

**Dunbarton Board of Selectmen
Meeting Minutes
April 1, 2021**

A meeting of the Dunbarton Board of Selectmen (BoS) was held on Thursday, April 1, 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
Jon Wiggin, Fire Chief

Members of the Public:

Joy Hammond

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 Bob Martel, seconded by Mike Kaminski to approve the regular meeting minutes of March 18, 2021 as amended.

Discussion: none.

Vote: (3-0)

PUBLIC COMMENT

None.

TOWN BUSINESS

Memorial Bench Request

Joy Hammond approached the BoS to request approval of the installation a memorial bench on the Town Common in memory of Lesley Hammond, in recognition of his many years of service to the town.

Motion: by Dave Nault, seconded by Bob Martel, to allow Joy Hammond to install a stone bench in memory of Lesley Hammond at the Town Common. The bench will be a kidney-shaped style to match the bench already at the south side of the Town Hall.

Discussion: none.

Vote: (3-0).

Fire Truck Body Purchase

Jon Wiggin presented the BoS with two bids that he obtained for the replacement of the fire tanker truck body approved via warrant article at Town Meeting. He said that it was noticed that additional work may be needed to complete the replacement, including some remediation of rust once the tank is removed as well as some replacement of piping, etc. He stated that with the bids that were presented, they should have enough left in the warrant article to cover the additional work, as the bids came in lower than he was expecting. **Mike Kaminski** asked what contingencies are in place to cover the department in the event they should need a tanker. **Jon Wiggin** replied that neighboring towns have tankers that can help if needed.

Motion: by Dave Nault, seconded by Mike Kaminski, to approve the bid from Northeast Fire in the amount of \$103,850 to replace the fire truck tanker body on the existing chassis per the proposal dated November 2020 and approved by the fire chief.

Discussion: none.

Vote: (3-0).

A brief discussion took place regarding the brush fire that occurred off of Kimball Pond Road.

Town Clerk Open Hours

Dave Nault said that he received a call from a resident questioning why the Town Clerk's office is still restricted to appointment only and complaining about the additional fees required to register a dog online. He read an emailed response from Town Clerk Linda Landry explaining what the fees cover and what the alternative methods are to complete the transaction. She also explained that there are many state and municipal offices in the state that still have not reopened to the public because of the ongoing pandemic.

1st Quarter Revenues and Expenses

Line Comeau reviewed the revenues and expenses for the first quarter. She noted that there have been a lot of building permit applications and vehicle registrations coming through and they are a little bit ahead of where they were at this time last year.

Mowing and Grounds Maintenance

The BoS reviewed the RFP for mowing and grounds maintenance at the school and other town properties. Dave Nault asked that Line Comeau follow up with School Board Chair Clem Madden before posting regarding the times that they are looking to have the work done.

Mailbox Items

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

Committee Appointments:

- **Motion:** by Dave Nault, seconded by Mike Kaminski to appoint the following people to the following committees:
 - Old Home Day Committee:

- John Stevens, term ending March 2022;
- Town Hall Restoration Committee
 - Elizabeth Belcher, term ending March 2022;
 - Jamie Casey, term ending March 2022;
 - Clem Madden, term ending March 2022;
- Discussion:** None.
- Vote: (3-0)**
- **Motion:** by Dave Nault, seconded by Mike Kaminski, to hire Jeannie Zmigrodski as the part-time Welfare Director, effective March 12, 2021.
Discussion: none.
Vote: (3-0)
- **Motion:** by Dave Nault, seconded by Mike Kaminski to appoint Jo-Marie Denoncourt as Deputy Welfare Director for a period of one year.
Discussion: none.
Vote: (3-0)
- **Building Department Update:** the Building Department reported a fairly busy winter and expects an active spring and summer as well. **They also** reported on a situation at 3 Holmes Road. They are working with the resident regarding code violations. The reopening of their office to the public has gone well.
- Bow Memorial School will be having a charitable walk-a-thon on Friday, April 23rd with the proceeds to go toward the town welfare departments of Bow and Dunbarton. **Mike Kaminski** suggested they add the event to Hot Topics and also to send a letter back to the Student Council to thank them.
- **Welfare Department Update:** assisted one family that has since relocated from the area. One current applicant seeking help with utility assistance, was referred to application for state COVID-relief funds.
- **Police Department Update:** Update on reports pertaining to parking on Holmes Road.
- **Update on changing the title of the BoS:** Following up on a question from a previous meeting by Michelle Rees about changing the name of the Board of Selectmen to something more gender-neutral, **Dave Nault** read RSA 21:28 pertaining to title definitions in which it allows for interchangeable terminology depending upon gender. The Board did not take any action on this request, as the state already includes such language to be utilized. **Line Comeau** will send Ms. Rees a copy of the RSA and let her know that the BoS will not be taking any different action but will continue to follow the RSA that allows for those changes as needed.
- Town Clerk Monthly Revenue Report

Dave Nault read that we have currently taken in \$286,768.38 which is an increase from last March.

PUBLIC COMMENT

Lee Martel asked about obtaining a good quality pallet from the transfer station. Dave Nault will assist him with this.

BOARD MEMBER ISSUES

Line Comeau

Donna White conducted their first employee wellness meeting. This one was regarding stress-reduction. This is part of the wellness initiative encouraged and funded by their insurance company. Donna did a really great job with the meeting/presentation.

Mike Kaminski

Police Department: there are **46** applications so far for the Patrol Officer position. They are currently putting together a selection committee and will be having applicants do PT tests.

He spotted a commercial vehicle over the weekend at the sand/salt shed a couple of days ago. He approached them out of curiosity, and it was a town resident emptying his sander/salter there instead of contaminating any waterways.

Don Larsen has placed a sign placed on town property near the center of town. **Mr. Kaminski** feels that it gets really crowded there, and that it detracts attention from the town's information board that is there. He feels that it should be moved back to where it was before. **Dave Nault** will talk to Mr. Larsen about moving it.

Kelsea Road: **Mike Kaminski** spoke with Mike Guiney about a meeting sometime in July to develop a strategy for snow removal from Kelsea Road. Mr. Guiney is very receptive and interested in attending and helping.

Police Chief Succession Plan: to be discussed in nonpublic.

Bob Martel

Bob is looking at an alternative method of fixing the concrete steps in front of the library using a material similar to concrete but different. It would possibly make the job a lot easier and a lot less involved. He would like to look more into this and find a local mason or person that would possibly be willing to look into using it to complete the job.

Mr. Martel said he is conducting an assessment of town cemeteries, as they hear a lot of things about new projects that need to be done, but not what needs to be fixed. He started with East Cemetery, where he noted some broken stones and environmental concerns that should be addressed (trees, etc.). He also picked up a lot of trash in the area, which he picked up and brought to the transfer station.

Dave Nault said that the Cemetery Committee is aware of the broken stones and tree issues. Discussion continued regarding cemetery maintenance.

Dave Nault

Dave Nault asked about having another roadway cleanup this spring like was done last year. The BoS is in support of having this work done again this year. Transfer Station Supervisor Woody Bowne is going to offer some extra hours to his crew to get the job done.

NON-PUBLIC SESSION

Motion: by Dave Nault to enter into nonpublic session in accordance with RSA 91-A:3 II (a) at the request of the Town Administrator. Seconded by Bob Martel.

By roll-call vote: Nault-yes. Martel-yes. Kaminski-yes.

The BoS took a 2-minute recess at 8:36 p.m. to allow the room to clear before entering nonpublic session.

The BoS entered nonpublic session at 9:04 p.m.

The BoS reentered public session at 9:05 p.m.

Motion: by Dave Nault to enter into nonpublic session in accordance with RSA 91-A:3 II (a) at the request of the Town Administrator. Seconded by Michael Kaminski.

By roll-call vote: Nault-yes. Martel-yes. Kaminski-yes.

The BoS reentered public session at 9:27 p.m.

Motion: by David Nault, seconded by Bob Martel to exit the nonpublic at 9:27 pm.

By roll-call vote: **David Nault-yes. Kaminski-yes. Martel-yes.**

MOTION: Dave Nault made a motion, seconded by **Michael Kaminski**, to move forward with the succession plan as presented to the Board from Chief Sklut and to hire from within by promoting Christopher Remillard as acting Chief and to promote Brian Tyler to Sergeant.

Discussion: Michael Kaminski stated that to work on a succession plan well before the Chief retires, will give the Board enough time to negotiate a contract that works for the employee and the Town.

The consensus of the Board was to go through the interviewing process prior to negotiating a final contract.

Vote 3-0

MOTION: Dave Nault made a motion, seconded by **Michael Kaminski**, to fulfill the request of the Chief to utilize the Family Medical Family if required, in the event he has exhausted his personal leave time prior to the end of the year.

Vote 3-0

ADJOURNMENT

MOTION: by Michael Kaminski, seconded by Robert Martel to adjourn the regular meeting at 9:29 p.m.

Vote 3-0

Respectfully Submitted,

Jennifer King, Recording Secretary

David Nault, Chair

Michael Kaminski, Selectman

Robert Martel, Selectman