

**Dunbarton Board of Selectmen  
Meeting Minutes  
February 6, 2020**

A meeting of the Dunbarton Board of Selectmen (BoS) was held on Thursday, February 6, 2020 at the Dunbarton Town Offices.

**Board members present:**

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

**Town Officials and others present:**

Line Comeau, Town Administrator  
Linda Landry, Town Clerk  
Patrick “Woody” Bowne, Transfer Station Supervisor  
Police Chief Dan Sklut  
Sergeant Chris Remillard  
Jon Wiggin, Fire Chief  
Deb Trottier, School Board Chair  
Rene Ouellet, Town Moderator

**Members of the public present**

Brian Pike  
Fred Mullen

Recording Secretary Jennifer King will transcribe the minutes from the recording.

Leo Martel was present to record 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 7:00 p.m.

**OLD BUSINESS**

**Approve Minutes**

**Motion:** by Bob Martel, seconded by Dave Nault, to approve the regular meeting minutes of January 30, 2020 (7:00 p.m.) as amended.

**Discussion:** none.

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

**Motion:** by Dave Nault, seconded by Bob Martel, to approve the nonpublic meeting minutes of January 30, 2020 (8:59 p.m.) as written.

**Discussion:** none.

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

**Motion:** by Bob Martel, seconded by Dave Nault, to approve the nonpublic meeting minutes of January 30, 2020 (9:21 p.m.) as written.

**Discussion:** none.

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

#### PUBLIC COMMENT

**Police Chief Sklut** told the BoS that they are having problems with their base radio unit at the police department. They have determined that there is not a problem with the radio, but possibly the antenna, which could end up being a rather costly repair. They are working on obtaining quotes.

#### AGENDA ITEMS

##### Accept Donation

**Motion:** by Dave Nault, seconded by Bob Martel, to accept per RSA 31:95-b III (b) a donation from fundraising in the amount of (\$10) for Wreaths Across Dunbarton.

**Discussion:** none.

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

#### TOWN BUSINESS

##### Mailbox Items

**Mike Kaminski** shared the following items of correspondence received over the past week:

- Transfer Station update.
- Update from Building Inspector Mike Cumings regarding the solar panel project: they have a few small things to complete but they are about 99% ready to go very soon.
- The town received a notice of subdivision as an abutter to a property that is currently being subdivided.
- There is an issue at the transfer station pertaining to the fence replacement around the top of the dumpster. The gate needs to be replaced as well because it will not close properly without restricting access to the dumpster. They need to come up with an option that will allow them access to both sides of the dumpster without having the gate swing outward. Woody Bowne and Dave Nault worked with Justin Nault (who they contracted with on the fence project on the problem. Justin came up with a quote for a rolling gate of (\$5,000).

**Motion:** by Mike Kaminski, seconded by Bob Martel to increase the contract with Justin Nault for gate replacement at the transfer station by an additional \$5,000 (funds to come from their maintenance line).

**Discussion:** Mike Kaminski feels that this is a necessary expense, and that there is no getting around the cost of it.

**Vote: (2-0-1) (Dave Nault abstained).**

- Mike Kaminski thanked the Town Clerk for verifying signatures on the petitioned warrant article. Linda Landry gives that thanks to the Supervisors of the Checklist.
- Minutes from the Concord Solid Waste Recovery Association.
- The front gate at the transfer station has been repaired. Mike thanked Woody for his work on making sure it was completed.
- Received a quote for the repair of the slab under the trash box. Will review at a future meeting.
- Woody is applying for a grant for the backhoe he would like to purchase.
- Application for the Dept of Administrative Services Surplus Distribution. **Line Comeau** explained that it is an application they need to fill out order for any town official to enter the surplus shop through the state. It was brought to her attention by one of their firefighters that is looking to find a fireproof box/safe for the fire department to store materials.

## PUBLIC HEARING

Mike Kaminski called the public hearing to order at 7:15 p.m. to review the 2020 Municipal Budget and Warrant.

**Mike Kaminski** explained that their department heads strove to keep level budget for this year. Discussed 3% wage increase for the town employees. This year's budget is an increase of 4.46%. They ended the year with \$338,088 of additional funds. They decided to apply \$111,362 to the budget to lower the tax impact. They then decided to apply excess revenue to the warrants as well.

**Brian Pike** noted that their decision on how to handle the warrants appears to be a reversal of how **this Board has** decided to handle things **from previous Boards** when they applied the excess funds to the general budget and let the warrants stand on their own. **Dave Nault** said that they did discuss this and they wanted to show the tax impact to the voters at the meeting, and also show that they voted to apply the surplus to those items. They had the option of doing it at town meeting or doing it October when they apply part of the general budget. They decided they would rather do it at the beginning.

**Mike Kaminski** discussed the changes to the budget:

- Creation of capital reserve fund for police vehicles.
- Expenses
- Overall decrease in office staff despite the 3% wage increase.
  - Increase in the Town Clerk's office for elections.
  - Decrease in Assessor's office.
  - Increase in legal due to lawsuit with Eversource.
  - Increase in personnel from the hiring of a full-time employee.
  - No major changes in planning/zoning.

- Very small increase in Town Buildings. They have a lot of building maintenance issues to address.  
**Jon Wiggin** asked about the impact of the solar panels. The BoS explained that for the first 4 years, they will be paying for the panels. The savings for those years will be relatively fixed, but they will see increased savings beyond those 4 years.
- Increase in insurance.
- Increase in the Police Department includes the wage increase and increases in the cost of doing business.
- Increase in the Fire Department mainly stems from increases in the costs of struggling to maintain a volunteer fire department as well as an ambulance service particularly during the day. They are looking at more changes in future years.
- Building department was essentially flat, aside from the wage increase.
- Highway department was also relatively flat. They encumbered funds from last year in order to secure a better rate on paving materials.
- Increases in Solid Waste Disposal include the wage increase, recycling costs.
- Welfare Department budget remained flat aside from the wage increase.
- Major decrease to parks and recreation as it has essentially become a dead department. **Brian Pike** asked about the basketball and softball programs and what would happen to those. **Bob Martel** explained that those programs are typically self-funded. They have reached out to the person that handles the basketball program but have not heard back. They did leave \$200 in the account.  
**Linda Landry** asked if the Recreation Committee is dissolving.  
**Mike Kaminski** said at this time it is not, they simply have no one to volunteer.
- Decrease in library. **Mike Kaminski** noted that they returned to the BoS a second time with a revised budget that was lower than their initial request, as they found some funds they weren't aware they had.

Revenues:

- Land use was budgeted conservatively, as they didn't receive as much as they estimated last year.
- Yield taxes were kept the same
- Other taxes were moved elsewhere in the budget
- Penalties and Interest on Taxes: they collected more than budgeted last year, but it is an unknown because if people pay on time, they won't collect as much on this line. This line was decreased.

- License Permits and Fees: they increased this line.
- Revenue from other governments: they have received funds from the state and they are expecting the second payment this year.
- Income from other departments: kept the same.
- Sale of Town Property: not expecting to receive much for this line.
- Interest on Investments: increased based on last year's earnings.
- Rents: no change

The town collected a total of \$1,284,270 in 2019, an excess of \$155,157. They budgeted an increase of \$21,000 for 2020. They tried to remain conservative as their revenue streams vary from year to year.

Mike Kaminski reviewed the proposed warrant articles for 2020:

1-6: Planning Board

7. 2020 Town budget, as just reviewed.
8. *To see if the town will vote to raise and appropriate the sum of (\$14,000) to be added to the Revaluation Capital Reserve Fund previously established for this purpose and as summarized in the Capital Improvement Plan. This sum to come from the unassigned fund surplus.*  
Estimated 2020 tax rate impact: \$ .00 (\$ .04 from surplus)
9. *To see if the town will vote to raise and appropriate the sum of up to (\$50,000) for the purpose of a statistical property revaluation and to authorize the withdrawal of said funds to come from Revaluation Capital Reserve Fund created for this purpose. No amount to come from taxes.*  
Estimated 2020 tax rate impact: \$ .00
10. *To see if the town will vote to raise and appropriate the sum of twenty thousand dollars (\$20,000) for the purpose of purchasing new computer equipment and installation. This article will be non-lapsing per RSA 32:7 and will not lapse until the town computer equipment has been installed and completed or December 31, 2025, whichever comes first. This sum to come from the unassigned fund surplus.*  
Estimated 2020 tax rate impact: \$ .00 (\$ .06 from surplus)
11. *To see if the town will vote to raise and appropriate the sum of up to (\$15,000) for the purpose of purchasing a used backhoe and to authorize the withdrawal of said funds to come from the Transfer Station vehicle or equipment Capital Reserve Fund created for this purpose. No amount to come from taxes.*

**Mike Kaminski** explained that they are seeking a backhoe to use at the transfer station. It would allow them to compact the trash in the dumpster, allowing them to hold more material, resulting in fewer hauls by their truck, thus saving on transportation costs.

Estimated 2020 tax rate impact: \$ .00

12. *To see if the town will vote to raise and appropriate the sum of (\$40,000) to be added to the Fire Department Emergency Vehicle Capital Reserve Fund previously established and as summarized in the Capital Improvement Plan. This sum to come from the unassigned fund surplus.*

Estimated 2020 tax rate impact: \$ .00 (\$.13 from surplus)

13. *To see if the town will vote to raise and appropriate the sum of up to (\$53,000) to purchase a new police cruiser with equipment and installation of equipment and to fund this appropriation by withdrawing (\$40,000) from the Police Special Detail Revolving Fund with the remaining (\$13,000) to come from the unassigned fund surplus.*

Estimated 2020 tax rate impact: \$ .00 (\$.04 from surplus)

14. *To see if the town will vote establish a new Police Vehicle & equipment Capital Reserve Fund and to raise and appropriate the sum of (\$1,000) to be added to the Police Vehicle & equipment Capital Reserve Fund as summarized in the Capital Improvement Plan. This sum to come from the unassigned fund surplus.*

*Brian Pike asked why they wouldn't just modify the Special Police Detail Revolving fund. Line Comeau explained that that fund was set up as a special account to be held by the Treasurer. The Capital Reserve account needs to be held by the Trustee of the Trust Funds. They are two different types of funds. The special fund can only be expended by a vote at Town Meeting. But where a Capital Reserve fund gets deposited into once a year, the special fund can receive multiple deposits throughout the year.*

Estimated 2020 tax rate impact: \$ .00 (\$.00 no impact)

15. *To see if the town will vote to raise and appropriate the sum of (\$10,000) to be added to the Highway Vehicle Capital Reserve Fund previously established for this purpose and as summarized in the Capital Improvement Plan. This sum to come from the unassigned fund surplus.*

Estimated 2020 tax rate impact: \$ .00 (\$.03 from surplus)

16. *To see if the town will vote to raise and appropriate the sum of (\$100,000) for additional costs associated with paving. This sum to come from the unassigned fund surplus.*

Estimated 2020 tax rate impact: \$ .00 (\$.32 from surplus)

Jeff Crosby, backup Dave Nault

17. *To see if the town will vote to raise and appropriate the sum of (\$2,250) for the milfoil control at Gorham Pond and to authorize the selectmen to accept a grant from the State of New Hampshire DES in the amount of (\$900), known as the Variable Milfoil Control Grant, and to withdraw (\$155 in donations), from unassigned fund balance and to ~~withdraw (\$1,195) from~~ the Invasive Plant Species ~~Capital Reserve Fund~~ established for this purpose. No amount to come from taxes.*

Estimated 2020 tax rate impact: \$ .00

Discussion occurred on the best way to present the warrants, especially as they pertain to the various capital reserve funds. Rene Ouellet wondered if they might be able to see what the current balances of those funds are. Line Comeau said that they are listed in the town report, but they can provide him with a sheet of corresponding page numbers he can use as the move down the list at Town Meeting.

18. *To see if the town will vote to authorize the Selectmen to appoint a town Welfare Director in accordance with RSA 41:2, rather than electing a Welfare Director. This position would follow the guidelines of the Dunbarton Personnel Plan and be governed by the Selectmen.*

Discussion occurred regarding the proper procedure and history regarding this position. Rene Ouellet does not feel that this can be placed on the on the warrant, and thinks that it needs to be on the ballot.

Estimated 2020 tax rate impact: \$ .00

19. *To see if the Town will vote, as authorized by RSA 261:157-a, II to adopt an ordinance waiving the fee to be charged for a permit to register one motor vehicle owned by any person who was awarded the Purple Heart medal and who was honorably discharged or is still on active duty, provided that such person has furnished the City or Town Clerk with satisfactory proof of these circumstances.*

Estimated 2020 tax rate impact: \$ .00

20. *To see if the Town will vote, as authorized by RSA 261:157-a, III to adopt an ordinance waiving the fee to be charged for a permit to register one motor vehicle owned by any person who survived Pearl Harbor and was honorably discharged, provided that such person has furnished the City or Town Clerk with satisfactory proof of these circumstances.*

Estimated 2020 tax rate impact: \$ .00

21. *New Hampshire Resolution for Fair Redistricting. (By Petition)*

*By petition of 25 or more eligible voters of the town of Dunbarton to see if the town will urge that the New Hampshire General Court, which is obligated to redraw the maps of political districts within the state following the 2020 census, will do so in a manner that ensures fair and effective representation of the New Hampshire voters. That in order to fulfill this obligation the New Hampshire General Court shall appoint an independent redistricting commission that draws the new district maps in a way that does not rely on partisan data such as election results or party registration or favor particular political parties or candidates.*

*The record of the vote approving this article shall be transmitted by written notice from the selectmen to the town of Dunbarton's state legislators and to the Governor of New Hampshire informing them of the instructions from their constituents within 30 days of the vote. (Advisory only)*

22. *To hear the reports of agents, auditors, committees and other officers heretofore chosen and pass any vote relating thereto.*

23. *To transact any other business that may legally come before this meeting.*

Mike Kaminski closed the public hearing at 8:26 p.m.

#### PUBLIC COMMENT

**Mike Kaminski** told Rene Ouellet that they have two people schedule to come and assist with election set up on Monday.

**Rene Ouellet** said that a teacher from Bow Memorial School requested to set up a table. This would be for a 'service club' that contains students from Dunbarton. They would like to hold a bake sale, with proceeds going to benefit 4 different charities.

**Rene Ouellet** and Linda Landry shared concerns that they are short 2 ballot clerks for the day. They are looking at needing to use election officials to fill in throughout the day. Discussion occurred regarding how to find some more ballot counters. They are ideally looking for republicans because the majority of the 10 they have signed up are democrats, and they like to have it as balanced as possible.



**Leo Martel** asked if they had heard back from the roofing contractor regarding the safety complex. Line said that she sent a second email, but that he may have reached out to Jon Wiggin instead. Leo said that the contractor would like to try and make it right, he just isn't sure.

**Brian Pike** asked how they could extend a contract from last fiscal year. He pointed out that they need to wait until March to do that. Mike Kaminski thanked Mr. Pike for that detail.

#### TOWN BUSINESS, CONT'D.

##### Budget and Warrant Article Vote

The BoS voted on the proposed 2020 budget and warrant as follows:

#7: Recommended by the Board of Selectmen (3-0).

#8: Recommended by the Board of Selectmen (3-0).

To be presented by Mary LeValley, Bob Martel as backup.

#9: Recommended by the Board of Selectmen (3-0).

To be presented by Mary LeValley, Bob Martel as backup.

#10: Recommended by the Board of Selectmen (3-0).

To be presented by Mike Kaminski, Line Comeau as backup (with permission).

#11: Recommended by the Board of Selectmen (3-0).

To be presented by Woody Bowne, Dave Nault as backup.

#12: Recommended by the Board of Selectmen (3-0).

To be presented by Jon Wiggin, Bob Martel as backup.

#13: Recommended by the Board of Selectmen (3-0).

To be presented by Chris Remillard (with permission), Dave Nault as backup.

#14: Recommended by the Board of Selectmen (3-0).

To be presented by Chris Remillard (with permission), Dave Nault as backup.

#15: Recommended by the Board of Selectmen (3-0).

To be presented by Jeff Crosby, Dave Nault as backup.

#16: Recommended by the Board of Selectmen (3-0).

To be presented by Jeff Crosby, Dave Nault as backup.

#17: Recommended by the Board of Selectmen (3-0).

To be presented by Bob Leonard, Mike Kaminski as backup.

#18: Recommended by the Board of Selectmen (3-0).

To be presented by Mike Kaminski.

#19: Recommended by the Board of Selectmen (3-0).

To be presented by Bob Martel, Mike Kaminski as backup

#20: Recommended by the Board of Selectmen (3-0).

To be presented by Bob Martel, Mike Kaminski as backup.

#21: Recommended by the Board of Selectmen (3-0).

To be presented by TBD, Mike Kaminski as backup.

#### BOARD MEMBER ISSUES

Brief discussion occurred regarding collection of information regarding the number of resident military veterans. Discussion to be continued in a future meeting.

NONPUBLIC SESSION

**Motion:** by Mike Kaminski, seconded by Dave Nault to enter into nonpublic session in accordance with RSA 91-A:3 II (e) at the request of the Police Chief.

**By roll-call vote:**

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

The BoS entered nonpublic session at 8:56 p.m.

The BoS reentered public session at 9:14 p.m.

ADJOURNMENT

**Motion:** by Dave Nault, seconded by Bob Martel, to adjourn the meeting.

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

The BoS adjourned at 9:15 p.m.

Respectfully Submitted,

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Jennifer King, Recording Secretary

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Mike Kaminski, Chair

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Dave Nault, Selectman

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Bob Martel, Selectman