

**Dunbarton Board of Selectmen
Meeting Minutes
August 4, 2022**

A meeting of the Dunbarton Board of Selectmen (BoS) was held on Thursday, August 4, 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
Linda Landry, Town Clerk
Don Larsen, Garden Club
John Stevens, Old Home Day Committee
Sgt. Brian Tyler, Dunbarton Police Department

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 7:01 p.m.

OLD BUSINESS

Approve Minutes

Motion: by Dave Nault, seconded by Mike Kaminski to approve the regular minutes of July 21, 2022 (7:00 p.m.) as amended.

Discussion: none.

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

PUBLIC COMMENT

Don Larsen stated that cemetery improvements have been made as approved via Warrant Article 14. **Mike Kaminski** noted that the pictures can be viewed on Facebook.

Bob Martel said that there are political signs by the Robert Rogers Road intersection. **Dave Nault** said that they need to be on state roads only. The Selectmen asked Town Administrator Line Comeau to notify the **Police Department** who will pull the signs and contact the owner to retrieve them within a certain period of time before they dispose of them.

TOWN BUSINESS

Accept Old Home Day Funds

Motion: by Dave Nault, seconded by Mike Kaminski to accept per RSA 31:95-b III(b) Old Home Day table rental fees collected from participating vendors in the amount of \$500.

Discussion: none.

Vote: (3-0)

Old Home Day Update

John Stevens provided the BoS with an update on plans for Old Home Day.

Total budget: \$5,750

Expected Income: \$1,250

Total Costs: \$5,506.74

Mike Kaminski commented that he likes the layout, and appreciates that they have been sensitive to the ongoing construction going on in the area. He thanks them for their hard work, and they are looking forward to a great Old Home Day.

PUBLIC HEARING

Mike Kaminski opened the Public Hearing (RSA 41:9-a) to discuss proposed changes to the town's fee schedule at 7:11 p.m.

Mike Kaminski noted that in reviewing the fee schedule, the Selectmen are trying to remain sensitive to the taxpayers, recognizing the taxes they already pay do provide services, but these increases are in response to increases in costs, and not an attempt for the town to recoup additional dollars.

Proposed changes:

Building Department

Application Fees: increase from \$20 to \$30.

Solar Permits: increase from \$70 to \$100. They originally proposed an increase to \$80, but have since learned from the Building Department that the electrical permit is included, not additional. Given the work required for a solar permit, the BoS was in consensus that a fee of \$100 is reasonable. **Dave Nault** would like it clearly noted that the electrical permit is included and not additional.

Permit renewal fee: \$50 (administrative reasons)

No comments from the public regarding Building Department fees.

Copies, Town Office

Over 20 copies (resident): decrease from \$0.50 to \$0.25.

Subdivision Regulations: increase from \$5.00 to \$10.00

Site Plan Review Regulations: increase from \$3 to \$10.

Address List: increase from \$20 to \$25 (available online for free)

Linda Landry stated that it may be beneficial to add Notary Services to the list. They don't charge residents for this, but it may be helpful for them to know that service is available.

No comments from the public regarding copy fees.

Ambulance Services: no proposed changes.

Police Department

Special Duty Services (per hour rates)

Officer: increase from \$48 to \$50

Vehicle: increase from \$18 to \$20

Admin: no change, remaining at \$15

Officer w/Cruiser: increase from \$81 to \$85

Officer w/o Cruiser: increase from \$63 to \$65

Mike Kaminski noted that these increases put the town in the middle of what local area police departments charge, helping them remain competitive.

No comments from the public regarding Police Dept fees.

Transfer Station

Construction and Demolition: \$2.25/cu ft for a mixed load.

40-gal trash can of shingles/sheetrock: increase from \$12 to \$15 (first trash can is free for residents).

All appliances with freon: increase from \$13 to \$15 per unit.

Tires:

New pricing:

Small: \$3 on or off-rim

Up to 20 inches: \$4 on rim, \$8 off rim

Commercial truck tires: increase from \$12 to \$20 (on or off-rim)

Bulky Waste:

Mattress, box spring, couch, love seat, chairs: Increase from \$4 to \$7 each.

Sleep sofas, reclining sofas and chairs: Increase from \$7 to \$12 each.

Hot tub, piano, fiberglass tubs/showers or truck caps: Increase from \$20 to \$25 each.

Electronics Disposal:

All TV's (new item): \$15 each

Microwaves, Fax Machines, Printers, Scanners, Copiers, Monitors, CPU's, Laptops: Increase from \$5.00 to \$7.00

No comments from the public regarding Transfer Station fees.

Town Clerk's Office

Municipal Agent fee (vehicle registration): increase from \$2.50 to \$3.00

No comments from the public regarding Town Clerk fees.

Motion: by Mike Kaminski, seconded by Justin Nault to accept the new fees as proposed and discussed.

Discussion: nothing further.

Vote: (3-0).

Motion: by Mike Kaminski, seconded by Justin Nault to set the effective date for the new fees as September 1, 2022.

Discussion: none.

Vote: (3-0).

Mike Kaminski closed the public hearing at 7:30 p.m.

Town Clerk Update

Linda Landry provided the Selectmen with an update from the Town Clerk's office.

- Linda confirmed that the BoS did approve the appointment of Derick Labranche as an alternate to the ZBA with a term ending date of March 31, 2024.
- Linda thanked Line Comeau for getting her a license to be able to use Adobe more effectively.
- There are still a few people remaining on the dog warrant. She will bring the list to the next meeting.
- Received letter from the Democratic Party listing 4 appointees as Inspectors of Elections:
 - John Daly
 - Philip Walker
 - Susan Jamback

Evan Lang

Linda will have the appointment papers at the next meeting for the Selectmen to sign.

- There is a training on elections taking place on Thursday the 25th in Manchester from 6 p.m. to 8:30 p.m. It would be beneficial for as many people as possible to attend that are assisting with their elections.
- The demand for absentee ballots is greatly decreased for the upcoming primary in September. They also expect a lower turnout at the primary.
- Linda suggested that the Selectmen review their election procedure manuals to brush up on things before the training to familiarize themselves with the procedures. She noted that she will be operating without a Deputy, so she may be relying more upon the Selectmen and the Moderator on that day.
- Linda will be meeting with Town Moderator John Trottier next week. The state Primary election is September 13th. **Mike Kaminski** asked Linda to make sure that she or John Trottier coordinate with Transfer Station Manager Woody Bowne to make plans for set up. Linda replied that Woody has already been in touch with her.

Mike Kaminski asked Linda if she had started advertising for the open Deputy Town Clerk position. Linda replied that she has received two applications and one inquiry. She has one interview scheduled, and is waiting to hear back on another. She has interviews scheduled for Tuesday at 8:30 a.m. and potentially Wednesday at 8:30 a.m. **Mike Kaminski** said that he will join Linda when she conducts the interviews.

Dave Nault suggested they post a sign or two in the town office building advertising available town positions.

Mailbox Items

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

- Transfer Station Manager Woody Bowne provided a department update:
 - Woody Bowne advised the BoS of a couple of hours of overtime for him for this week.
 - Woody would like to offer two of his employees a minimum of 3 hours pay to pick up trash and recycling the day after Old Home Day. *The BoS was in consensus to approve this payment.*
 - Woody asked for the status on his request to haul brush across the street to Dirt Doctors to burn. He has already checked with the state, and they have told him the town will not lose their burn permit for doing so. *The BoS was in consensus to allow this.*

- Woody asked if the BoS was still interested in looking at crushed glass as an option to assist with water run-off and drainage around the town offices. **Dave Nault** will ask him to bring in a sample for them to look at.
 - Part-time help. They have not had any responses to their latest ads on Indeed for part-time help. Line Comeau is preparing an ad for NHMA. **Dave Nault** would like to try removing the CDL-B/roll-off experience listing from the ad. He would also like to see if they have a part time job there not operating machinery that someone 16 or older could do. Dave also feels it could be a good idea to remove the mention of mandatory Saturdays from the ad, and discuss the workdays during the interview.
 - Their new employee did their first garbage haul this past week. The amount per haul has changed from \$100 to \$200 per load. He will run equipment on site at the normal hourly rate. *The BoS was in consensus to approve this change.*
 - Woody is still working on his vacation coverage.
 - Woody noted that he may already have a complaint from a resident regarding brush-hauling to Dirt Doctors.
- Notice from the Central NH Regional Planning Commission soliciting suggestions/requests for road projects as they begin to review their 10-year plan. Dunbarton already has a project in the queue. **Dave Nault and Mike Kaminski** suggested that they forward the information to the Conservation Commission to see if there are any projects that could somehow benefit their walking trails. The deadline is August 26th.
 - Email from NHMA update for additional funding for municipalities.
 - Information on the state Clean Diesel program. **Dave Nault** thought it may be a good idea to see if the **Police Department** could qualify for funds through this program as they are currently looking at obtaining a new vehicle for the department.

PUBLIC COMMENT

None.

BOARD MEMBER ISSUES

Town Administrator Line Comeau said they have received the second ARPA grant payment.

NONPUBLIC SESSION

Motion: by Mike Kaminski, to enter into nonpublic session in accordance with RSA 91-A 3 II (a & c) at the request of the Town Clerk.

By roll-call vote:

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

The BoS took a 2-minute recess at 8:02 p.m. to allow the room to clear for nonpublic session.

The BoS reentered public session at 8:50 p.m.

There were no motions made during this nonpublic meeting.

NONPUBLIC SESSION (2)

Motion: by Michael Kaminski, to enter into nonpublic session in accordance with RSA 91-A 3 II (c) at the request of the David Nault at 8:51 p.m.

By roll-call vote:

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

The BoS reentered public session at 9:02 p.m.

There were no motions made during this nonpublic meeting.

ADJOURNMENT

Motion: by, Justin Nault seconded by Michael 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