

**Dunbarton Board of Selectmen  
Meeting Minutes  
November 9, 2023**

A meeting of the Dunbarton Board of Selectmen (BoS) was held on Thursday, November 9, 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  
Bryan Clark, Board of Assessors

**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 26, 2023 as amended.

**Discussion:** none.

**Vote: (3-0)**

**Motion:** by Dave Nault, seconded by Justin Nault to approve the nonpublic meeting minutes of October 26, 2023 as written.

**Discussion:** Mike Kaminski noted that these minutes do not need to be sealed.

**Vote: (3-0)**

**PUBLIC COMMENT**

None.

## NEW BUSINESS

### Board of Assessors - 2024 Budget Proposal

**Bryan Clark** presented the proposed 2024 budget for the Board of Assessors. They expect to fully expend this year's budget. Their main increases for 2024 are related to COLA and salary increases and an increased contract (+\$4,000) with the firm that handles their pick-ups (MRI). Their proposed 2024 budget total is \$41,206.

Town Administrator **Line Comeau** added that the Board of Assessors' proposed legal expenses are combined with the total on the Selectman's legal line. Consultant George Sansoucy has suggested a \$10,000 increase in legal fees to be budgeted for the Board of Assessors in their continued utility legal suit they are involved in along with other NH towns.

**Bryan Clark** said they are looking to add a warrant article that would set aside \$15,000 per year from 2024 to 2029 in order to prepare for the next property revaluation.

**Line Comeau** told the Board that their equalization ratio is 63% of market value. The purpose of the reval is to bring that closer to 100%. Their ratio is being skewed by the higher home sales.

**Bryan Clark** presented the Board with the current use penalties. More land is being taken out of current use to build upon. 50% of current use goes to conservation. Including the \$90,000 they owe them, that brings the conservation budget to over \$223,000. He wanted to see if they could look into changing what goes into conservation.

**Mike Kaminski** would like to look further into the history of what the town has decided on in the past and review the amounts and percentages. There needs to be a balance, and he certainly doesn't want to see the majority of property in town in conservation use.

### SAU 67 - Dunbarton School Board

**Owen Harrington**, former DES Principal is now the curriculum director for the SAU. He presented the Board with the Future Ready School initiative, which is a strategic plan for strengthening their education system. They are focusing on

CIA, professional learning and community partnerships. They are looking for input on what the community needs from the school and vice versa.

**Dave Nault** asked if there are any plans to steady the tax base, expressing concern over the increases they have been seeing in recent years. Board Member Clem Madden said that this really isn't necessarily a budget impact, it's more of a guideline to follow for the schools to work with the community to help students be more future-ready. **Dave Nault** felt that some of what was listed would translate to additional costs. Clem Madden said that personnel costs have more of an impact on the tax rate. **Owen Harrington** understands budgetary concerns both as a taxpayer and as an educator. He feels that the DES Board has done a good job at extending their resources in order to have as little budgetary impact as possible.

**Mike Kaminski** noted that parents don't seem to be mentioned in this process, which is something he feels is very important. **Owen Harrington** said they will be sending home a survey for parent input as well as having an open house for parents to come and give their input. **Mike Kaminski** noted that it can be difficult to get parents involved in the planning stages of something; it's once something is implemented that you get parental feedback. **Mr. Harrington** said that this program encourages constant reevaluation and improvement throughout the process.

#### Room Usage Request

**Clem Madden** appeared before the Board to request that the function room on the Town Hall Second Floor be used as the polling location for the September 10, 2024 Primary Election in order to avoid disruption at the school. **Dave Nault** isn't opposed to the idea, but he would like to consult with the Town Clerk and Town Moderator for their input. **Mike Kaminski** isn't supportive of the idea due to the logistics of it (parking, library disruption, additional maintenance costs, etc.).

Brief discussion occurred regarding snow removal and landscaping on the school property. **The consensus from the School Board and the Town is that every party is pleased with the current lawn care provider.**

#### Building Gutter Quotes

The Board tabled quote review until they have received the 3rd quote for gutter installation.

### Transfer Station Quotes

One quote was received for the door repair and automatic door opener at the Transfer Station in the amount of \$1,475.

- ***The Board was in consensus for the Transfer Station Manager to proceed with this quote.***

A quote for paving the Transfer Station lot. Due to the higher dollar amount they are looking at; they will need to put out an RFP for this project. They do not have time remaining in the year to encumber the funds.

### Mailbox Items

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

- Memo from **Administrator requesting clarification for** expenditures of the NH the Beautiful grant he received.  
**Motion:** to allow the Transfer Station Manager to expend up to \$3,409 of the previously accepted NH the Beautiful grant to assist in the installation of a can crusher and open-top container.  
**Discussion:** none.  
**Vote: (3-0).**
- A problem with the heating and cooling of the town hall addition was brought to the attention of the general contractor but not addressed as of 11/8/23. **Dave Nault** said that someone did reach out to ask who the heating company was, so he expects Brookside to be reaching out soon.  
Librarian Mary Girard also said that the wood floor is splintering in some sections of the library. The Board was in support of having handyman Gregg Miller take a look to see if there is a workable solution.
- Email regarding blue spruce placement on Town Common. Don Larsen measured out the area that a Blue Spruce tree would typically take up. Committee chair Kristine Flythe is concerned that the proposed spot for the tree is too close to the road. Discussion occurred regarding a better place for it.
- Memo from Town Administrator regarding town building repairs:
  - Gutters are a work in progress
  - Mold issue at town hall has been resolved; the crumbling drain covers are a work in progress.
  - Noted the toilet upstairs may need a new flapper piece.
  - Mold at the transfer station: there were a few areas of concern: one can be treated/cleaned for \$250; there is another area from a previous leak

in a drain pipe that he checked and there does not seem to be any signs of mold, and no signs of mold in the insulation but it would be costly to open the area up and look further. Judging from the pictures provided, the Board does not find it necessary to investigate that area further for mold.

- The reverse-osmosis and water treatment system they put into place at the town office and library appears to be working. The Police Department asked about a filter system for their building as well, as their water is also above the recommended arsenic standards. The highway department is not requesting treatment. Line Comeau priced the systems for the Police Department Fire Department and for the Transfer Station.

**Motion:** by Dave Nault seconded by Mike Kaminski to accept the quote for Capital Well dated 11/1/2023 for Level 4 filter systems to treat arsenic in the water at 3 locations for a total of \$3,111.

**Discussion:** none.

**Vote: (3-0)**

#### PUBLIC COMMENT

None.

#### BOARD MEMBER ISSUES

**Mike Kaminski** said he was asked by the Town Clerk to attend a recent voting machine demonstration. While he was initially a skeptic, he thinks it would be worthwhile to put together an ad hoc committee to investigate bringing this to their town in the near future.

**Dave Nault** said that he thinks they should have the company visit the Board in the near future for a presentation to get that started, since they do have a big election coming up.

**Mike Kaminski** stated that the costs include \$7,000 for the machine, \$500 yearly maintenance cost; every election is \$500 for configuration. They have to supply 40lb paper for it. There are no internet/Wi-Fi connections. The company is one of two that the state supports; they are non-profit, and they are based in CA.

**Dave Nault** shared a few updates:

- He checked in on the stone bids, they are still a work in progress as some of the contact people are on vacation.
- There was a recall on the Yale locks and hardware that were used on the doors for the Town Hall renovation, so those will all be replaced.

NONPUBLIC SESSION

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

**By roll-call vote:**

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

The Board took a 5-minute recess at 8:13 p.m. to allow the room to clear for nonpublic session.

The Board entered nonpublic session at 8:17 p.m.

**The Board exited the nonpublic session at 8:55 p.m.**

**There were no motions made during the nonpublic session.**

ADJOURNMENT

The Board adjourned from nonpublic **session 8:56 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