

**Dunbarton Board of Selectmen
Meeting Minutes
September 1, 2022**

A meeting of the Dunbarton Board of Selectmen (BoS) was held on Thursday, September 1, 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

Members of the Public present:

Robert 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 7:06 p.m.

OLD BUSINESS

Approve Minutes

- *The BoS was in consensus to table the personnel plan workshop minutes of August 18, 2022.*

Motion: by Justin Nault, seconded by Mike Kaminski to approve the regular meeting minutes of August 18, 2022 (7:00 p.m.) as amended.

Discussion: none.

Vote: (2-0-1) D. Nault abstained

Motion: by Justin Nault, seconded by Mike Kaminski to approve the nonpublic meeting minutes of August 18, 2022 (8:02 p.m.) as amended.

Discussion: Mike Kaminski noted that these minutes will not be sealed.

Vote: (2-0-1) D. Nault abstained

PUBLIC COMMENT

None.

NEW BUSINESS

Review Revenues for MS-434

Town Administrator Line Comeau provided the BoS with a copy of the MS-434 to review. She noted that the ARPA funds are reported, but the bond funds for highway projects are not, as those are earmarked toward that specific project.

Sign Updated On-Call Stipend Policy

The BoS signed off on the updated Highway Contractor Winter Maintenance On-Call Stipend. They previously decided that the 6-wheel plow-sander driver would be paid \$100 per hour and the one-ton will be paid \$65 per hour.

Construction Contract Change Order

The BoS reviewed a change order request from Chicoine Construction to add some extra funds for insulation in the wall between the original building and the addition. This will replace insulation that needed to be removed during the process of installing structural supports for the addition.

- ***The BoS was in consensus to accept this change order to the construction contract.***

DOL Town Building Inspections

The Department of Labor inspected the town's municipal buildings. **Mike Kaminski** thanks Line Comeau for being the person to show the inspectors around and offers special kudos to Transfer Station Manager Woody Bowne for the Transfer Station property being rated as outstanding by the inspectors.

There are some items that will need to be addressed, so they will pass this along to the Joint-Loss Committee for review and recommendation. **Dave Nault** noted that the DOL liked the fact that the town has a Joint-Loss committee. **Line Comeau** stated that she learned a lot from the inspectors. She found them very helpful and informative.

Education Reimbursement Request

The BoS reviewed an education reimbursement request from Police Chief Christopher Remillard for some courses that he completed.

- ***The BoS was in consensus to approve this request.***

Mailbox Items

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

- The order for the 2022 Ford police cruiser has been canceled because the manufacturer cannot come up with the electronic chips needed for these vehicles. They will be available for order for 2023 at a higher price. **Dave Nault** said that they have located a suitable replacement vehicle through a company in Massachusetts that purchases overstock police vehicles. They have the same vehicle they were looking to purchase originally. It is available for purchase now and the price is within \$500 of what they were originally looking at, though they have to pay \$1,000 to take it off the lot. Chief Remillard has enough money in his budget to cover the extra.
 - ***The BoS were in consensus for Chief Remillard to proceed with the purchase of the police cruiser.***

- Email from Chief Remillard notifying them that they have received a letter of resignation from FT Police Officer Ralph McClellan. **Dave Nault** noted that the position has been posted.
- Email from Building Department Administrator regarding special hours for the Building Department. **Justin Nault** said that he is assisting Donna White in the interview process for a new Building Inspector, but they do not have any potential candidates as of yet. One candidate they were interested in moving forward with declined the position. **Mike Kaminski** noted that Jon Wiggin is filling in as needed in the interim. **Dave Nault** said that if Jon Wiggin is not available, then the Selectmen can fill in as well. **Line Comeau** noted that Donna White will be on vacation next week so the office will be closed. Line will take any requests that may come in and delegate as needed.
- Check received from the Dunbarton Town Hall Restoration Committee in the amount of \$74,141 to fund their portion of the warrant.
- Update of detailed expenses for the Library/Town Hall addition.
Dave Nault provided an update on the electrical portion of the project: The Electrical Engineer returned the drawings to Chicoiné's Electrical Contractor, and they are working to come up with a total figure for the electrical work. They've built a fire-rated room in the basement to house the pump for the sprinkler system, they're making sure the transformer is an adequate size; all electrical lines will be run underground (Jeff Crosby will be assisting with the digging for this and taking care of it out of his own budget). **Mike Kaminski** asked if there is any money left over from the money from the sprinkler system to assist with this portion. **Dave Nault** noted that the money for the sprinkler system was just for installation. They were already expecting this electrical portion to be additional.
Discussion occurred regarding lighting on the second floor. There is an option of using LED disc-lighting that can be installed into the sheetrock. They will be separating out a price for that for them to review.

Line Comeau noted that there is going to be a special meeting with Town Moderator John Trottier on Thursday, September 8th at 6 p.m. to discuss Election Day preparations. As he is also involved in the construction project, they will be discussing the lighting and the electrical portion of the project at that meeting as well.

PUBLIC COMMENT

Robert Martel said that one thing the Department of Labor will highlight is how well they handle on-the-job injuries. They will also check to make sure that the Chair of the Joint-Loss committee is changed regularly.

BOARD MEMBER ISSUES

Dave Nault offers kudos to Chief Remillard for keeping such a close eye on his department's budget.

NONPUBLIC SESSION

Motion: by Mike Kaminski, seconded by Dave Nault to enter into nonpublic session in accordance with RSA 91-A 3 II (b) at the request of the Transfer Station Manager Woody Bowne.

By roll-call vote:

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

The BoS took a recess at 7:42 p.m. to allow the room to clear and time for the Transfer Station Supervisor to arrive for the nonpublic meeting.

The BoS reentered public session at 8:41 p.m.

There were no motions made during this nonpublic meeting.

Motion: by David Nault, seconded by Michael Kaminski to increase the Transfer Station Wages as follows:

Transfer Station Attendant:

Step I \$16.75 Step II \$17.59 Step III \$18.47

Transfer Station Assistant Manager without CDL:

Step I \$18.00 Step II \$18.90 Step III \$19.85

Transfer Station Assistant Manager with CDL:

Step I \$20.50 Step II \$21.53 Step III \$22.61

Transfer Station Supervisor

Step I \$25.43 Step II \$26.70 Step III \$28.04

The new wage increase would become effective Sunday September 4, 2022.

Vote: 3-0

Discussion:

The Board was in agreement to hire the applicant as recommended by Woody for the Assistant Manager without CDL at Step I \$18.00 payrate subject to passing the require physical and to allow the Town Administrator to proceed with the orientation and hiring process.

ADJOURNMENT

Motion: by, Justin Nault, seconded by Michael Kaminski to adjourn the meeting.

Vote: (3-0). Meeting adjourned at 8:45 p.m.

Respectfully Submitted,

Jennifer King, Recording Secretary

Signed:

Michael Kaminski, Chair

David Nault, Selectman

Justin Nault, Selectman