

**Se Dunbarton Board of Selectmen
Meeting Minutes
December 10, 2020**

A meeting of the Dunbarton Board of Selectmen (BoS) was held on Thursday, December 10, 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
Clem Madden, School Board Chair
Patrick “Woody” Bowne, Transfer Station Supervisor
Linda Landry, Town Clerk

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 19, 2020 as amended.

Discussion: none.

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

Motion: by Mike Kaminski, seconded by Bob Martel to approve the nonpublic meeting minutes of November 19, 2020 as written.

Discussion: none.

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

PUBLIC COMMENT

None.

AGENDA ITEMS

Maintenance of School Grounds

There is currently an agreement in place regarding property maintenance of school grounds. It states that the town is responsible for exterior property and grounds maintenance while the school is responsible for the inside of the building. The School Board does not feel that the property maintenance contractor used by the town is adequately maintaining the school grounds in a consistent or timely manner and they are seeking to pursue their own sources for grounds maintenance. The BoS is concerned that

the taxpayers will essentially be paying for something twice should the School Board enter into their own maintenance contract.

The School Board is willing to work with the town to find a new contractor that will be able to do the job for both entities adequately. They will be able to get a more competitive bid if they go in together. The School Board has drawn up their specifications for what they need to have done and are ready to move forward into the bidding process. They have a placeholder built into their budget. The BoS will look at their current contract to determine when it ends and move forward on their end of things so that they can enter the bidding process together.

Accept Donation

Motion: by Mike Kaminski, seconded by Bob Martel, to accept per RSA 31:95-b III (b) a donation of 15 (\$25.00) gift cards (total of \$375.00) from a Dunbarton property owner to be used at the discretion of the Welfare Director, in support of needy Dunbarton residents.

Discussion: Mike Kaminski asked that they amend the motion to add the phrase “in support of needy Dunbarton residents.” Bob Martel seconded the amended motion.

Vote: (3-0).

Motion: by Mike Kaminski, seconded by Bob Martel, to accept per RSA 31:95-b III (b) a donation of (\$530.00) from fundraising for Wreaths Across Dunbarton.

Discussion: None.

Vote: (3-0).

Review of Proposed Transfer Station Budget

Transfer Station Supervisor Woody Bowne reviewed his proposed budget, noting an overall increase of 2.6% (\$7,227). Contributing factors to this increase primarily include contractual increases for both trash and demolition disposal, the 1% salary increase, as well as the travel allowance. Other increases included safety supplies/equipment (cut-proof gloves, etc.). **Mr. Bowne** also suggested they look at increasing what they offer for a safety shoe/work boot allowance, as the prices for those are increasing.

Salary Increase Request

The BoS reviewed a request received from the Treasurer to increase the annual salary in 2021 for that position from \$7,198 (including the 1% increase) to \$10,000. **Dave Nault** noted that they denied this request last year without a lot of discussion on it. The BoS reviewed data provided by Line Comeau showing current salaries of treasurers in comparable towns within the state.

Dave Nault supports a \$1,000 increase to bring the annual total to \$8,198. He feels that because of the length of time she has been in the position and the fact they have not increased it in the past 4 years, it is worth revisiting the request.

Mike Kaminski does not support an increase. He feels they are already among the towns that offer one of the largest salaries on this list. He would like to table this discussion. He doesn't feel that it is fair to other elected officials increase this position by 14%.

Bob Martel feels it's better to set the rate at the time of election, rather than in the middle of a term. He supports a \$1,000 this time, but in the future, the adjustment can be made at the time of election. He suggests bringing the annual total up to \$8,000. Mike Kaminski is a bit more amenable to that suggestion, but still does not feel that it is fair.

Motion: by Dave Nault, seconded by Bob Martel, to increase the salary of the treasurer to \$8,000, subject to approval at Town Meeting.

Discussion: **Mike Kaminski** asked how many hours the treasurer puts in per week. **Line Comeau** stated that she does not put in regular hours but needs to be available on short notice to approve transfers and other bank transactions. **Mike Kaminski** requested that they table the vote until the next meeting so they can get a better idea of the amount of time required of this position.

➤ *The BoS were in consensus to table this vote until the next meeting.*

COVID-19 Update

As of 12/10/2020 Fire Chief Jon Wiggin has reported a total of 22 active cases of COVID-19 with an overall total of 61. As a result, Town Clerk Linda Landry has requested that they again restrict town business to 'by appointment only' through the holidays, as it appears this local spike occurred following Thanksgiving. **Ms. Landry** feels that they have handled this successfully in the past, so they already have a procedure to follow.

Discussion occurred on how town business would be handled should a department be hit with positive cases of the virus.

Dave Nault suggested that the BoS return to meeting every other week after the holidays or switch to having Zoom meetings.

The BoS agreed to allow the Town Offices to return to appointment only business beginning on Monday, December 14, 2020, and to also allow the Transfer Station to make changes to their business procedures as needed in order to protect their staff.

Line Comeau stated that Donna White is trying to increase their reliance on using Zoom meeting for the Building/Planning department. As a result, they need upgraded equipment, so she authorized the purchase of a larger monitor with a wider-angle camera to accommodate their meetings.

PUBLIC COMMENT

Woody Bowne said that the cement pad for the storage container has been poured and is ready for delivery. **Line Comeau** added that payment is ready, and that the container will be delivered soon.

BOARD MEMBER ISSUES

Bob Martel noted some maintenance issues that the new door closer at the library is leaking hydraulics, so it will need to be addressed. It may be under warranty since it was new. He also mentioned that some boards on one of the entrance ramps are getting a little spongy. Another issue to address is the ice sliding off of the roof now that it is

wintertime.

TOWN BUSINESS

Mailbox Items

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

- Notification of monitor purchase for Building/Planning Zoom meetings (as discussed above). It was confirmed that this qualifies as a Covid-related purchase, so they will use Covid grant funds to cover this purchase.
- Memo received from Line Comeau stating that one part-time employee was inadvertently left off of the stipend list, so she added them.
- Monday Dec. 21st Zoom meeting reminder with town moderator and School Board.
- Recent joint loss meeting notes (reviewed by Bob Martel above).

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 8:14 pm before entering into nonpublic session.

The BoS entered nonpublic session at 8:20pm.

The BoS reentered public session at 8:50pm. **Motion:** by David Nault to seal the non-public meeting minute, seconded by Bob Martel. Vote: 3-0

ADJOURNMENT

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

Meeting adjourned at 8:51 p.m. Vote: 3-0

Respectfully Submitted,

Jennifer King, Recording Secretary

David Nault, Selectman

Michael Kaminski, Selectman

Robert Martel, Selectman