

Dunbarton Board of Selectmen
Meeting Minutes
June 22, 2023

A meeting of the Dunbarton Board of Selectmen (BoS) was held on Thursday, June 22, 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
Linda Landry, Town Clerk
Jennifer Cormier, Deputy Town Clerk
Jeff Crosby, Road Agent
Sergeant Brian Tyler, Dunbarton Police Department

Members of the Public present:

Joe Sowle
Sheri Forest

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 Justin Nault to approve the regular meeting minutes of June 8, 2023 as written.

Discussion: none.

Vote: (3-0)

Motion: by Justin Nault, seconded by Dave Nault to approve the nonpublic meeting minutes of June 8, 2023 as written.

Discussion: Mike Kaminski noted that a letter was sent.

Vote: (3-0)

PUBLIC COMMENT

None.

NEW BUSINESS

Resident Complaint

Joe Sowle and Sheri Forest appeared before the Board to discuss their concerns regarding their ability to access their property on Old Route 13 due to the continued blocking of the road by their neighbor, Mitch Menard.

Mr. Sowle stated that Mr. Menard is denying him the right to access his property by parking vehicles and storing personal property in the roadway.

Mike Kaminski stated that they have looked into the matter and discussed this with the police chief. A board member did visit the area and noted some wood that is indeed blocking the road and needs to be moved. But as long as there is room on the roadway for an emergency vehicle to pass, it is permissible for vehicles to be parked along the roadway.

Dave Nault Stated that the police chief did recall at least three separate instances where a family member's vehicle was blocking the road which was moved when asked. He does agree that the wood that is in the roadway needs to be moved.

Discussion occurred regarding the layout of the roadway and the possibility of discontinuing the road and giving them each half. The Board reviewed photographs supplied by Mr. Sowle and Ms. Forest. Ms. Forest noted that the shed on that property is in the road, so anything to the left of it is in the road as well. There are often times when a tractor is parked there, and he leaves for the weekend.

Mr. Sowle said that when he is hauling trees onto the woodlot on his property, he is unable to get by the items that are continually parked in the roadway.

The Board decided to draft another letter to Mr. Menard regarding the continued situation. They will also make sure that the entire Police Department is well aware of the situation. They will also speak with the Road Agent about the trees in the roadway.

Ms. Forest told the Board about some instances where Mr. Menard has chased her car as she drives down the road past his house.

Town Clerk Update

Town Clerk Linda Landry presented the Board with the warrant for unlicensed dogs in town. The Board signed the warrant.

Linda Landry said that the Town Clerk's office was audited by the State DMV and received very high scores. **Mike Kaminski** read the audit comments and commended Linda and Jennifer on the outstanding job they've done in their office.

Primex Premium Holiday Credits

The Board discussed how to proceed with credits they are to receive from insurance company Primex; whether to refund or apply to the 2024 budget. The credits are as follows:

1. 2023 Property & Liability credit (\$9,555.40)
2. 2023 Workers Compensation credit (\$9,360.63)
3. 2023 Unemployment credit (\$95.08)

Motion: by Mike Kaminski, seconded by Justin Nault to apply the 2023 Property & Liability credit, Workers Compensation credit and Unemployment credit to the 2024 Primex insurance bill(s) for those items.

Discussion: none.

Vote: (2-1).

Roof Repair Bids

The Board reviewed three bids received for the roofing work needed on the roof at the Highway Garage. **Dave Nault** said that it was determined that the best sort of roof to go with is a rolled-rubber roof. Bids received are as follows:

Sentry Roofing: \$13,500

Westbrook Construction: \$38,850

Platinum Roofing: \$18,800

Motion: by Dave Nault, seconded by Justin Nault to accept the bid from Sentry Roofing in the amount of \$13,500.

Discussion: Mike Kaminski would like to know what the warranty is on materials.

Vote: (3-0).

The Board reviewed three bids received for the roofing work needed on the town office building. **Dave Nault** said he met with all of them. They would be adding on 6 a 6-foot ice and water shield Bids received are as follows:

Sentry Roofing: \$19,900

Westbrook Construction: \$32,645

Platinum Roofing: \$23,600

Motion: by Dave Nault, seconded by Justin Nault to accept the bid from Sentry Roofing in the amount of \$19,900. To remove and reinstall shingles on the town office building.

Discussion: Mike Kaminski would like to know what the warranty is on these materials as well.

Vote: (3-0).

For the Fire/Police Station building, they will need to go through a formal bid process as this job is more complex and will exceed their financial threshold for requiring an RFP. **Dave Nault** described the complexity of some of the work that needs to be done to solve the roofing issues on that building the needs of the building and what needs to be done.

Mowing Contract

The Board reviewed a proposed contract extension for lawn care with ASAP Landscaping. Overall increase is \$1,000 for 2 years. **Line Comeau** also confirmed that they are not being billed any extra for spring cleanup. She will obtain that verification in writing.

Motion: by Mike Kaminski, seconded by Justin Nault that they accept the 2-year extension for 2024 and 2025.

Discussion: none.

Vote: (3-0)

Updated Joint-Loss Management Program Manual

The Board reviewed and signed off on the updated Joint-Loss Management Program Manual. **Line Comeau** noted that one thing they received kudos on during their audit with the state was remaining consistent with their Joint-Loss committee activity.

Kelsea Road Update

Road Agent Jeff Crosby provided the Board with an update on the pole relocation on Kelsea Road. Unitil arrived and set one pole but did not finish the job as resident Mike Guiney approached the crew and asked them to stop. He has a concern with where the lines were running, as they “violated the easement airspace.” They had another meeting with Unitil and Mr. Guiney at which they were able to reach a solution. The Board reviewed the new plans for the pole-setting and discussed the history of the issue. After further discussion, the Board

asked the Road Agent to hold off on pole installation until the area across the turnaround can be surveyed for road distance. The Road Agent will let Unitil know they are holding off and Line Comeau will reach out to their surveyor who surveyed the area in the past.

Mike Kaminski asked about the status of the improvements needed on new concrete pad they need at the site where their gas pumps are. Jeff Crosby responded that it is a work-in-progress.

Discussion occurred regarding the issue regarding the trees in the roadway on Old Route 13. **Mike Kaminski** asked Jeff Crosby to view the area and offer his thoughts on what can be done to resolve the issue.

Twin States Letter of Support

The BoS discussed the Twin States Energy Project that was presented at a previous meeting. There was a sample letter that the project team provided them. **Mike Kaminski** suggests that they revise and submit a shortened generalized letter indicating their support, as the suggested letter was far too detailed. While neither Dunbarton nor the state will receive the benefit of the energy being provided, they will receive a small financial benefit and substation and powerline improvements.

Mailbox Items

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

- Revenue from Utilities \$614,240.54 (gross tax warrant commitment = \$9,449,580.45)
- Obituary for Louis DeBerio from Gorham Pond. (active in controlling milfoil in Dunbarton lakes).
- Email notice from Mary Girard regarding a broken picnic table in the common (see photo). They will have someone take a look and determine if it is something that can be repaired.
- Community notice of the placement of two more historic school signs: District # 8 Wheeler School on Twist Hill Road and District #1 South School at the end of Long Pond Road.
- Notice from National Grid of vegetation work along Clinton Street and Kimball Pond. (they only mow cut, and remove, no pesticide spray is used)
- Exit & Enter signs for second floor wood doors. **Line Comeau** explained that the swinging doors should have enter and exit signs to avoid anyone potentially getting hurt. The Board agreed to allow the signs to be placed on the doors as requested.

- Update code enforcement letter finalized with supported wording by the Building Inspector.
- Concord Regional Solid Waste Meeting notice. Woody Bowne will again attend as the representative for Dunbarton.

PUBLIC COMMENT

None.

BOARD MEMBER ISSUES

Justin Nault asked about water testing, as it was a topic of discussion at the recent Joint-Loss meeting. **Line Comeau** said that Dunbarton Fuel will pick up the testing kits, obtain the samples and send them to the lab. She also noted that they are having a problem with one of the mini-splits in their office, so she is having them service all of the air conditioning units in the town buildings.

NONPUBLIC SESSION

Motion: by Mike Kaminski, seconded by David Nault to enter into nonpublic session in accordance with RSA 91-A 3 II (b) at the request of the Police Sergeant Brian Tyler.

By roll-call vote:

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

The Board took a 2-minute recess at 8:51 p.m. to allow the room to clear for a nonpublic session.

The Board entered nonpublic session at 8:53 p.m.

The Board exited the nonpublic at 9:01 p.m.

There were no motions made during the nonpublic meeting.

DISCUSSION

Michael Kaminski thanked Sergeant Tyler for being present on the Chief's behalf.

Michael stated for the record that Chief Remillard had gone through an interviewing process to fill the last vacancy in the police department. A recommendation was discussed during the nonpublic meeting.

Mike stated that the individual is a certified police officer from a neighboring town, with twelve years of experience, who also has a bachelor's and master's

degree. The Chief is asking the Board to hire this individual at Step VI based on the step 10-year minimum requirement along with 4-weeks of annual vacation. Dave Nault wanted to remind the Board that the whole purpose of increasing the wage schedule to six steps was to provide incentives for the employee. Dave said that he hoped the individual understood that being hired at the top step would only allow him future increases based on the new budget COLA.

Motion: by Mike Kaminski, seconded by David Nault to hire Scott Avedisian at Step VI beginning on Monday July 10th, 2023, with four weeks of earned vacation for each calendar year.

Vote: 3-0

ADJOURNMENT

Motion: by Justin Nault, seconded by Michael Kaminski, to adjourn the meeting at 9:14 p.m.

Vote: (3-0).

Respectfully Submitted,

Jennifer King, Recording Secretary

Signed:

Michael Kaminski, Chair

Dave Nault, Selectman

Justin Nault, Selectman