

**Dunbarton Board of Selectmen**  
**Meeting Minutes**  
**October 12, 2023**

A meeting of the Dunbarton Board of Selectmen (BoS) was held on Thursday, October 12, 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  
Jeff Crosby, Road Agent

**Members of the Public present:**

Fred Mullen  
Zaheer Ahmad-Kahoon

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 Justin Nault, seconded by Dave Nault to approve the regular meeting minutes of September 28, 2023 as amended.

**Discussion:** none.

**Vote: (3-0)**

**PUBLIC COMMENT**

**Fred Mullen** confirmed that they will be meeting on Sunday for the perambulation of the town line. **Dave Nault** said that he will be there. **Justin Nault** will attend if he is able to.

## NEW BUSINESS

### HealthTrust Rates for 2024

Town Administrator Line Comeau reviewed the rate changes for the insurance that is offered the fulltime employees. Michael Kaminski stated that the Board had updated the plan options a few years prior to help save cost. The Board were in consensus not to make any changes to the current policy at this time.

### Budget Strategy for 2024

The Board decided to request level-funded budgets, and to include a COLA increase this year at 3%. They asked Line Comeau to let the department heads know so that they can include that while preparing their budgets.

### Garden Club Request

The Board reviewed a request from the Garden Club to put a sign in the triangle (near the Caleb Statue) at the end of School Street advertising their daffodil sale. They would leave the sign up until October 31.

➤ ***The Board was in consensus to approve this request.***

### Accept Funds

**Motion:** by Mike Kaminski, seconded by Justin Nault, per RSA 31:95-b III(b) to accept a check in the amount of \$1,000 from their insurance company Primex as reimbursement for their insurance copay for damage that occurred to a police vehicle on 2/28/2023.

**Discussion:** Mike Kaminski noted that these funds **should** be released back to the Police Department budget, as **this** is where the copay was initially paid from.

**Vote: (3-0).**

### Position Appointment

**Motion:** by Mike Kaminski, seconded by Dave Nault to appoint Brian Arsenault as the Health Officer for the Town of Dunbarton.

**Discussion:** Town Administrator Comeau stated that this is a mandatory appointment by the NH Division of Public Health Services. Mike Kaminski noted that Fire Chief Jon Wiggin will continue in his role as Deputy Health Officer.

**Vote: (3-0).**

### Meals & Rooms Distribution Report

The Board reviewed the Meals and Rooms Distribution Report that shows Dunbarton receiving a total of \$287,854.47, which is significantly higher than they anticipated. Their proposed revenue budget was \$130,000, resulting in an overage of \$157,854.47. The DRA uses the final disbursed number at tax rate setting, so this will reduce the tax rate by about \$0.38 on the town's side.

#### Mailbox Items

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

- Notice from Laboe & Tasker Law regarding a filing with the Superior Court to verify complaint to quiet title on the property of Debra O'Neil-Marcou Trust involving deed description and the turnaround at the end of Holmes Road. This is an FYI item; no action required by the Board.
- Email from FEMA regarding notice of appeal period for the Flood Insurance Rate Map update commencing Wednesday, Oct. 25, 2023.
- Email from Library Director Mary Girard detailing problems related to the addition:
  - Library entrance door is not working correctly
  - Additional door entrance needs adjustment to open properly.
  - 1st floor bathroom door occupancy dial not working.
  - Air conditioner stays on in the new entryway area.

**Mike Kaminski** visited the library and reviewed the issues with Mary. **Dave Nault** will visit to review them as well, but in the meantime **Dave asked the Town Administrator to forward the email to Chicoine builders so they could** reach out to Brookside to review the a/c issue.

#### Highway Department Discussion

**Road Agent Jeff Crosby** met with the Board to review current Highway Department matters. **Mike Kaminski** noted the large sign advertising for winter road maintenance help. **Jeff Crosby** said that he has had a number of calls, but they are more landscapers with smaller (1-ton) trucks which are insufficient to clear the larger roads. He had one call from someone with a large truck/sander. He doesn't know if that will materialize or not. He did give the person the details, and the prospect told him he needed to check on some things but would get back to him.

**Mike Kaminski** asked about the possibility of hiring another full-time employee for the department and leasing a truck as had been discussed in the past. **Jeff**

**Crosby** expressed budgetary concerns. Discussion occurred regarding how they should proceed in terms of funding and how voters may feel about the added expense. **Jeff Crosby** noted that he does have a reliable part-time person that can operate the town's **1-ton dump truck**, and if the prospect he mentioned earlier comes through, he can manage this winter. He would be more comfortable if they presented a good solid plan at Town Meeting when it comes to how to handle the staffing issue going forward.

**Lee Martel** agreed that having a solid plan to present is important, as is keeping in mind the plans that the other departments are bringing forward.

**Justin Nault** asked if he would have enough work **for the entire year** to justify an additional full-time employee. **Jeff Crosby** said that he would.

Discussion occurred regarding funding and the staffing challenges they are facing, particularly if they were to try and hire for a part-time non-benefit position. **Jeff Crosby stated that he** would prefer to budget to hire someone full-time next year, fill the position if it passes at Town Meeting, and then begin the process to lease a truck.

**Mike Kaminski** asked Jeff Crosby to make sure he includes enough funding in his budget to cover Kelsea Road. Discussion occurred regarding the turnaround. **Dave Nault** said that there are **several** markers there, **which** need to be cleaned up **to** leave only the correct markers **that identify the right of way and the enhanced turnaround** so there is no confusion. He would like to call Bartlett (the surveyor) to have the extra markers removed and put in their own pins so that they will be ready for the Public Hearing.

**Auction for the 6-wheeled dump truck . Jeff stated** that they had planned to bring **it** to auction, **but** thinks they **town** would be better off selling it privately. **He stated that** they are having trouble keeping it running, and it needs to be in running condition to be brought to auction. **The Board were in consensus to sell the 20-year 6-wheeled dump truck privately.**

#### PUBLIC COMMENT

**Zaheer Ahmad-Kahoon** of 80 Robert Rogers Road installed solar panels **at** his house. He **stated that** did get a permit for this and later learned that he had to apply through Eversource. Mr. Ahmad-Kahoon stated that he **also** applied through Eversource, but the inspector won't approve his system and won't tell

him the items that need to be fixed. The Building Inspector has requested that he hire an electrician to inspect the system. According to the Building Inspector, approval has not yet been granted by Eversource. The Board reviewed the documentation presented by Mr. Ahmad-Kahoon and suggested that he speak with whomever his contact is for solar at Eversource and have them reach out to the Building Inspector.

Jeff Crosby of 17 Stark Highway South suggested that anything that he has ever had to do with Eversource is usually tied to a work order number. He suggested locating and using something like that when he contacts Eversource. **Dave Nault** located an Application ID number and suggested that he use that to try and get to the right person at Eversource. **Mike Kaminski** said that a copy of the signed electronic form from Eversource may be helpful for the Building Inspector to include in issuing an approval. The Board asked Mr. Ahmed-Kahoon to keep them updated on his progress.

#### BOARD MEMBER ISSUES

Line Comeau updated the Board on the following:

- **Line stated that the Town** is in the queue to have the information reviewed for tax rate setting. The Tax Collector is hoping to have the bills stuffed and mailed by Nov. 1. They are **getting short on time**, but feels they will make it.
- Line stated that she had the Towns handyman Gregg Miller look at the building to try and determine the source of the odors in the building. He noted that a dehumidifier in the basement would help with some of the moisture that is emanating from there (the basement has a dirt floor).
- Line also informed the Board that the sprinkler system had a malfunction last week. **Because of the quick response by the Fire Chief, they were able to stop the water before things got too bad.** The Fire Chief and Mary Girard also noticed a lot of water **dripping into the basement** through the bump out **from the crack in the concrete pad that** covers the wellhead. **Line stated that the** cracked and getting progressively worse **and should be repaired.** She would like to see if Mr. Miller can find a solution for the cracked wellhead cover as well. **Dave stated that he may be able to fix it with a concrete caulking.**

Dave Nault offered the following updates:

- An Energy Fair is being held this Saturday at the Elementary School from 9-2. They are putting on this fair in partnership with the towns of Bow and Weare. There will be a lot of vendors in attendance. **Mike Kaminski** noted it is a great event to attend if you're looking to make energy-related home improvements. **Dave Nault** added that they are going to have solar vehicles and charging station installers on site as well.
- They had previously discussed placing crushed stone around the Town Hall building once the renovation was completed. He said he can begin pricing that out if they are ready to proceed with that. **The Board was in consensus.**
- Asked Jeff Crosby if all of the necessary work on his building has been completed. Jeff answered that it had **except for** the concrete pad which is a work in progress.
- He is still waiting on the roofing company to get back to him regarding the RFP for the Fire Department roof. The overhead doors have been ordered and should arrive by the beginning of November.

Mike Kaminski offered updates for the Transfer Station:

- a minor accident recently occurred that dented one of the panels on the garage door (Woody Bowne is getting **quotes for this to be** repaired).
- The new employee is working out well, but is working too many hours and requested a reduction of hours. **The Board was in consensus that he should be flexible with the scheduling in order to retain all that help that he can.**

#### ADJOURNMENT

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

Meeting adjourned at 8:03 p.m.

Respectfully Submitted,

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Jennifer King, Recording Secretary

Signed:

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Michael Kaminski, Chair

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Dave Nault, Selectman

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Justin Nault, Selectman