

**Dunbarton Board of Selectmen  
Meeting Minutes  
November 30, 2023**

A meeting of the Dunbarton Board of Selectmen (BoS) was held on Thursday, November 30, 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 and Others present:**

Line Comeau, Town Administrator  
Deb Nikias, Welfare Director  
John Stevens, Old Home Day Committee  
**Mark Lang** Old Home Day Committee  
**Ken Koerber, Old Home Day Committee**  
**George Maskeill, Old Home Day Committee**  
Kristine Flythe, Recreation Committee  
Patrick “Woody” Bowne, Transfer Station Manager

**Members of the Public present:**

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 November 16, 2023 as amended.

**Discussion:** none.

**Vote: (3-0)**

**Motion:** by Dave Nault, seconded by Justin Nault to approve the nonpublic meeting minutes of November 16, 2023 (9:07 p.m.) as written.

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

**Vote: (3-0)**

**Motion:** by Justin Nault, seconded by Dave Nault to approve the nonpublic meeting minutes of November 16, 2023 (9:35 p.m.) as written.

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

**Vote: (3-0)**

**Motion:** by Dave Nault, seconded by Justin Nault to approve the nonpublic meeting minutes of November 16, 2023 (9:37 p.m.) as amended.

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

**Vote: (3-0)**

**Motion:** by Dave Nault, seconded by Mike Kaminski to approve the nonpublic meeting minutes of November 9, 2023 as amended.

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

**Vote: (3-0)**

## PUBLIC COMMENT

None.

## NEW BUSINESS

### Welfare Department - 2024 Budget Proposal

Welfare Director **Deb Nikias** presented the proposed 2024 budget for the Welfare Department. She is requesting an increase for 2024. The Community Action Program has requested an increase from \$2,350 to \$3,000 and then there is the 3% increase in salaries for the Director and the Deputy Director. She also has concerns about their line for Direct Assistance as they have already exceeded that line for this year, so she has requested an increase of \$1,000 for that line. Discussion occurred regarding the Community Action program, during which it was noted that 22 Dunbarton families were assisted last year. Mike Kaminski thanked Deb Nikias for the job she has been doing since stepping into the role.

### Old Home Day Committee - 2024 Budget Proposal

Old Home Day Committee Chair John Stevens and members presented the committee's proposed 2024 budget. They are requesting an increase from \$5,700 to \$6,500. They have been at the same amount for the last several years and are seeking an increase because they are finding that inflation is cutting further into their budget, and they are finding it more challenging to stay within budget. The Board felt that it was a reasonable request.

#### Recreation Committee - 2024 Budget Proposal

Kristine Flythe, Recreation Committee Chair presented the committee's proposed 2024 budget. She noted that they will be exceeding their budget by \$282 for the holiday celebration this year (to be paid with Recreation Committee funds). For 2024, they are requesting \$700 for Halloween and \$1500 for the holiday celebration (includes all lights for the Common and the Town Hall/Library building. They are working with the Garden Club on preparations, and they supplied a lot of people and a lift to help decorate the tree. The committee felt that bearing the cost for supplies and decorations was a fair trade off.

**Dave Nault** noted that the lights that are currently up are flashing. **Line Comeau** said that she will follow up with Nora LaMarque to fix that.

#### Employee Holiday Cards

**Dave Nault** said that as they didn't remember to get gift cards before Thanksgiving, he would like to offer the town employees Market Basket gift cards for \$50 for the holidays. He would also like to expand it to include all full-time and regular part-time employees, as well as **a few select** elected officials **that are heavily involved with the tax payers all year long. These positions include the Town Clerk, Tax Collector, Road Agent and the Treasurer.**

➤ ***The Board was in consensus to make this change and to authorize the Town Administrator to purchase the cards.***

#### 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 \$838.40 from restitution collected by the state from 1982-1983.

**Discussion:** Dave Nault confirmed with Line Comeau that these funds will go into the general fund under unanticipated funds.

**Vote: (3-0)**

### Reimbursement Request

Resident Michael Guiney requested a reimbursement for the purchase and replacement of a post on his property that was damaged by a town plow truck (\$29.48 for the post and \$200.00 for installation labor = \$229.48). A decision was made by **the** previous Board to provide reimbursement for the cost of the post only, but the reimbursement did not happen.

- *After some discussion: the Board was in consensus that because reimbursement was approved for the post only by a previous board, then they will abide by that original Board decision and not reimburse for labor.*

### Mailbox Items

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

- Email update from handyman Greg Miller regarding inspection of attic space over Transfer Station office. The water damage was very minimal. The repairs made to the areas affected included replacing insulation.
- Email from Library Director Mary Girard: She has scheduled several events during the day on the second floor and wants the Board to know that the temperature is averaging around 49-50 degrees. She is advising attendees of any events to dress in preparation for the chill. **Dave Nault** said that he did speak with his contact Dave at Brookside and there is a possible solution where they can bring duct work up to that room or install a ventilation system to help direct the heat to that room. They also looked at the heating and a/c unit and determined that some power surges appear to be affecting the unit, causing it to trigger it to switch from heat to a/c. They are going to try installing a surge protector to see if that resolves the issue. The Board suggested that in the interim, they monitor the temperature and open the doors to the room an hour or so before the event to warm it up a bit.
- Email from Mary Girard regarding alarm panel errors. This is a work in progress with Dave Nault and Line Comeau. **Dave Nault** asked Line Comeau to reach out to Irish Electric to contact the subcontractor who installed the panel to troubleshoot the problem. Dave said the project manager's name was George; he should at least know which alarm company it is.
- Gutter Quotes: The BoS reviewed and discussed the three quotes received for gutter installation. Two companies quoted a 6" gutter, and one quoted a 5" gutter.

**Motion:** by Dave Nault, seconded by Justin Nault to select the quote from Builders' Insulation and Installed Products:

- ❖ 1st proposal \$3,300 for gutters for the building at 1011 School Street
- ❖ \$2,080 for gutter covers for the building at 1011 School Street
- Total: \$5,380

**Discussion:** they will seek clarification about adding the pieces for the entryways and ask them to be included.

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

- Memo from Town Administrator regarding outstanding leave time. **Line Comeau** provided detail on the employees requesting leave time to be paid out at the end of the year. Transfer Station Manager Woody Bowne explained that he is unable to take any more PTO this year because he has a couple of recent hires that he does not want to leave on their own at this point. The Board approved all requests for payout of outstanding leave.

#### PUBLIC COMMENT

**Lee Martel** brought to the Board's attention an article he recently read regarding current use and how those funds are used. He feels that they need to see what they would be losing for the small amount of money they may feel they are saving by cutting the share of land use fees that go to the Conservation Commission..

#### BOARD MEMBER ISSUES

**Mike Kaminski** said that November 28, 2023 marked 15 years of service to the town of Dunbarton for their Police Chief Christopher Remillard. He is the longest-serving full-time officer in the town's history. He started as a part-time officer and has served full time since 2010, being sworn in as Chief in 2022. **Mike Kaminski** spoke to his high work ethic and noted that he has earned a reputation for doing top-notch law enforcement work. He noted that he and another one of their officers responded to the recent incident at NH Hospital. He thanks him for his dedication to the community.

**Dave Nault** said that he has been chasing quotes for river stone to place around the Library/Town Hall and Town office buildings along the drip line. After a month of requesting quotes, he managed to get one company to respond. He would like to get the funds encumbered at least for the Library/Town Hall building as that one involves turf removal.

**Motion:** by Mike Kaminski, seconded by Justin Nault to approve two quotes for river stone to be placed around the Library/Town Hall and the Town Office buildings in the amounts of \$1,800 and \$850.00 (respectively).

**Discussion:** Mike Kaminski noted that he would like them to follow up with an official written quote. Dave Nault said that their bookkeeper was not in the office when this was quoted, but a formal written quote will be submitted.

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

#### 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 Board of Selectmen.

**By roll-call vote:**

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

The Board took a 5-minute recess at 7:56 p.m. to allow the room to clear for nonpublic session.

The Board entered nonpublic session at 8:01 p.m.

Line Comeau & Patrick Bowne exited from the nonpublic session at **9:15 p.m.**

There were no decisions made during the nonpublic session.

#### ADJOURNMENT

The Board adjourned the regular meeting at **9:47 p.m.**

Respectfully Submitted,

\_\_\_\_\_  
Jennifer King, Recording Secretary

Signed:

\_\_\_\_\_  
Michael Kaminski, Chair

\_\_\_\_\_  
Dave Nault, Selectman

\_\_\_\_\_  
Justin Nault, Selectman