

**Dunbarton Board of Selectmen
Meeting Minutes
January 7, 2021**

A meeting of the Dunbarton Board of Selectmen (BoS) was held on Thursday, January 7, 2021 at 7:00 p.m. 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
Mary Girard, Librarian (via speakerphone)
Don Larsen, Dunbarton Garden Club/Cemetery Trustee
Katie McDonough, Library Trustee

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 7:03 p.m.

OLD BUSINESS

Approve Minutes

Motion: by Mike Kaminski, seconded by Bob Martel to approve the regular meeting minutes of December 30, 2020 as amended.

Discussion: none.

Vote: (3-0)

Motion: by Bob Martel, seconded by Mike Kaminski to approve the (5:28 pm) nonpublic meeting minutes of December 30, 2020 as written. These minutes were sealed.

Discussion: none.

Vote: (3-0)

PUBLIC COMMENT

Don Larsen shared that the Garden Club removed the Christmas tree from the bandstand. They left the other lights up, as there is a national campaign to leave Christmas lights up a little longer this year to offer cheer or brighten spirits as the country struggles this winter. The BoS supported keeping the lights up until the end of January.

AGENDA ITEMS

Proposed Library Budget for 2021

Library Trustee Katie McDonough and Librarian Mary Girard presented the proposed 2021 budget. They are looking at an increase of approximately \$4,000, mostly owing to licensing and personnel costs. They have lapsed funds from last year of \$1,080 that they can use to reduce the amount they request from the town this year from \$110,389 to \$109,309.

Ms. McDonough spoke to the great job that Mary Girard has done in keeping the library running during the pandemic. They also have an increase in library cards since Mary took the position.

Cemetery Trustee Proposed Warrants for 2021

Don Larsen updated the BoS on their upcoming projects and some of the bench and plot sales they have done in the cremains garden. They are looking to widen and improve the access road and cremains garden. Their proposed warrants are as follows:

Access Road Warrant Article

To see if the Town will vote to raise and appropriate the sum of six thousand six hundred dollars (\$6,600) for the purpose of improving the access road and widening a corner in Page's Corner Cemetery and to authorize the withdrawal of said funds from the Cemetery Trust Fund maintenance established in 1988. No amount to come from taxation in 2021.

Estimated 2021 tax rate impact: \$.00

Dave Nault stated that he visited the area the other day to look at the improvements to the hearse house, and he agrees with the need for these improvements.

Cremains Garden Warrant Article

"To see if the Town will vote to raise and appropriate the sum of *amount redacted* for the purpose of improving the Cremains area in Page's Corner Cemetery with cobblestone edged walkways with hard pack $\frac{3}{4}$ gravel around the lots and to authorize the withdrawal of said funds from the Cemetery Trust Fund for Maintenance Care, est. 1988 NH-PDIP 102520002, the Cemetery Expendable Trust Fund est. 2016 Article #16 NH-PDIP 102520020, funds encumber from 2020 Unanticipated Revenue.

No amount to come from taxation in 2021.

Estimated 2021 tax rate impact: \$.00"

Bob Martel noted that because of the amount listed, he would need to put this out to bid and get at least 3 bids in order to proceed.

Discussion occurred regarding some trees along the property line of the cemetery that need to be removed. They are working with the abutter to determine how to proceed. They do have money in their budget they can move around in order to contribute toward this.

Mike Kaminski suggested that they pursue one warrant article at a time.

Bob Martel also suggested that they separate the cremains garden project into 2 parts. This will reduce the amount and eliminate the need for the bidding process. Discussion continued regarding the other available budget lines they may be able to use to fund this project.

Review Quotes for Road Survey

The BoS reviewed quotes received for road surveying of Kelsea Road. Discussion occurred regarding the wording of the scope of services portion of their request. **Dave Nault** would like to make sure they include the 1821 Kelsea Road layout and current conditions.

Motion: by Mike Kaminski, seconded by Bob Martel, that they accept the contract proposed by Richard Bartlett and Associates for the survey of Kelsea Road.

Discussion: none.

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

Review Proposed Revenues for 2021

Line Comeau gave a review the proposed/estimated revenues for 2021.

She proposed a \$5,000 decrease in the land use change tax.

Overall proposed revenues for 2021 are decreased from prior year by \$46,948. 2020 revenues exceeded estimates by \$76,439.

Review Calendar for Meetings and Deadlines

Line Comeau reviewed upcoming budget preparation deadlines

1st public hearing on the budget tentatively set for Feb. 4th, with a snow date of February 11th. **Mike Kaminski** suggested this hearing occur via Zoom meeting.

Line Comeau would like to make sure they have a good solid budget ready by then so that she can put it online. She also asked for assistance in coordinating/facilitating Zoom access. **Dave Nault** will ask Donna White to help, as she has experience with it.

TOWN BUSINESS

Mailbox Items

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

- Don Larsen sent a photo of Justin Nault, Leo Martel and Dave Nault doing work on the roof of the hearse house. They will be putting a new metal roof on the Hearse House (donated by Century Roofing). Dave Nault requested that a thank you letter be sent to Century Roofing from the BoS.

- The BoS signed a pole license replacing 4 poles on County Rd.
- Building Department update: 260 permits, 409 inspections and 16 septic systems in 2020. Annual revenue was \$30,804.
They are seeking guidance on a request for an RV to be placed on a property while a home is being built. Their construction timeline is from the end of March until end of July. The BoS doesn't have a problem with extending them a temporary permit. **Bob Martel** requested that should their timeline be extended past the end of July, that they request that extra time from the town.
- Update on 41 Kimball Pond Road: the property is now vacant and locked. They will be preparing for demolition. The police department has been notified and will patrol the area. The town is continuing to work with the former resident on securing adequate housing. They are working to obtain an estimate on what it would cost to repair the roof for the insurance company.
- Line Comeau has sent instructions to the department heads on preparing their portions of the annual report.
- Copy of Email to Primex.
- Response from town attorney regarding their liability regarding 41 Kimball Pond Road.
- Request from resident to reduce traffic at the compactor back to a single lane due to the resurgence of the virus. The BoS agreed that an adjustment is needed. Line Comeau asked if this will be extended to the recycling area. The BoS asked Line to talk to Transfer Station Supervisor Woody Bowne tomorrow about changing his traffic flow back to the three separate lanes that they had before.
- **The Board recognized the thank you, letter from Hope Arce.**

PUBLIC COMMENT

Leo Martel asked a follow-up question about timber cut revenues.

BOARD MEMBER ISSUES

Bob Martel asked about when they are going to begin working on the budget. **Line Comeau** will work on her final numbers and pull everything together for them to get started.

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 2-minute recess at 8:53 p.m. to allow the room to clear before entering nonpublic session.

The BoS entered nonpublic session at 8:55 p.m.

The BoS reentered public session at 9:10 p.m.

ADJOURNMENT

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

Meeting adjourned at 9:12 p.m.

Respectfully Submitted,

Jennifer King, Recording Secretary

David Nault, Chair

Michael Kaminski, Selectman

Robert Martel, Selectman