

**Dunbarton Board of Selectmen
Meeting Minutes
July 22, 2021**

A meeting of the Dunbarton Board of Selectmen (BoS) was held on Thursday, July 22, 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
Patrick “Woody” Bowne, Transfer Station Manager

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 7:01 p.m.

OLD BUSINESS

Approve Minutes

Motion: by Bob Martel, seconded by Mike Kaminski, to approve the regular meeting minutes of July 8, 2021 as amended.

Discussion: none.

Vote: (3-0).

Motion: by Bob Martel, seconded by Mike Kaminski, to approve the (8:04 p.m.) nonpublic meeting minutes of July 8, 2021 as amended.

Discussion: none.

Vote: (3-0).

Motion: by Bob Martel, seconded by Mike Kaminski, to approve the (8:45 p.m.) nonpublic meeting minutes of July 8, 2021 as amended.

Discussion: none.

Vote: (3-0).

Motion: by Bob Martel, seconded by Dave Nault to approve the special meeting minutes of July 13, 2021 as amended.

Discussion: none.

Vote: (3-0).

Motion: by Mike Kaminski, seconded by Dave Nault, to seal the (8:04 p.m.) nonpublic meeting minutes of July 8, 2021 due to privacy concerns.

Discussion: none.

Vote: (3-0).

Accept Donation

Motion: by Mike Kaminski, seconded by Dave Nault to accept per RSA 31:95-b III(b) (\$225) from Old Home Day vendor fees to use toward event expenses.

Discussion: none.

Vote: (3-0).

PUBLIC COMMENT

None.

TOWN BUSINESS

Meeting Room Request

A request was made by a resident to use the town meeting room for regular Alcoholics Anonymous meetings. The only day that the room was available regularly was Friday. The resident is looking at other options in town, so the request is currently on hold.

Mike Kaminski expressed reservations about allowing the usage of the meeting room by different groups and feels that this speaks to the importance of getting the second floor of the library finished so that people have options for group meetings in town. He feels that because they have a lot of sensitive documents stored in the building, it presents a security risk and requires a town employee to be available to ensure that the building is secured afterward. He suggested they revisit their decision to allow the Garden Club to use the room because they are setting a precedent that they may regret.

Bob Martel noted that the Garden Club was a one-time approval, but that it opened the door to these other requests. **Dave Nault** suggested that they take the requests as they come and make their decisions, accordingly, documenting their reasoning for each one.

Acrylic Panel Quote

Motion: by Dave Nault, seconded by Bob Martel, to accept the quote of \$4,535 from Westbrook Construction to replace the translucent panels on the roof of the Transfer Station with Everlast 2 clear acrylic panels.

Discussion: Mike Kaminski feels that this quote was very reasonable. Dave Nault added that this will be a nice feature that will improve the lighting inside the transfer station.

Vote: (3-0).

GOFERR Grant

Dave Nault said that they received notification from the Governor's office that their grant from the state of NH has been reconciled and that no funds are owed on either side. They need to retain the records related to these funds for 5 years.

Meeting Request

The town received a request from the Democratic Party to hold meetings on regular basis in the town meeting room. **Dave Nault** feels that they should remain apolitical in terms

of who they allow to use town spaces. **Bob Martel** pointed out that they have denied previous requests from the Republican Party for that reason. This request is not approved.

Insurance Reimbursement

The town received a reimbursement from the insurance company of \$2,700 related to **the asbestos removal at 41 Kimball Pond Road property.**

Application for Transfer Station Assistant Manager

To be discussed in nonpublic session.

FMLA Update

To be discussed in nonpublic session.

Proposed Staffing Changes

Line Comeau provided the BoS with a proposed revision to the budget for her department that would allow her to give her office staff more hours for additional assistance/training in the office. Discussion occurred regarding the proper way to handle departmental budget shortfalls.

Discussion occurred regarding data collection of salary information of transfer station employees in surrounding similar-sized towns.

Review of Annual Financial Statements

The BoS will review the completed financial statements provided to them by their auditors. Line Comeau will schedule an exit conference with their auditors.

Updated Welfare Department Policies

Motion: by Dave Nault, seconded by Mike Kaminski to accept the updated guidelines for the Welfare Department.

Discussion: none.

Vote: (3-0).

PUBLIC COMMENT

Woody Bowne asked the BoS if they can increase the amount of change they keep on hand at the transfer station because of the increase in cash transactions they are handling.

Motion: by Dave Nault, seconded by Mike Kaminski to adjust the petty cash amount on hand at the Transfer Station from \$40 to \$100.

Discussion: none.

Vote: (3-0).

Discussion occurred regarding other maintenance projects needed at the transfer station. Woody Bowne noted that they have some spots on the building where some of the vinyl siding is broken. **Dave Nault** suggested that they send out their handyman to look at and get some pricing. **Woody Bowne** added that he is still trying to get the concrete pad under the storage unit redone so that it will sit level, but he is having difficulties in reaching anyone.

Lee Martel asked about the status on the removal of the ash tree. **Dave Nault** noted that it was supposed to have been taken care of and he will follow up on it.

BOARD MEMBER ISSUES

Bob Martel presented the information he obtained from the Department of Labor CPI and average increase in wages in the Northeast.

They were accurate in their salary increases, as the average was 2.0%.

CPI will likely average about 7% for the end of this year.

COLA numbers usually come out in November.

Mike Kaminski is working with Woody Bowne and Bow Recycling to conduct a trucking cost analysis in order to determine the value in outsourcing their trucking.

Mike Kaminski received a call from a resident regarding Old Home Day and the requirement of proof of a COVID-19 vaccination to participate in the talent show. **Mr. Kaminski** feels that it is wrong and setting the town up for a lawsuit. He feels the committee is wrong in making this decision without consulting the BoS and would like to issue a notification from the BoS that the requirement be changed to a recommendation.

Dave Nault met with a sprinkler system company to put together a solid Request for Pricing for a sprinkler system for the second floor of the library. It was recommended that they look into a dry system because the second floor does not have a heating system other than what rises from the first floor. Discussion occurred regarding other library lighting concerns.

Mike Kaminski stated that their contract with their new police chief is currently under legal review with the town attorney.

NON-PUBLIC SESSION

Motion: by Dave Nault, seconded by Mike Kaminski to enter into nonpublic session in accordance with RSA 91-A:3 II (c).

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

The BoS took a 2-minute recess at 8:03pm before entering non-public session to allow the room to clear.

The BoS entered nonpublic session at **8:06 p.m.**

The BoS reentered public session at **8:55 p.m.**

Motion: by David Nault, seconded by Michael Kaminski to appoint Ryan Tacy as the **interim** Assistant Manager of the Transfer Station at the Assistant Manager Step I rate of \$15.93 for a three-week period to allow for the Board to observe and make a final decision for **the position** when Woody returns from his vacation.

ADJOURNMENT

Motion: by Dave Nault, seconded by Bob Martel to adjourn the meeting.
Meeting adjourned at **9:10 p.m.**

Respectfully Submitted,

Jennifer King, Recording Secretary

Signed:

David Nault, Chair

Michael Kaminski, Selectman

Robert Martel, Selectman