

**Dunbarton Board of Selectmen  
Meeting Minutes  
May 28, 2020**

A meeting of the Dunbarton Board of Selectmen (BoS) was held on Thursday, May 28, 2020 at the Dunbarton Town Offices.

**Board members present:**

Dave Nault, Chair  
Mike Kaminski, Selectman  
Robert “Bob” Martel, Selectman

**Town Officials and others present:**

Line Comeau, Town Administrator  
Patrick Bowne, Transfer Station Supervisor

**Members of the public present:**

Caleb Hafford  
Owen Harrington, Principal, Dunbarton Elementary School  
Lynn Oliver  
Lara Routhier  
Clem Madden, Dunbarton School Board Chair

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

Dave Nault called the meeting to order at 7:05 p.m.

**OLD BUSINESS**

Approve Minutes

**Motion:** by Bob Martel, seconded by Mike Kaminski to approve the minutes of May 14, 2020 as amended.

**Discussion:** none.

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

**PUBLIC COMMENT**

None.

**AGENDA ITEMS**

Time Capsule Request

Caleb Hafford, a student at Dunbarton Elementary School read his letter that he submitted to the BoS requesting permission on behalf of the students to place a time capsule at the Town Common. The capsule is to contain various school-related items from the year 2020, and the intent is to open it in 20 years. A plaque will lay on the ground at the burial site. The key for the strongbox containing the capsule will be left at the Town **Office**.

Principal Owen Harrington explained that the total cost for the time capsule would be approximately \$900, part of which they intend to cover through a grant. They are requesting permission from the town to place the capsule at the Town Common.

**Mike Kaminski** asked how deep they will be burying the capsule. **Lynn Oliver** stated that it won't be overly deep, as the strongbox they will be using is small. **Dave Nault** said his only concern is that they stay away from any areas soon to be under construction. **Lynn Oliver** said that the events of this year have been difficult on everyone, especially the kids. This is something exciting for them to look forward to. They would like to put the time capsule in the ground near the statue on the Common on June 12<sup>th</sup> and give students and their families the option to attend from their vehicles.

**Motion:** by Mike Kaminski, seconded by Bob Martel to accept the request from Dunbarton Elementary School to place a time capsule at the Town Common in the vicinity of the Caleb (Stark) statue. The exact location and time to be determined.

**Discussion:** none.

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

**Dave Nault** asked how the mowing was going at the school. School Board Chair Clem Madden stated that it doesn't appear to have been done yet. **Mr. Nault** asked Line Comeau to touch base with Mike Underwood to make sure it gets done.

#### Construction Contract Proposal

**Dave Nault** said that they have reviewed Jeff Trexler's recommended changes to the proposed construction contract from Conneston Construction, Inc. (CCI) for the needed structural work to the second floor of the Town Hall.

**Motion:** by Mike Kaminski, seconded by Bob Martel that they accept the proposed contract from Conneston Construction, Inc. (CCI) for the work at the town hall, contingent upon proposed changes being made.

**Discussion:** Dave Nault noted that Jeff Trexler has not completed his review.

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

**Dave Nault** said that they intend to start work on June 22 and expect to have it completed by July 14. He has emailed Margaret Watkins to let her know they have accepted a bid proposal for the work. He asked Line Comeau to forward her a copy of the proposed schedule.

#### Personnel Plan Amendment

**Dave Nault** said that the proposed amendment to the personnel plan regarding a travel allowance payable to employees of the transfer station has been updated to include a tier for 40+ hours worked per week.

- The BoS signed off on the personnel plan amendment as voted on at the meeting on May 14<sup>th</sup> 2020.

### TOWN BUSINESS

#### Mailbox Items

**Dave Nault** shared the following correspondence received since the last meeting:

- Planning Board update:

- Botnick property update: a curb was installed along the property. Road Agent Jeff Crosby and Building Inspector Mike Cumings have looked at it. Mr. Cumings recommends that the project to be closed out and a Certificate of Use issued to the Botnick's. **Mike Kaminski** noted that Mr. Botnick has worked very hard throughout this matter to remain in compliance with town regulations.
- The BoS was in consensus to approve the issuance of a Certificate of Use for the Botnick property.
- A complaint regarding multiple unregistered vehicles at a property on Tenney Hill Road is a work in progress. The vehicles are being registered or removed.
- Solar Panels: some issues regarding curbing and barriers at the solar panel site. Woody Bowne is addressing the issues with the Energy Committee and Granite State Solar.
- Gorham Pond Road septic system issues that are being addressed.
- COVID-19 updates: Stay at home order extended to June 15<sup>th</sup>.
- The Welfare Director reported that they have a couple of new applications for assistance.
- Transfer Station Update:
  - More arguments are occurring at the transfer station regarding the altered procedures (residents are yelling at employees). The PD will be assuming more of a presence at the transfer station during their higher volume hours for the time being.
  - Lost revenue from demo recycling stands at \$6,038. **Dave Nault** said that lost revenue is not something they can recoup through COVID-19 relief, but any increase in tonnage going into regular trash can be claimed because it is an increased cost they had not planned on in their budget.
  - The Bow Recycling Center suffered damage from a fire on Sunday night. They are still up and running, but the loss of some of their equipment has slowed operations.
  - Discussion occurred on the best way to phase in a return to normal operations at the transfer station. **Woody Bowne** would feel comfortable bringing things back in phases. **Dave Nault** said he would be comfortable with bringing back paper first but would like to hold off on other items a little longer.
  - Discussion occurred on the purchase of a lift gate for the new truck with the proceeds from the sale of the old truck.  
»**Board was in consensus to allow Woody to use the proceeds from the sale of the old Transfer Station truck by following the Bid Policy and obtaining the necessary quotes for the purchase.**
  - **Woody Bowne** asked the BoS how things were looking in terms of their budget. **Dave Nault** advised Mr. Bowne to go ahead and begin scheduling necessary

maintenance items. **Mike Kaminski** agreed, telling him to do what he needs to do to remain operational.

- **Mike Kaminski** asked what the demand is as far as what the residents are requesting. **Mr. Bowne** said people are looking to get rid of waste oil, plastics, paper, bulk items, etc.
- Woody was given a copy of the Concord Solid Waste report to review.

#### Bullying Policy

In light of the issues occurring at the transfer station (employees being yelled at/harassed by irate residents), they need to revisit their bullying policy. The current policy really only pertains to bullying that takes place in the workplace between coworkers, not from members of the general public. They will be taking a closer look at this issue when they revise their personnel plan and they are working with Police Chief Sklut to determine what remedies or policies they may be able to apply.

#### PUBLIC COMMENT

**Lee Martel** noted that the owner of the property with the multiple vehicles is making efforts and progress in cleaning things up.

**Woody Bowne** noted that some leaves have built up around the air conditioning unit and around the fire station that need to be cleared out.

#### BOARD MEMBER ISSUES

**Mike Kaminski** gave kudos to Sgt. Chris Remillard in his handling of a noise complaint. He took the matter very seriously, researched it thoroughly and provided feedback to the resident. **Mike Kaminski** also shared that the Energy Committee held an online meeting. The malfunctioning solar panels that were noted at a previous meeting have already been replaced.

**Line Comeau** noted that she was able to reach a solar power representative at Eversource and has had the outstanding credit applied to their current bills, and also requested that they merge all of their accounts onto one bill.

**Mike Kaminski** is looking forward to seeing where they stand on this project in a year.

**Bob Martel** is trying to get an estimate of the work needed on the crumbling concrete steps at the town hall.

**Dave Nault** said that he and Jeff Crosby went out to a property on Tenney Hill Road after a recent storm to view the damage that occurs during every storm causing an overflow that washes **a lot of dirt and sediment onto Lee Martel's property.** We also went up the road to the powerlines where water runs down from the power lines (NationalGrid's property) into the brook. This is a recurring issue that NationalGrid has addressed and fixed in the past. One of the NationalGrid representatives happened to be out there working that day. After **we** explained the situation and mentioned that NationalGrid has made these repairs in the past, the representative was willing to see what he could do to assist in the matter. Jeff Crosby is reviewing a couple of options that may help alleviate the problem in terms of regrading the road.

**Line Comeau** stated that the first submittal for COVID-19 reimbursement totaled \$2,478.83.

The BoS closed the public session at 7:56 p.m.

**Motion:** by Mike Kaminski, seconded by Bob Martel to enter into nonpublic session in accordance with RSA 91-A:3 II (a) at the request of the Town Administrator at 7:56pm.

By roll-call vote:

**Kaminski-yes. Nault-yes. Martel-yes.**

**The BoS reentered public session at 8:10pm.**

**Motion:** by David Nault, seconded by Michael Kaminski to establish a new position of an Administrative Assistant on the wage scale with the rate of pay starting at \$21.00 for step III with a decrease of five percent for the two lower steps. **Vote: (3-0)**

**Motion:** by David Nault, seconded by Michael Kaminski to reclassify Jo-Marie Denoncourt as Administrative Assistant at the step III rate of \$21.00.

**Discussion:** Bob Martel stated that because we have recently addressed a similar situation within another department recommended it become effective as of April 1<sup>st</sup>, 2020. **Vote: (3-0)**

#### ADJOURNMENT

**Motion:** by Mike Kaminski, seconded by Bob Martel to adjourn the meeting.

Meeting adjourned at **8:15p.m.**

Respectfully Submitted,

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Jennifer King, Recording Secretary

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Dave Nault, Chair

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Mike Kaminski, Selectman

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Bob Martel, Selectman