

Dunbarton Board of Selectmen
Meeting Minutes
August 17, 2023

A meeting of the Dunbarton Board of Selectmen (BoS) was held on Thursday, August 17, 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
John Stevens, Old Home Day Committee
Don Larsen, Old Home Day Committee
Tom Cusano, Old Home Day Committee

Members of the Public present:

Chris Kenny

Fred Mullen 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 Justin Nault seconded by Dave Nault to approve the regular meeting minutes of August 3, 2023 as amended.

Discussion: none.

Vote: (3-0)

PUBLIC COMMENT

None.

NEW BUSINESS

Town Hall Second Floor Reservation

Chris Kenny, Cubmaster Pack 75 for Bow/Dunbarton submitted an application for usage of the 2nd floor space for pack meetings. The Selectmen noted that the dates requested in October will work, however it appears that going forward some of their dates may conflict with groups that have already reserved space. The Selectmen reviewed the rules and protocols for usage of the space. Fred Mullen offered the usage of the American Legion's American Flag that is upstairs to display during pack meetings.

The Selectmen approved the application.

Accept Unanticipated Revenue

Motion: by Mike Kaminski, seconded by Dave Nault to accept per RSA 31:95-b III (b) unanticipated revenue in the amount of (\$555).

Discussion: Line Comeau noted that they over spent their Old Home Day budget a little and this will help offset that.

Vote: (3-0).

Old Home Day Review

Mike Kaminski thanked the Old Home Day Committee for another great event. The committee gave the Board an update on how the day went:

- Committee members expressed some concerns regarding how traffic control was handled during the parade. **Don Larsen stated that the committee discussed** some changes they **could** make for next year in terms of **the DOT parade permit to allow extra time for the participants to line up without vehicles driving by.**
- **Don Larsen** said that the baking contest went well, but they will need some more volunteers to help receive and organize entries in the future. There were 25 entries this year. **Mike Kaminski** suggested that if they have a list of people/volunteers they wish to thank, **when the list is** ready, Line **can** put on the website.
- **Tom Cusano** reported that they purchased 10-12% more food than they purchased last year. They ended up selling twice as many hot dogs this year than last.
- Discussion occurred regarding the date the event is held. Committee members noted a marked increase in attendance when they moved the event from September to August.
- Line Comeau suggested that they start mentioning the need for assistance at town and school meetings in order to try and attract more interest from the community in joining the committee.

Don Larsen told the Selectmen that the Garden Club will be holding their annual mum sale and asked for permission to put a sign on the commons to advertise. The Selectmen said this was ok **as** long as he takes it down when it is over.

Discussion took place regarding installation plans for the audio system being donated by the Cusano's for the second floor of the Town Hall.

Mike Kaminski noted that they were notified by Fire Chief Jon Wiggin that some of the electrical boxes were installed too close to the electrical panels, and is in violation of code. **Tom Cusano** said they can have those moved.

There will be a class on how to use the sound system on Monday. The training is offered to anyone interested in learning how to use the system.

The BoS were in consensus to order two more tables for the upstairs space.

Line Comeau noted that they still have a fan in a box in the hallway that needs to be assembled. She will ask someone at the transfer station if they have the time to come and assemble it.

Dave Nault said that they have two different key padlocks for the storage area in the back corner. He would like to replace them with a matching pair.

Line Comeau noted the necessity to organize cleaning and restroom supplies.

Mailbox Items

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

- Email notice from Nora LaMarque offering a training on how to use the audio equipment on Monday, 8/21.
- Email from Chief Wiggin requesting that they not use the old stage curtain because it is not fire retardant.
- Letter from Library Trustees regarding their license to show movies.
- Email from Dan Mullen regarding Kelsea Road ROW **is still a** work in progress.
- Covid-19 policy

Motion: by Mike Kaminski, seconded by Justin Nault to discontinue their current Covid-19 policy.

Discussion: none

Vote: (3-0)

- Water testing is still a work in progress as they are continuing to work on gathering quotes. Discussion occurred regarding the possible costs of water treatment.
- The light for the flagpole was repaired; the problem was within the housing for the bulb; the sensor eye was broken off. The electrician fixed that as well as the breaker and labeled it at the outlet box.
- A discussion occurred regarding having the plumber of the addition return to identify the source that is connected to the newly renovated area. **Dave Nault** asked **Line Comeau** to reach out to Kelly to set up an appointment with Surette Bros.

PUBLIC COMMENT

Fred Mullen asked about an AED for the Town Hall 2nd Floor. The Selectmen said they had been planning to put one up there. Discussion occurred as to where to install it once they get one. The BoS asked Line Comeau to proceed with obtaining one. Line will follow up with Mark Lang on this as well, as he keeps a record of locations of their units and their conditions, etc.

BOARD MEMBER ISSUES

Line Comeau said that Fire Chief Jon Wiggin said that he has inspected the detectors reported as failed in the Library/Town Hall Building and the Fire Department, and he agrees with the report. Replacements/parts have been ordered and work will be scheduled.

Line Comeau asked about activity to complete the punch list for the Town Hall addition. **Dave Nault** Jim is going to rekey the lock so that the 11 keys that she has and will also replace the door control rod for the door mechanism. Line commented that the push bar mechanism is very finicky and can be difficult to operate.

Dave Nault said that the work is continuing on the RFP for the work at the Fire Department on the demo work as well as the doors.

NONPUBLIC SESSION

Motion: by Mike Kaminski, seconded by Justin Nault that the Board enter into nonpublic session in accordance with RSA 91-A:3,II (d) at the request of Mike Kaminski.

By roll-call vote:

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

The Board took a brief 2-minute recess at 8:01 p.m. to allow the room to clear for nonpublic session.

The Board **announced that there would also be two** additional nonpublic sessions consecutively, following the first:

RSA 91-A:3, II (c) at the request of the Town Administrator.

RSA 91-A:3, II (b) at the request of the Town Administrator.

The Board reentered the regular meeting at 8:44 p. m.

There were no motions made during the first nonpublic per RSA 91-A:3 II (d).

Motion: by Michael Kaminski, seconded by David Nault to enter the second nonpublic meeting at 8:44 p. m. per RSA 91-A:3, II (c). **By roll-call vote: J. Nault-yes. D. Nault-yes. Kaminski-yes.**

The Board reentered the regular meeting at 8:51 p. m.

There were no motions made during the second nonpublic per RSA 91-A:3 II (c).

Motion: by Michael Kaminski, seconded by David Nault to reenter the third nonpublic meeting at 8:52 p. m. per RSA 91-A:3, II (b). **By roll-call vote: J. Nault-yes. D. Nault-yes. Kaminski-yes.**

The Board reentered the regular meeting at 8:56 p. m.

There were no motions made during the third nonpublic per RSA 91-A:3 II (b).

OTHER BUSINESS

Justin Nault stated that he had stopped by the Building Department and was asked why the Town was not having to pull building permits for improvements on town buildings. Justin point out that its required for any licensed trades to pull permits so without a permit it makes it difficult for the inspector to do his job. This would also ensure that things are being installed correctly to protect the town. There was general discussion on the process for the Town. The Board in consensus going forward that they should make every effort to have contractors stop by the Building Department to pull a no-charge building permit.

ADJOURNMENT

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

Discussion: none. **Vote: (3-0).**

The Board adjourned at 9:04 p. m.

Respectfully Submitted,

Jennifer King, Recording Secretary

Signed:

Michael Kaminski, Chair

Dave Nault, Selectman

Justin Nault, Selectman