

**Dunbarton Board of Selectmen
Meeting Minutes
October 15, 2020**

A meeting of the Dunbarton Board of Selectmen (BoS) was held on Thursday, October 15, 2020 at the Dunbarton Town Offices.

Board members present:

Mike Kaminski, Selectman

Bob Martel, Selectman

Dave Nault was not in attendance

Town Officials and others present:

Line Comeau, Town Administrator

Linda Landry, Town Clerk

Rene Ouellet, Town Moderator

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).

Mike Kaminski called the meeting to order at 7:01 p.m.

OLD BUSINESS

Approve Minutes

Motion: by Bob Martel, seconded by Mike Kaminski to approve the regular meeting minutes of October 1, 2020 as amended.

Discussion: none.

Vote: (2-0).

PUBLIC COMMENT

None.

AGENDA ITEMS

Election Discussion

Rene Ouellet told the BoS that he expects this election to be run just as the primary in September but on a larger scale. **Linda Landry** reported that they have sent out 465 absentee ballots and have received 283 back so far. They are receiving a lot back every day, whether by mail or in person. **Rene Ouellet** pointed out that the drawback to absentee voting is that there is not a lot of time to contact someone if their ballot is unable to be processed for whatever reason. They will be meeting at 12:30 p.m. until about 4 p.m. on November 2, 2020 to conduct absentee ballot preprocessing. **Line Comeau** will post the announcement. The regular official ballots came in last week. Linda Landry and Judy VanKalken counted them. They were folded in such

a way that some of the choices on the ballot would be visible when the voter casts their ballot. They refolded about 300 of them and will have the ballot clerks do the rest at the polls.

Rene Ouellet has been working on a schedule for election officials. He has had some very good luck with volunteers for this election. They will be down a couple of ballot clerks, but he expects that they will be fine. Election set up will occur at 4 p.m. on Nov. 2.

Rene Ouellet shared that there have been concerns among various moderators in the state regarding election observers and challengers. He stated that according to state law, in order to challenge someone's right to vote, someone needs to either be a registered voter of the town, or they need to be officially appointed by either party. It is expected that there will be democratic observers as well as democratic challengers at some polling places. It has also been rumored that there may be republican observers that are neither residents nor appointed. They are allowed to watch but are not to challenge voters interfere with the process in any way. **Mike Kaminski** stated that they also need to adhere to social distancing guidelines and will be asked to leave if they do not.

Mike Kaminski said that Line Comeau found a grant that would provide funding to cover Covid-19 related election expenses. Discussion occurred regarding using part of the room on the second floor on the best place to store election equipment and supplies.

Rene Ouellet laid out the expectation that turnout will be very busy.

Grant Signing

Center For Tech and Civil Life

Mike Kaminski signed off on behalf of the BoS on the grant from the Center for Tech and Civil Life that will help cover Covid-19 related election expenses.

Municipal Aid

Line Comeau said that there had been some confusion over a deposit they received from the state in the amount of \$20,810.27. She had initially posted an announcement for a public hearing regarding these funds, but it turns out that it was the second installment of a grant that they had already accepted **in 2019**. Although it did come in a little less than they expected, these funds have already been earmarked in the budget, so no public hearing is required.

Motion: by Mike Kaminski, seconded by Bob Martel to accept funds for municipal aid from the State of NH in the amount of \$20,810.27 as was already expected in their budget.

Discussion: nothing further.

Vote: (2-0).

MS-535 Signing

Line Comeau has had an audit for 2019. The financial reporting has been completed and submitted to the state. This signing acknowledges this audit. Unassigned funds balance is up from the prior year's audit.

➤ *The BoS signed the MS-535.*

HealthTrust Surplus

Motion: by Mike Kaminski, seconded by Bob Martel to accept per RSA 31:95-B III(b) the surplus from HealthTrust in the amount of \$4,475.54 to go toward the budget for next year (as had been agreed upon at a prior BoS meeting).

Discussion: none.

Vote: (2-0).

Line Comeau asked the BoS to clarify that they would like this money deposited into the general fund with no further specific action required. The BoS confirmed this is correct.

TOWN BUSINESS

Mailbox Items

Mike Kaminski shared the following mailbox items received since the last meeting:

- Notice from HealthTrust that costs are going up approximately 6.4%. **Line Comeau** said that HealthTrust has mailed their plans for next year and each selectman has a copy. Discussion occurred regarding whether they need to have a meeting with HealthTrust. The BoS will take the time to review the packets. This discussion is tabled until a future meeting.
- Tamera Bowne pay step increase. Tamera is an on-call person at the transfer station as well as a volunteer firefighter. She is very helpful and able to step in as needed on an emergency backup basis. She recently attended a NRRM meeting in Woody Bowne's place. It was noted that she is Woody's spouse and that **Bob Martel** would like to receive some feedback from her regarding what transpired at the meeting.
 - The BoS signed off on the step increase for Tamera Bowne.
- A Covid-19 test of a town employee that had traveled outside of the New England area has come back with a negative result.
- Potential safety concern at the intersection of Everett Road and Rt. 13 where some cars parked on a property are blocking the line of sight for vehicles moving through the intersection. **Mike Kaminski** is unsure of the town's jurisdiction over this. **Bob Martel** suggested that they ask the PD if they could possibly talk to the owners and ask if they would mind moving the cars a little further back from the road as a courtesy.
- Police Department update/activity log from Sgt. Chris Remillard.
- Zoning Board public notice for a variance request. **Line Comeau** said that the information will be forwarded to members of the Town Forest Committee to see if they want to send a representative.
- Mike Kaminski noted that the newsletter regarding Trick or Treating has generated some comments on social media, but it has mostly been positive. Line

Comeau noted that WMUR had some incorrect information regarding the date and time for trick or treating, but that has been corrected.

- Memo from Line Comeau regarding the final reporting period for Covid-19 funding. She noted that there have been some modifications made to this final reporting period to include health and safety payroll expenses. She is in the process of preparing the supporting documentation.

PUBLIC COMMENT

None.

BOARD MEMBER ISSUES

Mike Kaminski mentioned that they should look into reviving the Capital Improvements Committee, which was created by a warrant article in 2015. He would like to talk about it as a future BoS meeting. Line Comeau noted that Donna White has experience in this and is looking forward to being involved. It was noted that they need to look into the specifics of the warrant article and the wording regarding the committee to see whether or not it was intended to last beyond one year.

ADJOURNMENT

Motion: by Bob Martel and Mike Kaminski to adjourn the meeting.
Meeting adjourned at 7:45 p.m.

Respectfully Submitted,

Jennifer King, Recording Secretary

David Nault, Chair

Michael Kaminski, Selectman

Robert Martel, Selectman