

**Dunbarton Board of Selectmen
Meeting Minutes
August 19, 2021**

A meeting of the Dunbarton Board of Selectmen (BoS) was held on Thursday, August 19, 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
Old Home Day Committee Members: John Stevens
Don Larsen
Tom Cusano
Ken Koerber

Enid Larsen

Fred Mullen 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 August 5, 2021 as written.

Discussion: none.

Vote: (3-0).

Motion: by Bob Martel, seconded by Mike Kaminski, to approve the (8:00 p.m.) nonpublic meeting minutes of August 5, 2021 as written.

Discussion: none.

Vote: (3-0).

PUBLIC COMMENT

None.

TOWN BUSINESS

Review Revised Revenues MS 434

Line Comeau presented the BoS with the MS 434, the revenue page of the MS 636 and a report out of their accounting program showing anticipated revenue.

Still expected:

- YTD revenue= \$692,089
- Outstanding items expected prior to end of year:
 - Highway Block Grant \$19,512.
 - Rooms and Meals \$135,000.
 - Flood control \$70,000.
- Total YTD + anticipated revenue=\$916,601
- Budgeted anticipated revenue was \$1,097,432
- Uncollected balance for the year= \$180,831 (\$36,166/mo.).

The town should not have any problem meeting that uncollected balance.

Line Comeau also said that she applied for an ARPA Grant (subgrant of the GOFERR Grant). The town's portion will be \$301,401. They will receive it in 2 installments (1 this year, the other to arrive next year). There are strict requirements on how this money may be spent. They will need to hold a public meeting prior to accepting and using this money.

- ***The BoS was in agreement that they will leave their anticipated revenues as listed on the MS 434 unchanged.***

Mailbox Items

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

- Email from Mary Girard about updating the light fixture at the rear entryway. **Bob Martel** spoke to the condition of the current fixture, stating that it was corroded and should be replaced, suggesting it is something their handyman should be able to do.
- Request by town employee for a week's vacation time from 8/30-9/3.
- Primex insurance reimbursement for Kimball Pond Road claim (\$635).
- The BoS signed a thank you letter to Rene Ouellet thanking him for his years of service as their Town Moderator.
- Update from the Chairman of the school board regarding the annual meeting to be held on **Saturday, March 12, 2022, which will be after the Town's Annual Meeting.**
- FYI for BoA decision for reconsideration of an abatement.
- Research results for training on the skid steer \$850. Dave Nault suggested they talk about this with the Transfer Station Manager. Mike Kaminski suggested that they reserve that training for longer-term employees so that they aren't wasting that training time should they have some turnover among newer employees.
- ZBA legal fees to date: The ZBA has overspent their legal budget by 625% as they have been dealing with a case that has been costing them a lot more than what had been budgeted.
- The BoS signed a step increase for Brian Tyler to Step II (3-year anniversary).
- The BoS reviewed the wetlands permit.
- **Dave Nault** received a quote he requested for some new ballot boxes from local carpenter Eric Hodgman. He had requested that they be made in an identical manner to what they have had in place for years. Eric provided a sample of the box joint

corner sample to show that he could reproduce the construction of what they currently have. Total was \$1,338 for both.

Motion: by Dave Nault, seconded by Mike Kaminski to accept the proposal from Eric Hodgman General Carpentry to supply two new ballot boxes in red oak to match the size of the two aluminum boxes they have now. Total cost to be slightly higher than this estimate due to hardware and material costs.

Discussion: Mike Kaminski would like to see a delivery date, adding that it would be nice to see them by the next election if possible.

Vote: (3-0).

Old Home Day Update

John Stevens praised the team of people that helped out with the event this year. They have received some positive feedback as well as some people interested in possibly joining the committee.

Don Larsen said that the setup of the stage (provided by Tom Cusano) and other areas of the common went very well. Despite a delay with one of the acts, they moved it to after the talent show, which also went well. They will work on having prizes, etc. for next year.

Tom Cusano said they bought more food than last time to avoid running out. Totals: 300 burgers, 280 hot dogs, 12 veggie burgers, 250 bags of chips 600 beverages. He feels that the stage really brought a whole new feel to the event and really helped improve the acoustic quality and focused the sound for all the performers.

Mike Kaminski commented that the event went extremely well and offered his thanks and appreciation to the committee for their hard work in putting it on.

Ken Koerber mentioned that the town hall second floor renovation project received a lot of interest from eventgoers. **Dave Nault** was also surprised by the amount of people that came over to tour the area.

Mike Kaminski noted that 3 people took advantage of the vaccination site that was available. Where he felt that one person would be a success, 3 is great.

John Stevens stated that their budget is \$5,700. Total expenses to date: \$5,379. **Food expenses will be offset with sales revenue, which should leave \$1,495 in their budget, pending any outstanding expenses.** He noted there are a few more expenses that still need to be recorded. The committee will meet in a few weeks to review and report back to them with a final total.

Personnel Plan Review

The BoS reviewed the proposed changes to the Personnel Plan as presented by Line Comeau. The BoS will refrain from voting on any changes until the next meeting to provide more time for selectmen to review.

Accept Unanticipated Revenue

Motion: by Mike Kaminski, seconded by Bob Martel to accept per RSA 31:95-b III(b) unanticipated revenue of (\$245) for Wreaths Across Dunbarton.

Discussion: none.

Vote: (3-0).

PUBLIC COMMENT

None.

BOARD MEMBER ISSUES

Line Comeau will be looking to schedule the public hearing to accept the grant money discussed earlier within the next few weeks. The office has been very busy as they work their way through a couple of audits, but they have a great team that works well together.

Mike Kaminski asked the other Selectmen to review the contract for Sgt. Remillard so that they may present it to him. **Bob Martel** read it and has no problems with it. Dave Nault will review and be in contact with Mike.

Mike Kaminski said that he has a name that he would like to put forward for a nomination to the national 'Volunteer of the Year' award discussed at the last meeting. He would like to take a few minutes in non-public to discuss.

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 8:06 p.m. before entering non-public session to allow the room to clear.

The BoS entered nonpublic session at 8:08 p.m.

The BoS reentered public session at 8:11 p.m.

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

There were not motions made during this nonpublic meeting.

David Nault informed the other Selectmen that at the Planning Board meeting on the 18th, the Board approved a Lot Line Adjustment between lots E6-03-03 & E6-03-06 on Montalona Road.

ADJOURNMENT

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

Meeting adjourned at 8:14 p.m.

Respectfully Submitted,

Jennifer King, Recording Secretary

Signed:

David Nault, Chair

Michael Kaminski, Selectman

Robert Martel, Selectman