

**Dunbarton Board of Selectmen
Meeting Minutes
July 7, 2022**

A meeting of the Dunbarton Board of Selectmen (BoS) was held on Thursday, July 7, 2022 at 7:00 p.m. at the Dunbarton Town Offices.

Board members present:

Mike Kaminski, Chair
Dave Nault, Selectman
Justin Nault, Selectman

Town Officials present:

Line Comeau, Town Administrator
Jon Wiggin, Fire Chief
Jeff Crosby, Road Agent
Patrick “Woody” Bowne, Transfer Station Manager

Members of the Public present:

Lee Martel recorded the meeting for the benefit of citizens that were unable to attend (Linda Nickerson uploads the videos to YouTube).

Mike Kaminski called the meeting to order at 7:00 p.m.

OLD BUSINESS

Approve Minutes

Motion: by Dave Nault, seconded by Justin Nault to approve the regular minutes of June 23, 2022 (7:00 p.m.) as amended.

Discussion: none.

Vote: (3-0)

Mike Kaminski noted for the record that the BoS is still very pleased with the work of their Recording Secretary.

PUBLIC COMMENT

Lee Martel asked if the construction project at the Library/Town Hall is still on schedule. **Dave Nault** said that the windows are on order and not due in until 8/17, so they will use plastic to cover them on the inside for the time being. They had hoped to have the outside ready for Old Home Day, but it doesn't appear that they will be able to stick to that goal. Many companies are experiencing delays right now and the window companies are no exception. **Mike Kaminski** noted that the snow fencing has been put up around the area to provide another barrier.

Mike Kaminski added that for safety purposes, it is important that people stay clear of the construction site, including members of the public and town employees. The only people that should be in or around that area include the Building Inspector, the Town

Representative/Engineer that does inspections, the Fire Chief, the Selectmen and the contractors.

Chief Wiggin said that he needs to visit the site to mount the Knox box; the contractor will need to install the supports. **Dave Nault** directed Chief Wiggin to coordinate with the job supervisor Bobby Chagnon.

Dave Nault said that they are going to leave the entryway/vestibule area as it is, and it will be used as a limited closet. He asked Chief Wiggin if the alarm system needs to come out of that closet area. **Chief Wiggin** said they can make it a remote annunciator panel off the main panel. He did talk to Librarian Mary Girard, and she said that she won't pile stuff in front of the panel. Line Comeau will assist Chief Wiggin in reaching out to Pro Technologies to have them come out and take a look at the system to get a quote for the work.

TOWN BUSINESS

Parking

Chief Wiggin has been approached by the Central NH Special Response Unit that their police department is a member of. CNHSRU runs an ambulance and supplies paramedics to deploy to member towns as needed. They are having a hard time finding people to staff their ambulance and they are needing a place that they can park it. They have recently hired a paramedic that resides in Dunbarton and have asked if they can park the ambulance outside the fire department on a temporary basis (they are looking to part with it in the near future).

The BoS was in consensus to allow the CNHSRU to park their ambulance at the fire station.

Mike Kaminski suggested a cutoff date of December 1 or first snow and asked him to coordinate with the **Police Chief** to determine the best place to park it.

Mike Kaminski asked Chief Wiggin how the fire department's barbeque went. **Chief Wiggin** reported that they sold 300 tickets and they served 180 meals.

Quarterly Expenses and Revenues

Line Comeau reviewed quarterly expenses and revenues with the BoS. She said that they are where they should be in terms of their expenditures.

Town Building Maintenance and Improvements: **Line Comeau** said that there is \$67,293 remaining in this account. This does not include the contingency amount that the BoS has reserved for the fall. The air exchanger and window cleaning were paid from this account. They are still responsible for the cost of the wiring of the electrical panel for the sprinkler system. The architect for the Library/Town Hall renovation is looking to have one electrician do all the wiring for the building, but the funds for the electrical panel for the sprinkler system will still be provided by the BoS out of this account. Details are still in progress regarding the electrician that will be doing the wiring.

Revenues

Line Comeau reviewed the town's revenue accounts, which are also in good shape at this point in the year. Current revenue collected from all departments thus far totals \$578,653. Outstanding revenues currently stand at \$261,729. Discussion occurred regarding outstanding revenue expected from current use fees. Also noted was that they budgeted conservatively for building permits, and that line has had a lot of activity. The Transfer Station has also collected more at this point in the year than expected. In June, they have exceeded their expected revenues collected through recycling and fees by \$11,636 so far.

Mailbox Items

Mike Kaminski reviewed the items of correspondence received from the last meeting:

- Information regarding concrete slab insulation.
- Chief Remillard provided an update on the removal of some of the decals on a few of the police cruisers that were in pretty bad shape. Chief Remillard hesitates to spend money to replace the decals on the vehicle because of its age. **Dave Nault and Justin Nault** feel that it is important that police vehicles are clearly marked. The BoS will work with the police department to fund the replacement decals on the vehicles in question.
- Notification from Eversource regarding increased rates.
- Request from Welfare Director to adopt state-recommended language pertaining to providing assistance to people experiencing homelessness.

Motion: by Mike Kaminski, seconded by Justin Nault to adopt the updated state language for the welfare department as recommended by the Welfare Director.

Discussion: none.

Vote: (3-0).

- Notice that Eric Window has provided his resignation to the town with a 2-week notice. He will have some flexibility in his hours at his new job to assist in the transition. While they do accept his resignation, **Dave Nault** would like to keep him on as a current employee for a little longer to make sure that they get through the latest reconciling with him to finish out 2021 and the current year.
- Engineering update report. Jeff Trexler reported that he did find a few shortcomings (types of nails used, etc.) on the construction project which have already been addressed and resolved.
- Painting contractor Don Tuttle had come in to do some warranty painting work while Town Administrator Comeau was on vacation. Some of the work that he was doing was beyond the scope of the warranty which would require an additional quote. Jo-Marie in the office explained this to Mr. Tuttle and he requested someone to give an approval on the work that day. Jo-Marie told him that he will need to submit a quote for the work he was looking to do because it is something that would need to be reviewed and approved by the BoS. Mr. Tuttle asked if the BoS could hold an emergency meeting to approve the work (which they did not do). **Mike Kaminski** noted that Mr. Tuttle did submit a quote, but

had started to do the work beyond the scope of the warranty without authorization. He felt that the quote that was submitted was quite high for the amount of work that needs to be done. The BoS reviewed the work listed in the quote, some of which was already completed. **Dave Nault** reviewed the quote and said that he is ok with the amount, because he wants to see the work done right. **Justin Nault** is reluctant to switch to a new contractor because that could complicate the current warranty.

❖ *The BoS was in consensus to allow Mr. Tuttle to proceed with the work listed in his quote.*

Discussion occurred regarding fixing the drip line on the buildings to limit the splash back onto the painted surface of the building. **Woody Bowne** suggested using crushed glass covered with stone as a cost-saving measure.

- The Town Offices will be closing at 3 p.m. on Tuesday July 12, 2022 for an active shooter training session for town employees.

Mike Kaminski would like to ensure they have the fee schedule discussion scheduled. Line Comeau said that it is scheduled for July 21st, but she needs to receive information from the departments to review. She will send out a reminder to them to submit this information. **Mike Kaminski** noted that in terms of increases, they need to be reasonable. Dave Nault added that he doesn't feel they offer a lot for the tax base in town, and also feels that they need to be conservative when it comes to increasing any resident fees.

PUBLIC COMMENT

None.

BOARD MEMBER ISSUES

Justin Nault asked Line Comeau to make sure that the BoS is copied on all of the emails related to the construction project.

Justin Nault noted that his name is listed online as being a member of the KTFCA and the Town Forest committees, but it is actually Dave Nault that is serving on those committees.

Mike Kaminski would like some information from the Police Department on how many speeding tickets were given out over the last quarter as opposed to warnings. **Line Comeau** noted that that information is provided in the Chief's reports. **Dave Nault** added that there is a 25-27% ratio of traffic stops to tickets. **Mike Kaminski** said that his concern is that there seems to be quite a bit of speeding through the center of town. **Dave Nault** will follow up with the Police Department and ask them about placing the digital speed signs in that area again.

Mike Kaminski gave an update on the Energy Committee: they repaired the solar hot water heater at the school. The committee is obtaining quotes to place a solar

farm in town to support the school. The most likely spot at this point may be the roof of the school.

NONPUBLIC SESSION

Motion: by Mike Kaminski to enter into nonpublic session in accordance with RSA 91-A 3 II (a) at the request of Patrick Bowne.

By roll-call vote:

Kaminski-yes. D. Nault-yes. J. Nault-yes.

The BoS took a 2-minute recess at 8:14 to allow the room to clear.

The BoS entered nonpublic session at 8:16 p.m.

The BoS reentered public session at 8:44 p.m.

There were no motion made during this nonpublic meeting.

Discussion:

The Board reached a consensus to offer a hauling stipend at \$100 per haul, then in the event he is needed to work to move containers on site around the transfer station that he could be paid the hourly rate for Assistant with CDL at \$19.54. A motion to hire under these terms would be revisited at a later meeting if the individual accepts the offer.

Motion: by Mike Kaminski to enter into nonpublic session in accordance with RSA 91-A 3 II (a) at the request of Line Comeau.

By roll-call vote:

Kaminski-yes. D. Nault-yes. J. Nault-yes.

The BoS entered nonpublic session at 8:45 p.m.

The BoS reentered public session at 9:04 p.m.

There were no motion made during this nonpublic meeting.

ADJOURNMENT

Motion: by Mike Kaminski to adjourn the meeting.

Vote: (3-0).

Meeting adjourned at 9:04 p.m.

Respectfully Submitted,

Jennifer King, Recording Secretary

Signed:

Michael Kaminski, Chair

David Nault, Selectman

Justin Nault, Selectman