

**Dunbarton Board of Selectmen
Meeting Minutes
April 2, 2020**

A meeting of the Dunbarton Board of Selectmen (BoS) was held on Thursday, April 2, 2020 at the Dunbarton Town Offices.

Board members present:

Dave Nault, Chair
Mike Kaminski, Selectman
Robert “Bob” Martel, Selectman

Town Officials and others present:

Woody Bowne, Transfer Station Supervisor

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).

Dave Nault called the meeting to order at 7:00 p.m.

OLD BUSINESS

Approve Minutes

Motion: by Bob Martel, seconded by Mike Kaminski, to approve the minutes of March 12, 2020 as written.

Discussion: none.

Vote: (3-0).

Motion: by Bob Martel, seconded by Mike Kaminski, seconded Bob Martel to approve the regular meeting minutes of March 19, 2020 as written.

Discussion: none.

Vote: (3-0).

Motion: by Mike Kaminski, seconded by Bob Martel to approve the nonpublic meeting minutes of March 19, 2020 as written.

Discussion: none.

Vote: (3-0).

PUBLIC COMMENT

None.

AGENDA ITEMS

BoS Committee Appointments

BoS Co-Chair: Mike Kaminski volunteered to fill this role.

Motion: by Dave Nault, seconded by Bob Martel, to appoint Mike Kaminski as co-chair of the BoS.

Discussion: none.

Vote: (2-0-1).

Motion: by Dave Nault, seconded by Bob Martel to approve the committee appointment recommendations as listed below.

Ex-Officio member of the Planning Board: Mike Kaminski

Secondary Back-up Ex-Officio member of Planning Board: Bob Martel

Selectmen's Rep to Energy Committee: Mike Kaminski

Highway Safety Committee: Bob Martel

Capital Improvement Plan: Dave Nault

Town Hall Restoration Committee: Dave Nault (principal rep.), Bob Martel (secondary rep.).

Selectmen's Rep to the Planning Board: Dave Nault

Historical Awareness Committee: Bob Martel

Police Department Rep: Mike Kaminski (primary rep.), Dave Nault (secondary rep.)

KTFCA: Dave Nault

Joint Loss: Bob Martel

Concord Regional Solid Waste: Patrick Bowne

Hazard Mitigation: no appointment needed.

Transfer Station Rep: Mike Kaminski (though it was noted that this is a team effort between all 3 selectmen).

Highway Department: Bob Martel

Discussion: none.

Vote: (3-0).

Motion: by Mike Kaminski, seconded by Bob Martel, to approve the town committee appointments as listed below:

Jeff Crosby to the Highway Safety Committee, term ending March 2021.

Daniel Sklut to the Highway Safety Committee, term ending March 2021.

Jon Wiggin to the Highway Safety Committee, term ending March 2021.

Judy Keefe, alternate cemetery trustee, term ending March 2021.

George Holt, Planning Board, term ending March 2023.

Brian Pike, Planning Board, term ending March 2023

Dave Nault, Planning Board, term ending March 2021.

Jon Herlihy, Zoning Board, term ending March 2023.

Mike Kaminski, Ex-Officio representative to the Planning Board.

James Soucy, Zoning Board, term ending March 2023.

George Holt, Conservation Commission, term ending March 2023.

Brett St. Clair, Conservation Commission, term ending March 2023.

Brian Comeau, Town Forest Committee, term ending March 2023.

Jeff Crosby, Town Forest Committee, term ending March 2023.

Robert Martel, Selectmen's Rep to the Historical Awareness Committee, term ending March 2021.

William Nichols, Historical Awareness Committee, term ending March 2023.

William Zeller, DES liaison to Historical Awareness Committee, term ending March 2021.

Louis Duval, Energy Committee, term ending March 2023.

Mike Kaminski, Energy Committee, term ending March 2021.

Thomas Cusano, Dunbarton Old Home Day Committee, term ending March 2021.

Ken Koerber, Dunbarton Old Home Day Committee, term ending March 2021.

Don Larsen, Dunbarton Old Home Day Committee, term ending March 2021.

John Stevens, Dunbarton Old Home Day Committee, term ending March 2021.

Dave Nault, Town Hall Restoration Committee, term ending March 2021.

Robert Martel, Town Hall Restoration Committee, term ending March 2021.

Shelley Westenberg, Town Hall Restoration Committee, term ending March 2021.

Alison Vallieres, Deputy Treasurer, term ending March 2023.

Discussion: Mike Kaminski noted that they didn't have recommendations from the committee chairs for the appointments. Dave Nault stated that these recommendations were given to Town Clerk Linda Landry by the committee chairs.

Vote: (3-0).

Bids on Old Transfer Station Truck

The BoS opened the 3 bids they received on the old transfer station truck, a 2000 Chevy Silverado 2500:

Peter Gamache: \$1,025

Ben Boufford: \$3,400

(No Name): \$1,358

Motion: by Dave Nault, seconded by Mike Kaminski, to accept the bid of \$3,400 for the 2000 Chevy Silverado 2500 from Ben Boufford of 42 Tucker Hill Road.

Discussion: none.

Vote: (3-0).

Dave Nault said that Mr. Boufford will be contacted tomorrow to notify him that he was the winning bidder and suggested that they wait until Line Comeau returns from vacation next week to have a formal bill of sale drawn up. Woody Bowne said that he can deliver the truck once it is ready to go.

Recreation Committee

Town Clerk Linda Landry found BoS meeting minutes from September of 1989 that recorded the establishment of the Recreation Committee by the BoS. There are currently no remaining members on the committee.

Motion: by Dave Nault, seconded by Mike Kaminski, that they discontinue the Recreation Committee. There will still be a line item on the budget to pay for some departmental items, but this committee is dissolved.

Discussion: Mike Kaminski suggested that they table the motion until the next meeting. He supports the idea of dissolving the committee but would like a little more information

regarding the accounting of the funds for this committee. He would like to know who is responsible for the collection and disbursement of funds for the department. **Bob Martel** also questions the transparency of this committee and is also interested in finding out more about how this committee was run.

Motion: by Dave Nault, seconded by Mike Kaminski, to table this motion until the next meeting.

Milfoil Control Committee

Some discussion regarding the history of the Milfoil Control Committee took place. This committee was appointed at town meeting several years ago to address the milfoil problem they had at Gorham Pond. Bill Zeller is the remaining member of this committee. **Dave Nault** would like to speak with him to find out what the current status of the committee is and whether or not it is still necessary at this point. **Mike Kaminski** suggested that if the committee remains, then some of the residents of the Gorham Pond area should be on it.

Discussion: Dave Nault would like to speak with Bill Zeller (the last known committee member). He also feels that this is a decision that needs to be made at Town Meeting. (3-0 to table until further research)

Citizens' Concerns

It was brought to Dave Nault's attention that there is a perception that the BoS holds a meeting prior to the regular meeting because they gather in the town office with the door closed prior to the public meeting to review paperwork and familiarize themselves with the agenda. He would like to recommend that if there is more than one selectman in the office prior to the meeting, then the door needs to remain open. **Mike Kaminski** agrees that appearances are important but feels that this Board has taken painstaking measures to be as transparent as possible in their decision-making and ensuring that decisions on town business are made in full view of the public. **Bob Martel** said that the door is usually only closed because of the distractions.

TOWN BUSINESS

Police Dog Licensing

Dave Nault said that there are two State Police canines in town. They have been asked if they would agree to waive the dog registration fees for those dogs (\$10 each). The state does reimburse the troopers for licensing fees. **Mike Kaminski** does not support the idea of a waiver. Because the officers are reimbursed by the state, he is not willing to waive the fees for the state. It creates more paperwork for their town clerk, who has always assessed these fees fairly and consistently. As small an amount as it is, it is still a reduction in their revenue, which is something he is not willing to agree to for the state. **Bob Martel** agrees that the amount of money is not a big deal, and he does not see the need to waive the fees. **Dave Nault** said that it may come out of the dog owner's pocket briefly, but does get reimbursed by the state, and he agrees that a waiver is not necessary.

➤ **The BoS was in consensus to deny the dog licensing waiver request.**

Mailbox Items

Dave Nault shared the following correspondence received since the last meeting.

- Planning Board Update:

- update on the Botnick property
 - Measures that could be taken to mitigate the snow and ice falling off the roof of the library/town hall. The building inspectors had recommended a covered ramp/entryway for safety purposes. **Dave Nault** feels this may be resolved as work on the addition progresses. They do have signage that they put up well in advance every year warning of this hazard.
 - A update to complaint on Tenney Hill Road: the property owner has been very receptive to working with the Planning Board.
 - Donna White's Jury Duty cancelled due to COVID-19.
- Zoning/Health Department update.
- A request from Tax Collector Judy VanKalken to invest in a system that would allow taxpayers to pay by check electronically, detailing a system that would allow them to print checks from information submitted via email. This system would require the purchase of a laser printer as well as check stock. **Bob Martel** said that he spoke with Judy before the meeting and it appears there are some questions that she needs to touch base with Line Comeau and Linda Landry on before proceeding. It also appears that Treasurer Pam Milioto has some concerns about the system that need to be addressed as well. The system works by allowing them to print checks that are completed from information sent from the taxpayer in an email. The town can then deposit these checks into their account. It would require the purchase of a laser printer (price currently unknown) as well as check stock. **Bob Martel** said that Judy also expressed interest in purchasing some self-sealing envelopes.
 - **Dave Nault** noted for the public that they are still accepting tax payments and other town business via their mail slot and will also make appointments by phone for in-person interactions as needed.
 - This item was deferred until the next meeting.
- Notification from the police department that one of their part-time officers has accepted employment elsewhere.
- Update from the police department regarding their COVID-19 protective measures.
- Information regarding the Governor's Emergency Executive Order 23 that gives municipalities greater flexibility in how they conduct their required meetings.
- **Dave Nault** mentioned that there are now 2 confirmed cases of COVID-19 in town. Discussion took place regarding whether or not they are legally able to release the names of those residents that have tested positive. They will check with state agencies to determine what is public information and what is not.
- **Mike Kaminski** said that Chief Sklut offered to set up the selectmen with individual accounts to the Emergency Operations Center news link.

- **Dave Nault** shared a bill from Eversource showing a savings for just the town office building of \$255.34. **Mike Kaminski** said they will be saving even more in 4 years when they have the option to purchase the panels.
- **Dave Nault** stated that a notice went out to all town departments asking them to monitor their budgets very closely during this time of crisis.
- Governor Sununu's Emergency Order 12 pertaining to public access to meetings (video, etc.).
- Governor Sununu's memo answering commonly asked questions from government agencies regarding COVID-19.
- Recording Secretary Jennifer King will be preparing meeting minutes from the audio recordings and will also be assisting in the office a couple of days per week to assist in preparing payroll and accounts payable checks.

PUBLIC COMMENT

Lee Martel said that he saw a couple of the guys from the transfer station doing some roadside cleanup, they've been working hard and doing a good job. **Dave Nault** said that he saw them returning to the transfer station one day and they had collected a lot of items. They've been doing a great job, and he feels this has been a great use of their time. He said that once road cleanup has been completed, they will need to discuss how they will continue to pay them going forward. **Lee Martel** asked about which roads have been exempted from the road cleanup project. **Dave Nault** confirmed that it was mainly state roads that were more heavily traveled (Rtes. 13 and 77). Once the town roads are completed, they will look at seeing if they can add some of the less busy state roads to their list. **Dave Nault** noted that some other townspeople have been cleaning up trash around town as well.

Dave Nault said that it appears that all of their town departments have done a good job in adapting to this crisis and continuing to conduct business. He would like to discuss extending these measures until at least the end of the current month in accordance with what has been done statewide and nationally. **Bob Martel** noted that official measures are currently in place until May 4th. **Dave Nault** suggested revisiting the topic at their meeting on April 30 to decide whether or not to extend these measures out even further.

Transfer Station Manager **Woody Bowne** gave a further update on the road cleanup work that has been done so far. Jeff Crosby gave them some signs to use on the roadside, but Woody is going to look into getting their own, as the highway department is going to need theirs for upcoming projects.

Some of the challenges they are facing:

- The amount of trash they are handling has been overwhelming.
- Not charging for demo items is hurting him. They are \$700 in the red so far.
- Now that he has heard them discuss that they would like to continue these measures, he has been looking into what the CDC recommendations are pertaining to solid waste disposal and how long the virus remains on certain surfaces. Their trash numbers are going up, even though some people are trying

to hold on to their recyclables as much as they can. He would like to get a clearer plan in place on how they are going to handle material. They could try and limit the number of cars in front of the building at once. **Dave Nault** would like to continue operating as they are and revisit the issue in two weeks. He would like Woody to track additional costs so they can possibly look at recovery once this time has passed. The BoS also asked Woody to email them his recommendations on how he would like to proceed with things and what has been working. **Mike Kaminski** offered kudos to Woody and his department in how they are running things there and said that things seem to be running smoothly. **Dave Nault** asked Woody to see if he can come up with some larger signs that state that transfer station attendants will not be handling trash.

BOARD MEMBER ISSUES

Dave Nault noted that he told Line Comeau that she does not need to attend the BoS meetings for the time being and asked her to just submit the agenda to them ahead of time.

Bob Martel spoke with John Stevens regarding Old Home Day which is scheduled for August 15th. Mr. Stevens had asked if they are going to be operating differently, to which he had responded that they are operating in the manner they are being directed by the authorities at the state and federal levels. He suggested to Mr. Stevens that they may want to reassess things in June and check in with their vendors to see if they are still planning to be available at that time. Mr. Stevens mentioned the possibility of moving the event to mid-September, but Bob noted that many of those vendors may already have other plans for that time.

Mike Kaminski noted that April is going to be a quiet month for the town. Most meetings have been cancelled or postponed, with the exception of the BoS that will meet every other week and maintain proper social distancing.

Dave Nault said that the state did supply Dunbarton with what they had requested for PPE, and Fire Chief Jon Wiggin feels they are well supplied with they need to respond to this crisis.

Dave Nault restated that the town will extend their COVID-19 method of operations to April 30th and will reassess at their meeting on that date. They will reassess transfer station operations at their meeting on April 16th.

Woody Bowne cautioned that the biggest impact in his department may not be that apparent until the end of the year. **Dave Nault** noted that they received a memo from the Governor that they are allowed to use the DRA-mandated 5% rainy day fund for emergency purposes related to this situation. **Mike Kaminski** agreed, stating that they need to do all they can to protect the health of their employees.

ADJOURNMENT

Motion: by Mike Kaminski, seconded by Bob Martel to adjourn the meeting.
Meeting adjourned at 8:26 p.m.

Respectfully Submitted,

Jennifer King, Recording Secretary

Dave Nault, Chair

Mike Kaminski, Selectman

Bob Martel, Selectman