

**Dunbarton Board of Selectmen  
Meeting Minutes  
February 4, 2021**

A meeting of the Dunbarton Board of Selectmen (BoS) was held on Thursday, February 4, 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  
Donna White, Planning/Zoning/Building Office Administrator

**Attending virtually via Zoom Meeting:**

Patrick “Woody” Bowne, Transfer Station Supervisor  
Sgt. Christopher Remillard, Dunbarton Police Department  
Rene Ouellet: Town Moderator  
John Trottier: Zoning Board  
Clem Madden, Dunbarton School Board  
Linda Landry, Town Clerk  
Bob Leonard

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 7:02 p.m.

**OLD BUSINESS**

Approve Minutes

**Motion:** by Bob Martel seconded by Mike Kaminski to approve the regular meeting minutes of January 28, 2021 as written.

**Discussion:** none.

**Vote: (3-0)**

**Motion:** by Mike Kaminski, seconded by Bob Martel to approve the nonpublic meeting minutes of January 28, 2021 as amended.

**Discussion:** none.

**Vote: (3-0)**

**PUBLIC COMMENT**

None.

## PUBLIC HEARING ON THE 2021 BUDGET AND WARRANT

**Dave Nault** called the public hearing to order at 7:05 p.m.

**Mike Kaminski** explained that while they cannot close this hearing to the public, they asked town officials planning to attend to do so via Zoom in order to be able to hold the hearing at the Town Offices and still maintain social distancing should they have a large in-person public turnout.

**Dave Nault** gave an overview of revenues and expenses.

### **Proposed Revenues for 2021**

**Dave Nault reviewed the recommendations for the proposed revenue budget for 2021. Dave stated that** many of revenue items remained flat or were reduced.

Land Use Taxes: reduced by \$5,000

Revenue From Other Governments: reduced to \$298,850, because there is no Governor's Grant.

Recycling income reduced by \$10,000 (unknown pricing, conservative budget).

**There will be no** income from town property rental **because of the recent damage from a fallen tree, rendering it inhabitable** (building to be razed).

Revenue totals:

2020 **budgeted** revenues: \$1,141,948

**2020 actual** revenues: \$1,219,283

2020 excess revenues to surplus \$77,335

**2021 Projected Revenues: \$1,097,432**

**Mike Kaminski** noted that they have budgeted conservatively because their revenues are still uncertain.

### **Proposed Expenses for the 2021 Operating Budget**

Many departmental expense increases were attributable to the 1% pay rate increase for 2021.

Executive: Increased by \$4,147

Election, Registration & Vital Stats: decreased by \$1,089

Financial Administration: increased by \$1,903

Assessing Department: increased by \$2,660

Personnel Administration: increased by \$32,793

Planning and Zoning: decreased by \$1,829

Government Buildings: increased by \$337

Insurance: increased by \$2,473

Police Department: decreased by \$13,687

Fire Department: increased by \$3,494

Building Department: increased by \$1,601

Highway Department: increased by \$1,865

Solid Waste Disposal: \$7,226

Welfare: increased by \$61.00

Library: increased by \$13,090

### **Warrant Articles**

#1: To choose all necessary town officers.

#2: Amendment #1, Wetland Conservation

- #3: Amendment #2, Building Permit Procedure
- #4: Town Budget: \$2,713,248,
  - Net amount to be raised from taxes: \$1,320,734
  - Recommended by the Board of Selectmen (3-0)
- #5: Revaluation Capital Reserve Fund: \$14,000
  - Estimated 2021 tax rate impact: \$0.04
  - Recommended by the Board of Selectmen (3-0)
- #6 Transfer Station Vehicle or Equipment Capital Reserve Fund: \$20,000
  - Estimated 2021 tax rate impact: \$0.05
  - Recommended by the Board of Selectmen (3-0)
- #7: Fire Dept. Emergency Vehicle Capital Reserve Fund: \$60,000
  - Estimated 2021 tax rate impact: \$0.15
  - Recommended by the Board of Selectmen (3-0)
- #8: Tanker Body/Installation (Fire Dept.): \$120,000
  - Estimated 2021 tax rate impact: \$0.00
  - Recommended by the Board of Selectmen (3-0)
- #9: New Police Cruiser/Equipment: \$54,000
  - Estimated 2021 tax rate impact: \$0.08
  - Recommended by the Board of Selectmen (3-0)
- #10: Police Vehicle & Equipment Capital Reserve Fund: \$10,000
  - Estimated 2021 tax rate impact: \$0.03
  - Recommended by the Board of Selectmen (3-0)
- #11: Highway Vehicle Capital Reserve Fund: \$15,000
  - Estimated 2021 tax rate impact: \$0.04
  - Recommended by the Board of Selectmen (3-0)
- #12: Additional Paving Costs: \$100,000
  - Estimated 2021 tax rate impact: \$0.25
  - Recommended by the Board of Selectmen (3-0)
- #13: Cemetery upgrade work: \$6,600
  - Estimated 2021 tax rate impact: \$0.00
  - Not Recommended by the Board of Selectmen (1-2)
- #14: Cremains Garden upgrades and improvements: \$8,500
  - Estimated 2021 tax rate impact: \$0.00
  - Recommended by the Board of Selectmen (3-0)
- #15: Tree removal, Pages Corner Cemetery: \$5,000
  - Estimated 2021 tax rate impact: \$0.00
  - Recommended by the Board of Selectmen (3-0)
- #16: Milfoil Control, Gorham Pond: \$2,125
  - Estimated 2021 tax rate impact: \$0.00
  - Recommended by the Board of Selectmen (3-0)

Budget Totals:

- Proposed 2021 budget: \$2,713,248
- Approved 2020 budget: \$2,658,202
- Increase over 2020: \$55,046 (2.07%)

- Proposed 2021 budget: \$2,713,248

Proposed 2021 revenues: (\$1,097,432)  
Net to raise from taxes: \$1,615,816  
Approved from surplus: (\$295,082)

Final net to raise from taxes: \$1,320,734  
Operating budget est. tax rate impact: \$3.35  
All warrants (if passed) est. tax impact: \$0.64  
2021 town portion of tax rate: \$3.99  
2020 town portion of tax rate: \$3.80  
Possible tax increase over 2020: \$0.19

Dave Nault closed the public hearing at 8:20 p.m.

## TOWN BUSINESS

### Winslow Town Forest

**Dave Nault** reported after speaking with Jeff Crosby that the Town Forest Committee is doing the work they need to do on this and will be following up with the Society for Protection of NH Forests. Once Mr. Crosby speaks with them, he will report back to the BoS.

### Town Road Plowing

To be discussed at a future meeting.

### Town Meeting and Election Review

**Rene Ouellet** noted some of the challenges of setting up for the town meeting and election while being mindful of Covid-19 precautions and social distancing. Some of the classrooms at the school will be set up as viewing areas to handle the overflow of people they cannot accommodate in the gym and will be broadcast within the school to the TVs in the classrooms. This setup was decided upon to be preferable to broadcasting the meeting via Zoom (public comments cannot be taken via Zoom because those attendees cannot be verified by the Supervisor of the Checklist).

### Mailbox Items

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

- Special Election Request to be sent to the State Executive Council
  - *The BoS was in consensus to send the request to the Executive Council.*
  - Mike Kaminski asked Line to send a copy to the town of Bow.
- Transfer Station Employee has reached the end of their 6-month probationary period in their new position. To be further discussed at a future meeting.
- Information regarding Zoom meeting procedures.
- Selectman's message to be submitted for Town Report

- Asbestos testing of 41 Kimball Pond Road. There does appear to be some asbestos in the kitchen linoleum. Once that is addressed and mitigated, they will continue with the process to have the building razed.
- MS-636 submitted by Line Comeau to the BoS to review. Final copy will be ready to sign next week.
- Communication from attorney regarding the civil actions pertaining to Old Rt. 13. To be discussed at a future meeting.
- Letters regarding Winslow Town Forest gravel pit reclamation. To be discussed next week.

#### PUBLIC COMMENT

None.

#### BOARD MEMBER ISSUES

**Dave Nault** offered Line Comeau their thanks and appreciation of the BoS for her work on the budget and Town Report. He also thanked Donna White for attending to assist with operating the Zoom portion of the meeting.

**Bob Martel** noted that there were lights put up on the gazebo by Don Larsen to decorate for Valentine's Day without obtaining prior authorization of the BoS. Rather than have him attend the next meeting to discuss the issue, as it is a rather full agenda already, they will send him a letter on the matter, again explaining the proper protocols for making any changes on town-owned property.

#### ADJOURNMENT

**Motion:** by Dave Nault, seconded by Mike Kaminski to adjourn the meeting.  
Meeting adjourned at 8:53 p.m.

Respectfully Submitted,

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Jennifer King, Recording Secretary

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David Nault, Chair

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Michael Kaminski, Selectman

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Robert Martel, Selectman