

Dunbarton Board of Selectmen
Meeting Minutes
September 28, 2023

A meeting of the Dunbarton Board of Selectmen (BoS) was held on Thursday, September 28, 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:

Robert “Bob” 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 September 14, 2023 as amended.

Discussion: none.

Vote: (3-0).

Motion: by Justin Nault seconded by Mike Kaminski to approve the nonpublic meeting minutes of September 14, 2023 as written.

Discussion: The Board was in consensus to seal these minutes.

Vote: (3-0).

PUBLIC COMMENT

None.

NEW BUSINESS

Quote Review

Motion: by Dave Nault, seconded by Mike Kaminski to accept the quote from Aloha Overhead Doors for the two larger garage doors (1'2x12') in the amount of (\$14,285) **for the Fire Department**. The work will be completed in 4-6 weeks.

Discussion: Mike Kaminski noted that this work is to accommodate their larger fire **fighting vehicles in the future**.

Vote: (3-0).

Committee Appointments

Motion: by Dave Nault, seconded by Mike Kaminski to appoint Brian Watford and Shana Lajoie as alternates to the Recreation Commission, with a term ending March 2024.

Discussion: Mike Kaminski noted that these appointments were recommended by the Recreation Commission.

Vote: (3-0).

Mike Kaminski asked what should be done with the heavy round wood tables in storage. **Dave Nault** would like to see what they have for storage space before they make the decision to part with them.

Motion: by Mike Kaminski, seconded by Dave Nault to appoint Mike Lessard as an alternate to Cemetery Trustees, with a term ending in March 2024.

Discussion: none.

Vote: (3-0).

Motion: by Dave Nault, seconded by Mike Kaminski to appoint Keith Bennet as a regular member of the Conservation Commission with a term to end in March 2026.

Discussion: none.

Vote: (3-0).

Review 3rd Quarter Expenses and Revenues

Town Administrator **Line Comeau** presented the Board with a review of their current expenditures for the end of the 3rd quarter. She noted areas in which certain line items were overspent, but the bottom line for most departments are at \$25% or more of their budget remaining, which is where they currently should be. Items of note are legal expenses (for the Planning Board) and heating system

repairs for town buildings. The bottom line for many departments is still at or above 25%, which is where they should be at this time in the year.

Town Administrator Comeau presented their current revenues on a spreadsheet and detailed the totals collected for each department. In many departments, the funds they have taken in so far this year has exceeded their projections. The revenues are projected to exceed our proposed revenues by \$355,323; **estimating** every 100K to reduce the tax rate by \$0.24. If the Board decides to make no changes **to the proposed revenues**, we are still expecting an increase from **the Meals and Rooms revenues. This increased revenue will be** applied by the state **to reduce the tax rate.**

After some discussion, the Board decided to apply \$25,000 to their overlay (\$0.06 reduction) to help cover any costs related to abatements.

Selectmen's Schedule

Town Administrator Comeau presented a proposed schedule for the Selectmen going forward **with meeting modifications for the end of 2023**, as they begin the budget **discussion**. The meeting schedules will remain every other week, with the exception of November (to work around Thanksgiving) and possibly February (in case any additional **public** hearings are needed).

The BoS were in consensus to proceed with the schedule as presented.

Mailbox Items

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

- Email from PD secretary: November 28th will mark 15 years of service for Christopher Remillard with the Dunbarton Police Department. This makes him the longest serving officer in the town's history.

Dave Nault suggested that they look at implementing a recognition program for their employees based upon years of service. He would like to begin by presenting Chief Remillard with an award (a pin), as an emblem of his years with the town. Line Comeau will research their options for pins. He suggested that they present him with a letter of appreciation from the Board and indicate that the pin would arrive later.

The Selectmen noted the following upcoming events for the department:

- Coffee with a cop is Wednesday October 4th.
- An awards ceremony for the Police Department will take place on October 2nd at 6 p.m. **at the Town Hall second floor.**

- Their newest Police Officer is set to graduate from the Police Academy on Friday, September 29th.
- Email from Town Attorney regarding **the enhanced** Kelsea Road turnaround (special meeting held 9/21/23).
- Memo from Welfare Director regarding funds for direct assistance. Town Administrator Comeau said that the new Welfare Director brought to her attention that the budget line for direct assistance only has \$1,000 left for the year. She expects to overspend that budget line, there are other budget lines she can use if needed. The BoS were in consensus to tap into another budget line as needed.
- Sign release of lien per RSA 165:28 for Julien & Sandra Leduc. Town Administrator Comeau confirmed that all liens on the property have been settled. The Board signed off on the release of lien.

PUBLIC COMMENT

None.

BOARD MEMBER ISSUES

Dave Nault said that he met with Chicoine to review and complete the final items on the punch list **for the Town Hall addition**: they painted the eaves and adjusted the entrance door to the library (weather stripping and hinges). They also put spring hinges on the bathroom door as well. He would like to go ahead and release the final payment to Chicoine.

Line Comeau noted the bathroom door vacancy indicator is not working (reads “vacant” regardless of which way the knob is turned). **Dave Nault** said that Jim from Belletetes is coming to the Library to address a loose knob for Mary’s (Girard) door. He will have him look at the problem with the restroom door as well.

Mike Kaminski shared that he attended the memorial **and the reception** for Pam Sklut which was held **at** the Town Hall 2nd floor.

ADJOURNMENT

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

Discussion: none.

Vote: (3-0)

The Board adjourned at 7:50 p.m.

Respectfully Submitted,

Jennifer King, Recording Secretary

Signed:

Michael Kaminski, Chair

Dave Nault, Selectman

Justin Nault, Selectman