

Dunbarton Board of Selectmen
Meeting Minutes
April 27, 2023

A meeting of the Dunbarton Board of Selectmen (BoS) was held on Thursday, April 27, 2023 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:

Ken Koerber

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 meeting minutes of April 13, 2023 as amended.

Discussion: none.

Vote: (3-0)

PUBLIC COMMENT

None.

NEW BUSINESS

Ken Koerber Proposal

Ken Koerber asked for the BoS input on planting a pollinator garden to the left of the entrance to the library. This would be at no cost to the town for either installation or maintenance. The BoS was generally in support of the idea so long

as they can determine a suitable area for it once the contractors have finished their work on the renovation.

Town Investment Policy Review

The BoS reviewed the town's investment policy as required on an annual basis. Discussion took place regarding the role of the treasurer and what the scope of that role is.

Motion: by Mike Kaminski, seconded by Dave Nault to adopt the Town Investment Policy as presented.

Discussion: none.

Vote: (3-0).

Town Hall Second Floor Policy Review

The BoS gave a final review of the Town Hall Second Floor Policy and the related reservation form.

Motion: by Dave Nault, seconded by Justin Nault to accept the Dunbarton Town Hall Second Floor Policy and related reservation form.

Discussion: Mike Kaminski noted that the reservation form serves as an addendum to the policy.

Vote: (3-0).

Library MOU Review

The BoS gave a final review to and signed off on the Library MOU they have revised in recent weeks. It will now go to the Library Trustees for their signatures.

Town Clerk Committee Appointments

Motion: by Mike Kaminski, seconded by Justin Nault to appoint:

David Elberfeld to the Energy Committee, term ending March 2026.

Brett St. Clair to the Conservation Commission, term ending March 2026.

Jonathan Lefebvre as an alternate to the Planning Board, term ending March 2025.

Discussion: none

Vote: (3-0).

Appointment Withdrawal

The BoS noted the resignation of Cindy Lou Pinard from the Town Hall Restoration Committee.

Hazard Mitigation Update

Notification was received that FEMA has officially approved the town's hazard mitigation plan. This makes them eligible to receive FEMA funds in the event of an emergency.

Paving on Jewett Road

Continental Paving will be doing paving work on Jewett Road starting on April 25 (copied to Road Agent).

Spring Surplus Auction

The state spring surplus action is scheduled for May 20, 2023.

Application For .gov Emails

Line Comeau presented the BoS with information regarding switching to email addresses with a (.gov) ending. This will provide an extra layer of security for the town. There are no associated costs to the town for this.

Win Waste Contract

The BoS reviewed the Win Waste contract for waste disposal fees through 2029.

Roof Repair Quote

The BoS reviewed a quote from a local resident for roof repairs for the Highway Department. Mike Kaminski noted that they appreciate the submission, though there is a formal bid process they need to go through.

Quote for Office Privacy Doors

The BoS reviewed a quote from Greg Miller for privacy door installation in the Town Administrator's office as well as work in the oil tank room. The BoS accepted the quote for the oil tank room work, but they will be looking for a few more quotes to for the doors.

Police Department Grant

The Police Department received an equipment grant in the amount of \$12,102 April 12 through September 20, 2023. The acceptance of these funds already occurred earlier in the year.

PUBLIC COMMENT

Lee Martel said that it was brought to his attention that a name on one of the war memorial monuments in town is misspelled. He has already contacted the monument

company and has learned that it is a relatively easy fix for them to make. **Justin Nault** noted that the monument company is going to be doing some work in a few weeks for the Cemetery Committee soon, so they can see if they can have them take a look at it then.

BOARD MEMBER ISSUES

Line Comeau said that the auditors have been here this week. They will do the finishing work on the audit remotely and will schedule an exit conference soon. **Mike Kaminski** asked if the meeting minutes for the Town Meeting have been completed. **Line Comeau** said she will follow up with the Town Clerk on those.

Dave Nault said that they have their Substantial Completion letter regarding the Town Hall renovations. There is a 1-year warranty on everything that has been done. **Mike Kaminski** requested that they install a few ‘restroom’ signs for the restrooms there. **Dave Nault** noted a request to install coat hooks in the restrooms as well.

Dave Nault met with the Library Director and the Trustees recently and discussed June 10 as the date to do an official grand opening and ribbon-cutting for the second floor. They will give tours and discussed offering burgers and hot dogs and possibly live music as part of the celebration.

Mike Kaminski asked Line Comeau to draft a letter on behalf of the Board of Selectmen to the café next door asking them to remove their sign he noted they’ve been leaving up outside of their operating hours. **Dave Nault** feels they should allow them to leave the sign up. He likes having them there and people in the area enjoy having a place they can grab a sandwich in the afternoon. Justin Nault suggested that the café should replace the sign altogether, noting that it’s rather difficult to read as a driver. **Line Comeau** stated that she will just give them a call about the sign instead of a letter.

ADJOURNMENT

Motion: by Justin Nault, seconded by Dave Nault to adjourn the meeting.
Meeting adjourned at 7:45 p.m.

Respectfully Submitted,

Jennifer King, Recording Secretary

Signed:

Michael Kaminski, Chair

Dave Nault, Selectman

Justin Nault, Selectman