested having J. R. Swindlehurst investigate whether there was any sort of Warranty on the Heat Exchanger.**

 **J. R. called the manufacturer and they stated they do not warranty commercial installations but would refer it to Granite Group. Granite Group stated they would warranty the heat exchanger except that it was not in place any longer for them to inspect, etc. Based on this information, Granite Group offered the Town of Dunbarton a replacement heat exchanger at an approximate cost of $300 instead of $1,500.**

 **Ted Vallieres asked the Board of Selectmen if they were in favor of purchasing the new heat exchanger for the furnace which was originally slated to go into the Highway Garage. It was noted the furnace in the Highway Garage was at least twenty years old.**

 **After considerable discussion, the Selectmen reached an agreement to go ahead and purchase the replacement heat exchanger for the furnace which was removed from the Town Offices at an approximate cost of $300 as proposed by Granite Group.**

 **Town Office Repairs:**

 **Ted Vallieres reported that Kyle Parker would be unable to do the floor repairs needed until a "rainy day". Based on this information, Ted Vallieres felt we should look for someone else to do the repairs which need to be done before J. R. Swindlehurst can complete the heating system installation. In addition, we need to be ready for the carpet installation. He stated he had been able to find a contractor to do the repairs immediately. Requested the Board of Selectmen's approval to hire David Stilson, Flintlock Farm, to do the repairs. The estimate is less than the original estimate.**

 **Ron Wanner suggested that we ask Kyle Parker if he can do the repairs this Friday or Saturday, etc. and if he would agree with the Town getting someone else, etc. If Kyle is unable to do the repairs, then he would agree with hiring someone else.**

 **LCHIP Grant:**

 **Ted Vallieres stated that the Town Hall and Theatre Restoration Committee was in the process of**

 **applying for a $50,000 LCHIP Grant. One of the requirements is that the members of the Board of Selectmen sign an acknowledgement that they have read the grant application and understand the guidelines and the procedures, etc. Ted presented copies of the acknowledgement for the Selectmen's signatures.**

 **All Selectmen signed the acknowledgement. Ted Vallieres will get the acknowledgements to Margaret Watkins because the due date is September 1, 2012.**

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

**MOTION:**

**Ted Vallieres made a motion that the Dunbarton Board of Selectmen adjourn the meeting at 8:30 p.m.**

**Ron Wanner 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**