

**Dunbarton Board of Selectmen**  
**Meeting Minutes**  
**October 26, 2023**

A meeting of the Dunbarton Board of Selectmen (BoS) was held on Thursday, October 26, 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  
Kristine Flythe, Recreation Committee Chair

**Members of the Public present:**

Fred Mullen

Lee Martel recorded the meeting for the benefit of citizens that were unable to attend (Linda Nickerson uploads the videos to YouTube).

Board Chair 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 October 12, 2023 as amended.

**Discussion:** none.

**Vote: (3-0)**

**PUBLIC COMMENT**

**Fred Mullen** presented the Selectmen with the updated/reaffirmed perambulation of the Dunbarton/Weare town line that was recently performed. The Board signed off on the perambulation as presented.

**Kristine Flythe** of the Recreation Committee updated the Board regarding their plans for Halloween: setup will begin on the 30th on the Common from 1 p.m.-3

p.m. and everything will be taken down in the evening following the event on the 31st.

The Committee has been working with the Garden Club and they would like to plant a blue spruce tree near the bandstand to use for their annual tree lighting. Brief discussion took place regarding the best location for the tree. The committee will be looking to see if any local nurseries would be willing to donate a tree.

They have also come up with a new design for the holiday lighting which will be ready to be turned on prior to the tree lighting scheduled for December 9.

The Board thanked Kristine and the committee for their efforts.

## NEW BUSINESS

### Building, Planning & Zoning 2024 Budget Proposal

Town Administrator **Line Comeau** presented the proposed 2024 budget for the Building, Planning and Zoning Departments as prepared by Department Administrator Donna White:

**Building Department:** salary lines have been increased by the 3% COLA increase approved at the last meeting. Total proposed budget: \$89,786 (increase of \$4,672).

**Planning and Zoning:** slightly decreased the Planning Consultant line. Total proposed budget: \$16,288 (decrease of \$337).

### Tax Rate for 2023

Mike Kaminski reviewed the tax rate as set by the DRA:

Total tax rate increase of \$2.59 over 2022.

The overall tax rate changed as follows:

**Town: \$0.59**

**School: \$1.56**

**State School: \$0.49**

**County: -\$0.05**

### Committee Appointment

**Motion:** by Dave Nault, seconded by Mike Kaminski to appoint Cindy Pinard as the DES Liaison to the Dunbarton Historical Awareness Committee, her term to expire in March 2025.

**Discussion:** this person was recommended by the committee.

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

#### Town Clerk - Warrant Unlicensed Dogs

The Board signed off on a warrant submitted by the Town Clerk that will allow the Police Department to issue a civil forfeiture for each unlicensed dog. **Mike Kaminski** offered a reminder that the purpose of dog registration is to control rabies in their pet population.

#### Quote for Gutter Work

**Mike Kaminski** noted that they have received one quote for the gutter work on the Town Office building. The Board tabled quote review until another quote is received. Brief discussion occurred regarding the types of gutters and maintenance required.

#### Community Action Program Request

The Board was in consensus to continue their funding of the Community Action Program for 2024 in the amount of \$3,000.

#### RTK Request

The Board reviewed a Right-to-Know request submitted by Patrick Bowne on 10/20/2023 regarding mowing information. The request was fulfilled on 10/24/2023.

#### Mold Mitigation

Some mold has been discovered in a building at the transfer station (weather-related) and in the basement of the town hall (related to a prior leak from the sprinkler system). Brief discussion occurred regarding solutions to clean and prevent future mold growth. The Board asked **Line Comeau** to follow up with their handyman Gregg Miller to wash the areas with a bleach solution and will also look into obtaining a dehumidifier for the Town Hall basement, all to be funded from the maintenance budget line.

#### Accept Funds

**Motion:** by Mike Kaminski, seconded by Justin Nault to accept (\$4,407.50) for the sale of town property (old vehicle, tools, equipment, electronics, etc.) at St. Jean's Auction.

**Discussion:** This money was for a variety of items and the funds will go into the general fund.

**Vote: (3-0)**

### Mailbox Items

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

- Email from the Garden Club stating that daffodils were planted to help beautify the area near the town parking lot (rock location). The Board offered kudos to the Garden Club for their efforts.
- Request from Police Chief Remillard to sign a letter or support to the DOT to support the installation of a roundabout at Pages Corner. The Board signed the letter as requested.
- Email request from Cub Scouts of Bow/Dunbarton to hold Scouting for Food drop off locations at the bandstand and the transfer station on 11/4/23 between 8 a.m.- 11 a.m. (transfer station location already approved by Transfer Station Manager Patrick Bowne). The Board was in consensus to support this request.
- Veterans' Day ceremony will take place on the 2nd floor of the Town Hall on Saturday November 11, 2023 at 11 a.m. **Line Comeau** confirmed that this has been advertised on the town website and will be posted on the marquee as well.
- Update from Building Department Administrator regarding solar project at 80 Robert Rogers Road. There will be an inspection by the state inspector performed tomorrow. Discussion occurred regarding the development of a guideline or a punch list to offer homeowners who wish to install a solar panel system on their property in order to help manage expectations about the process.

### PUBLIC COMMENT

**Lee Martel** asked about the advanced posting of the agenda. **Line Comeau** will make a concerted effort to have a draft agenda posted by Wednesday.

### BOARD MEMBER ISSUES

**Justin Nault** is working on obtaining the second gutter quote. **Dave Nault** recommended another company to request a quote from. **Line Comeau** will follow up on that lead.

**Dave Nault** shared the following:

- He is expecting 2 estimates for the stone they are looking to place around the Library/Town Hall building. He requested a separate second quote to deal with the dip sections.
- Chicoine Construction is going to grind down the cement under the doors at the entryway to solve some issues they are having with the door. They will also look at the bathroom door issue as well.

- He attended the town line perambulation walk with Fred Mullen.

**Mike Kaminski** there was a Walk with a Cop event scheduled to take place around Kimball Pond. It was originally scheduled for opening day of hunting season, so they changed it to the day before in the interest of safety.

#### NONPUBLIC SESSION

**Motion:** by Mike Kaminski to enter into nonpublic session in accordance with RSA 91-A:3,II (a) to address a RTK request.

**By roll-call vote:**

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

The Board took a 5-minute recess at 7:37 p.m. to allow the room to clear for nonpublic session.

The Board reentered the regular session at 7:50 p.m.

There were no motions made during the nonpublic.

**Motion:** by Michael Kaminski, seconded by David Nault to exit the nonpublic meeting at 7:50 p.m. Vote 3-0

#### ADJOURNMENT

Motion by Justin Nault, seconded by Michael Kaminski to adjourn the meeting at 7:51 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