

**Dunbarton Board of Selectmen
Meeting Minutes
November 12, 2020**

A meeting of the Dunbarton Board of Selectmen (BoS) was held on Thursday, November 12, 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
Dan Sklut, Chief of Police
Tom Cusano, Dunbarton Garden Club

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 Bob Martel to approve the regular meeting minutes of November 5, 2020 as amended.

Discussion: none.

Vote: (3-0).

PUBLIC COMMENT

Tom Cusano approached the BoS on behalf of the Garden Club regarding a possible alternative to the tree lighting ceremony that is normally held. Their idea is to expand the decorating of the town common to surrounding trees and fences. The lights used would be on timers and would shut off at 9 p.m. each night. Per some calculations he made, the total electric costs would be approximately \$50. They will not be decorating any of the buildings.

➤ *The BoS was in consensus to allow the Garden Club to proceed with their plan for holiday decorations on the town common.*

AGENDA ITEMS

2021 Welfare Department Budget Discussion

Dave Nault gave an overview of the proposed 2021 Welfare Department budget. Welfare Director Jeannie Zmigrodski did not make any changes to the budget for 2021 (she did

not attend out of caution due to COVID-19). **Dave Nault** noted that she has been working on holiday food baskets for local families, adding that Jo-Marie Denoncourt has been instrumental in assisting her with logistics and room for storage and assembly.

2021 Building Department Budget Discussion

Dave Nault gave an overview of the proposed 2021 Building Department budget. The only changes made to the budget was for potential salary increases.

2021 Planning and Zoning Department Budget Discussion

Dave Nault noted that the overall budget for this department has decreased. **Line Comeau** stated that Building/Planning/Zoning Department Secretary Donna White has been able to decrease the amount spent on postage by utilizing more of the capabilities of their postage machine. Line said that she will be increasing the postage line in her budget to accommodate that department, as it is difficult to track how much each department is using the postage machine.

Accept Donations

Motion: per Mike Kaminski, seconded by Bob Martel, to accept per RSA 31:95-b III (b) the amount of (\$1,764.86) from a donation to treat vegetation control at the KTFCA Town Forest Barn on Gorham Pond Road (approved to accept by KTFCA email).

Discussion: none.

Vote: (3-0).

Dave Nault thanks the Dunn family for their generous donation and help in keeping areas around town looking nice and preventing them from being overgrown with vegetation.

Motion: per Mike Kaminski, seconded by Bob Martel, to accept per RSA 31:95-b III (a) the amount of \$47,932.84 from CRF Municipal Aid (public hearing was held in May 2020 to accept application of the GOFERR Grant).

Discussion: The BoS thanks Line Comeau and office staff for their work in applying for this grant.

Vote: (3-0).

Highway Contractor Winter Maintenance On-Call Stipend Policy

Dave Nault reviewed the proposed policy to pay a stipend to their highway contractors for being on-call during the winter. Line Comeau noted that the rate proposed is the hourly rate that has paid to the contractors for the past 2 or 3 winters.

➤ *The BoS signed off on the policy.*

Holiday Hours for the Town Offices

After some discussion, the BoS was in consensus for the Town Office to close at 12 p.m. on Wednesday, Nov. 25th, Thursday, December 24th, and Thursday,

December 31st. Per the preference of the transfer station employees, the transfer station will remain open their regular hours on November 25th.

Marquee Use Policy

Mike Kaminski raised a concern regarding usage of the town marquee and suggested that they develop a policy that outlines what entities or individuals may advertise there. Line Comeau gave a brief overview of the history of the marquee, stating that it was a creation of the Recreation Committee, which is currently defunct.

- **The BoS was in consensus to create a policy to bring the marquee back under the control of the Town Administrator's office. Policy to be reviewed and voted upon at the next BoS meeting.**

Police Chief Dan Sklut suggested that if they are leaving the approval with the Town Administrator's office, then they should make sure the Town Administrator is provided with a framework of what is and is not allowed to base their decisions upon.

TOWN BUSINESS

Mailbox Items

Dave Nault reviewed the following items of correspondence received since the last meeting:

- Donna White attended the most recent meeting of the Transportation Advisory Committee. The group's recommendation was that Dunbarton's request for a traffic circle at the Page's Corner intersection be moved to priority #1. It is estimated to be a \$1.2 million+ project. Projected for 2023-2032. **Mike Kaminski** asked Chief Sklut to pass along kudos to Sgt. Chris Remillard for his hard work and dedication to this project.
- Town Moderator and Town Clerk election update: Absentee ballot totals: 610 ballots issued, 597 were cast. 3 were received on election day. They are retained with the other ballots but will not be included in the results. There will be a recount for Executive Council, District 5. There were a total of 68 volunteers that helped out on Election Day. Having all of those volunteers saved the town money.
- Transfer Station parking lot lighting. The BoS reviewed the quotes received on lighting for the parking lot at the transfer station.
 - **Motion:** by Dave Nault, seconded by Mike Kaminski, to choose the transfer station parking lot lighting option from High Priority Electric: a 150-watt light for \$545 with installation costs of \$675.
Discussion: none.
Vote: (3-0).
- Storage Trailer: **Dave Nault** said that Transfer Station Supervisor Woody Bowne provided some pricing for some storage trailer options that he found online. He found some used options priced at \$2,300 and \$3,520, and some new ones priced at \$4,300 and \$4,560. **Bob Martel** feels that it is better to go with a new option for something like this, since you don't know what was previously stored in a used one. **Chief Sklut** noted that he

just purchased a 20-foot storage container from Shipping Containers of New England for \$4,020 delivered.

- **Motion:** by Dave Nault, seconded by Bob Martel, to attempt to purchase a new 20' storage container from Shipping Containers of New England for \$4,020 delivered. He will ask Woody Bowne to assist with coordinating delivery.

Discussion: discussion took place regarding which budget line the money should come from for this.

Vote: (3-0).

- The Scouts are doing a food drive in Dunbarton on Saturday November 14th. This year they will be having a drop-off site at the town common.
- Donna White sent a request for clarification on the status of Kelsea Road. **Mike Kaminski** noted that they will be having a non-public meeting next week with their attorney to discuss the best way to proceed with this, as it may involve legal action. Because Dave Nault is an abutter, he will not be attending the non-public meeting.

PUBLIC COMMENT

None.

BOARD MEMBER ISSUES

Bob Martel asked Chief Sklut to thank Sgt. Chris Remillard for handling the issue of the placing the speed sign on Everett Dam Road. He feels it has helped to slow traffic down on that road. **Dave Nault** agrees that it is effective.

NON-PUBLIC SESSION

Motion: by Mike Kaminski, to enter into nonpublic session in accordance with RSA 91-A:3 II (c).

By roll-call vote: Nault-yes. Kaminski-yes. Martel-yes.

The BoS took a brief recess at 7:48 pm before entering into nonpublic session.

The BoS entered nonpublic session at 7:48pm

The BoS reentered public session at 8:04pm

The Board stated for the record that the Town received a letter of resignation from Sheryl Kehas-Comeau, due to personal reasons. The Board reached a consensus to pay her \$200 as a severance pay for her many years of service to the Town. The Board asked the Town Administrator to post the vacancy for the janitorial cleaning position within the town departments for a minimum of a week then to follow up with advertising it through the town website. The Board consensus was that the position will remain part time with flexible hours ranging between 9 to 15 hours per week.

ADJOURNMENT

Motion: by Michael Kaminski, seconded by Bob Martel to adjourn the meeting at 8:10pm.

Vote: 3-0

Respectfully Submitted,

Jennifer King, Recording Secretary

David Nault, Chair

Michael Kaminski, Selectman

Robert Martel, Selectman