

**Dunbarton Board of Selectmen
Meeting Minutes
August 20, 2020**

A meeting of the Dunbarton Board of Selectmen (BoS) was held on Thursday, August 20, 2020 at the Dunbarton Town Offices.

Board members present:

Dave Nault, Chair
Mike Kaminski, Selectman
Bob Martel, Selectman

Town Officials and others present:

Line Comeau, Town Administrator
Don Larsen, Cemetery Committee
Randy Bower, Trustee of the Trust Funds
John Casey, Trustee of the Trust Funds
Members of the Garden Club
Members of the School Board

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).

Dave Nault called the meeting to order at 7:00 p.m.

OLD BUSINESS

Approve Minutes

Motion: by Mike Kaminski, seconded by Dave Nault to approve the regular meeting minutes of July 23, 2020 as amended.

Discussion: none.

Vote: (2-0-1 Martel abstained).

PUBLIC COMMENT

None.

AGENDA ITEMS

Trustee of the Trust Funds

Randy Bower and John Casey requested that they make Line Comeau an alternate to the Trustees of the Trust Funds. **Dave Nault** asked Line Comeau if there would be a conflict of interest because of her position as Town Administrator. **Line Comeau** stated that she has checked in with NHMA and they told her there was not. She is working on getting the documentation stating that. The BoS decided to table the matter until their next meeting so that they can review the response from NHMA.

Timber Cut Project at Dunbarton Elementary School

During the course of the approved timber cut project, there were 5 additional trees along the right side of the driveway that hadn't been mentioned.

It was explained that during the course of their plans for clearing an area for an expanded gardening plot for the kids, they flagged the trees for removal. By the time the cutters arrived, flags had been placed on a much larger area than anticipated. The trees on the other side of the parking lot had been discussed. They thought that it would be a good idea to take away three of them so that they wouldn't fall into the school parking lot. The logger had been told that the area behind the trees was land belonging to the school district. The logger cut the trees, then removed them with a skidder, leaving a large area where the vegetation is disturbed. That area is actually Mr. McKeen's land, whose property neighbors the school. The School District will work with Mr. McKeen to restore his property. The Garden Club is working with the School District to restore the area where the additional trees were removed. Jeff Crosby will also be stepping in to help look at a water runoff/drainage issue that is occurring between the two properties, causing erosion on Mr. McKeen's property.

Dave Nault said that he spoke with the McKeen's and they are just looking to have some agreements in place regarding access to their property before cleanup or restoration takes place. Dave Nault recommends that they delineate the property line more clearly. It would help Jeff Crosby better fix the water drainage issue.

Mike Kaminski suggested that the logger's insurance may cover some of the damage. There had been some talk on social media that the school principal approved the additional cutting. That is false, the principal didn't know what they were doing until he had gone out with the police chief to discuss traffic control.

Cemetery Maintenance Update

Don Larsen shared with the BoS that 4 of the 5 benches at the cremains garden has been sold. They have sold about 42% of the plots so far.

The road pack has been completed at the center cemetery. They went as far back as their trucks would allow. That project came in under budget.

Bob Martel how their budget was looking at this point in the year. Don Larsen said a lot of their project has been funded with raffles. He will be working with Line Comeau over the next week to review the budget.

Don Larsen said that they were still planning to have an unmanned booth set up at the coming election. The BoS explained that they have not decided at this point if they want to have booths set up at either election. They do not have a wish to have an area where people may congregate. They plan to have some further discussion with the Town Moderator regarding the matter and will keep him apprised. **Don Larsen** said that he is willing to be flexible and have a display ready for either outside or inside. He can also simply have flyers or handouts for people to take away with them.

Don Larsen said that Wreaths Across Dunbarton will be purchasing extra wreaths to decorate the fences surrounding the cemeteries.

Don Larsen said that he has a weed control company coming in to spray the perimeter of the cemetery outside of the town office. The BoS requested that they formally notify all abutters prior to the treatment, including employees at the town office.

Addendum to COVID-19 Illness Policy for Town Employees

The BoS reviewed information relating to state policies regarding travel during the COVID-19 crisis given to them by Sgt. Chris Remillard.

Motion: by Dave Nault, seconded by Mike Kaminski to modify their COVID-19 town policy to include: If an employee returns from personal voluntary travel outside New England, they are required to self-quarantine for 14 days and use accrued paid time off, or take unpaid leave if no paid time off is available. Evidence of a recent negative COVID-19 test result may be submitted in lieu of the 14-day quarantine, and the employee may return to work. **Dave Nault** leaves the wording of this motion open for Line Comeau to include information or use different wording.

Discussion: none.

Vote: (3-0).

TOWN BUSINESS

Election Preparation Revisions

Dave Nault mentioned that Town Clerk Linda Landry made a request that the minutes of August 6, 2020 be rewritten to state that Inspectors of the Election were selected, instead of the term Election Observers. The minutes also stated a 1-year term, but the statute lists a term of 2-years.

Motion: by Dave Nault, seconded by Bob Martel to sign the paperwork to appoint Staz Szopa and Allison Vallieres as Inspectors of the Election.

Discussion: none.

Vote: (3-0)

The BoS signed the official appointment paperwork for Staz Szopa and Allison Vallieres to name them as Inspectors of the Election.

Request for Police Detail

Dunbarton Telephone needs a police detail on Gorham Pond Road to assist with traffic while they install fiber optic lines on Gorham Pond Road. They will need help for 3 half-days. They will waive the portion of that detail fee that would normally be charged. They will also be waiving administrative fees as well. During this time of COVID-19, all families need access to communication services. They will be able to have a majority of that cost reimbursed through a federal grant. **Mike Kaminski** expressed concern and cautioned against setting a precedent for future companies to come in and expect these same leniencies.

Leo Martel mentioned that these communications companies are gaining new customers as a result of this, so this is something they are profiting from. Further discussion regarding requesting that the telephone and cable companies contribute the 25% that the grant will not cover, as the town should not be responsible for those costs. Dave Nault said that he will follow up with the telephone company.

- *The BoS was in consensus to approve the request for police detail for the fiber-optic installation project.*

Dave Nault stated that a request was made to him by the Chair and Secretary of the Planning Board that they appoint Ron Slocum as an alternate to the planning board. He asked Line Comeau to let Linda Landry know so that she may prepare the paperwork for a vote at the next meeting.

Dave Nault attended the recent meeting of the Planning Board as a selectmen's rep. He reported that Ken Swayze stepped down as Chair, and Chuck Frost was voted in unanimously as his replacement, with George Holt as co-chair. Ken Swayze will remain on the board for the time being **as the Secretary**. The following items were addressed at this meeting:
Request for lot line adjustment accepted.
Request for 3-lot subdivision accepted.
Applicant with a conceptual design for a golf course.

David Nault stated that if the Board would like to view an example of a divided entrance, there was a recent development on Peaslee Road off of Bow Bog Road.

Discussion occurred at the meeting regarding a meeting request made by Mike Kaminski regarding Kelsea Road. This discussion resulted in a decision that stated that any conceptual design meeting should be held with the entire board present. Planning/Zoning/Building secretary Donna White will review all applications and decide if they meet the requirements for review by the Planning Board.

Mike Kaminski stated for the record that his meeting request was made at the suggestion of Ken Swayze, the outgoing Planning Board Chair. **Mike also stated that he** has since met with Donna White and **will make sure all Planning Board procedures are followed. Mike further stated that he** was unhappy with the recent actions and feels he **was** being jerked around by Planning Board.

Mailbox Items

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

- Town Clerk Linda Landry stated that they've received 218 absentee ballots for the primary election, and 225 for the general election. **Dave Nault** said that Rene Ouellet told him that postage relating the election could total around \$500 this year. **Mr. Nault** doesn't really feel that the amount of work required to write these grants is really worth it for such a small amount of money.
- Emails from Beth Beauregard regarding the timber cut at the school. **Mike Kaminski** suggested that any further correspondence on the matter be forwarded to the school board.
- FYI from Mary Girard regarding peeling paint on the fire escape at the library.
- Results of the recent revaluation resulted in an increase in property values of \$73,415,000. Leading to a decrease on the school side of \$0.71 and a decrease on the town side of \$0.99 decrease for a total decrease of \$1.70. The proposed new tax rate to date is \$25.51.

PUBLIC COMMENT

None.

BOARD MEMBER ISSUES

Mike Kaminski said that Dana Lavoie is the point of contact in dealing with all matters relating to the solar project. It had also been mentioned that they should use the cleared out area to start a new solar project behind the school, but Mr. Kaminski thinks that should be looked at some point a year or two in the future.

Bob Martel met with a contractor with someone regarding the crumbling steps at the library. They reviewed the work, and the contractor conceded that he does not have the equipment or experience with that kind of work but will recommend another contractor. Because it is a specialized sort of design, they may need to look at having two companies work together on it. **Michael Kaminski recommended that because we currently have money budgeted in this calendar year, it would be nice to get a bid together so we can encumber the funds to do the work next spring. The Board discussed how to handle the work and when to get a bid together.**

NON-PUBLIC SESSION

Motion: by Mike Kaminski to enter nonpublic session in accordance with 91-A:3 II (a) at the request of the Town Administrator.

By roll-call vote:

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

Board entered nonpublic session **at 8:44 p.m.**

Board reentered public session at 9:04 p.m. Dave Nault stated for the record, that the accounting department was short staffed again. The Board reached a consensus for the Town Administrator to go ahead and hire Kyla Hall at the Step III Certified Accounting position based on her degree and experience in accounting if she accepts the part time position and to allow the Town Administrator to work with the individual with flexible hours.

ADJOURNMENT

Motion: by **Michael Kaminski** by seconded by Bob Martel to adjourn the meeting.
Meeting adjourned at 9:10 p.m.

Respectfully Submitted,

Jennifer King, Recording Secretary

David Nault, Chair

Michael Kaminski, Selectman

Robert Martel, Selectman