

**Dunbarton Board of Selectmen  
Meeting Minutes  
September 16, 2021**

A meeting of the Dunbarton Board of Selectmen (BoS) was held on Thursday, September 16, 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  
Nora LaMarque, Garden Club President  
Enid Larson, Garden Club member

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 September 2, 2021 as amended.

**Discussion:** none.

**Vote: (3-0).**

**Motion:** by Bob Martel, seconded by Mike Kaminski, to approve the (8:31 p.m.) nonpublic meeting minutes of September 2, 2021 as written.

**Discussion:** none.

**Vote: (3-0).**

**Motion:** by Bob Martel, seconded by Mike Kaminski, to approve the (8:55 p.m.) nonpublic meeting minutes of September 2, 2021 as written.

**Discussion:** none.

**Vote: (3-0).**

**PUBLIC COMMENT**

None.

## TOWN BUSINESS

### Accept Grant Funds

**Motion:** by Dave Nault, seconded by Bob Martel to accept per RSA 31:95-b III (b) a grant from the State of NH Municipal Aid (ARPA), in the total amount of \$301,401, paid in two installments. First installment is \$150,700.74.

**Discussion:** Dave Nault opened the public hearing to discuss the grant. **Linda Landry** wanted to know what the criteria were for acceptable expenditures. **Dave Nault** said that there is a long list of criteria, but it is mostly for Covid-19 related expenses. Some can be used for public infrastructure (water, sewer and broadband). **Mike Kaminski** noted that it may not be used to offset taxes. Dave Nault said that this is something that can be addressed with public meetings as Line Comeau explained that this money will be kept in a separate fund.

**Dave Nault** closed the public hearing.

**Vote: (3-0).**

### Accept Donation

**Motion:** by Mike Kaminski, seconded by Dave Nault, to accept per RSA 31:95-b III (b) fundraising for Wreaths Across Dunbarton in the amount of (\$450) from sponsors.

**Discussion:** **Bob Martel** doesn't understand why they are accepting these funds when it is not town money. He has discussed this with the Wreaths Across Dunbarton coordinator who is looking into a 501(c) to better handle these funds. **Line Comeau** stated that she did address this with their new auditor who said that there is nothing wrong with handling these funds this way, but it is up to the BoS. These funds are currently in the hands of the town treasurer, so a vote to accept this addition will allow them to deposit this into the account and they can move the money out all together and close out the account. **Mike Kaminski** said that he understands Bob's concerns, but he is fine with holding onto the money until their new account is set up.

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

### Halloween Decorating Request

**Nora LaMarque**, Garden Club President approached the BoS to request permission to decorate and set up a trick-or-treat stop for Halloween. Their plans include a 20'x40' tent. They will have 300 bags of candy to hand out at the bandstand. They normally have some projections and music. They used to hand out beverages for free but aren't sure about doing that this year due to Covid. **Mike Kaminski** doesn't have an issue but noted that Covid-19 cases are rising, and they are still 45 days out from Halloween, so it's worth noting if they have a serious outbreak, especially in the school, they may need to look at cancelling in the interest of safety. He hopes it can go forward, but they need to remain flexible in their planning. **Ms. LaMarque** said that they do recognize that Covid could possibly cause a cancellation and that they would understand should the BoS have to make that decision. They are also hoping to decorate the bandstand with some lights and decorations. All decorations and items would be removed that night/the next day. **Ms. Lamarque** asked if they should require masks. **Dave Nault** said that is something they would have to answer as they get closer to the date.

**Nora LaMarque** said that she and Margaret Watkins have spoken with the neighbors that live around the common. The general consensus is that they are ok with the planned lights and decorations from now until the end of the year. One resident did note that there were some large flashing star decorations a few years ago that they weren't a fan of, but they enjoy the decorations in general.

**Dave Nault** noted that he received an email from Margaret Watkins requesting permission to have a concert on 10/25 from 2-4 p.m. on the common to benefit the town hall restoration project. They were looking to offer small tours as well. The BoS was in agreement with the concert as well as the tours as long as they are small.

#### Mailbox Items

**Dave Nault** reviewed the following pieces of correspondence received since the last meeting.

- Email from School Street Café with Building Department response. The owners of the Café purchased a new gas stove and they have asked for the BoS' help with an issue regarding an electrical permit for a hood. **Mike Kaminski** said that he stands behind the Building Inspector and his decision which was that the stove may not be used until the hood is installed. He would like for the BoS to send a response stating this. Discussion occurred regarding the history of this situation. **Mike Kaminski** said that this is a multi-use building and that people live there. They need to follow code. He feels that their building inspector is doing a fine job in looking out for the safety of all citizens. He is hoping that they have not in fact been using the stove in the meantime. **Dave Nault** would like to make sure they fully review all of the information before sending a response. **Line Comeau** will follow up with the property owner to let them know that their request is still under review.
- St. Jean Auction scheduled for October 23, 2021 (copied to all departments).
- Email response from HP Fairfield regarding the tommy gate purchase. They will review at a future meeting with Woody Bowne.
- Flood Control reimbursement received in the amount of \$68,776.32. That is only \$1223.68 less than was budgeted.
- Emailed FYI noting that the shipping containers have been fixed.
- Email from Donna Dunn regarding Dunbarton photos and documents that she received. She is looking for guidance on the best way to share them with the public. **Dave Nault** suggested that she reach out the library for input.
- New assessment values for 2021 were up by \$5,100,811 (this is an estimated tax decrease of \$0.28).
- John Wiggin provided an update to the building needs of the Fire Department:
  - The septic pump has failed, and they need to replace it and upgrade the underground tank. Pump replacement is \$2,000, and tank replacement is \$5,000.

**Motion:** by Dave Nault, seconded by Mike Kaminski to accept the bid from St. Onge Septic Services in the amount of \$7,000 to replace the existing sewer

pump with a new pump and wiring and to also replace the septic tank. They will use the Covid-19 recovery funds to cover this expense.

**Discussion:** none.

**Vote:** (3-0).

- Electrical panel: **Bob Martel** said that Jon Wiggin is looking to get a quote on this work. **Dave Nault** suggested they get an estimate to include either moving the electrical panel away from the where the roof has been leaking or installing it in a waterproof box.
  - Roof work: the roof leak that they had tried to address before has worsened, so this problem needs to be revisited by finding another roof company to come in and address it.
- 
- Email update from Sergeant Remillard regarding the annual bicycle rodeo success. They handed out 40+ helmets and they still have a few left that can be distributed upon request.
  - Acknowledgement that the town has applied for the 2022 Milfoil treatment grant.
  - The final version of the personnel plan (signed by the BoS) has been completed and will be distributed to all departments. Linda Landry signed off on the plan as Town Clerk.
  - Template example from NHMA for nonpublic meeting minutes. **Dave Nault** suggested that they use something like this to follow. It serves as a sort of checklist to make sure that the correct RSA's are referenced, and other important points of the meeting are covered.

#### PUBLIC COMMENT

**Nora Lamarque** commented on the condition of Bernard Hill Road and inquired if there were any plans to tar that road. **Dave Nault** spoke to the Highway Department's current projects and plans for the next year, explaining that they are trying to catch up on previous projects that have been delayed for various reasons. **Mike Kaminski** added that they will be approaching the voters with a bond request because they have fallen behind on many road projects over the years. He also suggested that she attend the public hearing held each spring to discuss upcoming road projects. Discussion occurred on the plans for the paving of Ray Road.

**Linda Landry** thanked the BoS for being afforded the opportunity to attend the 3-day Town Clerk Conference held in North Conway.

They focused pretty heavily upon elections, particularly the Right-to-Know requests still being received across the state pertaining to the 2020 election. The Attorney General was in attendance and advised that they answer these through Town Counsel. She's been able to handle the ones she has gotten so far, but for more complicated ones she may reach out to **Line Comeau** to bring it to the attention of Town Counsel.

**Mike Kaminski** cautioned about the expense involved in using Town Counsel. **Line Comeau** suggested the free legal guidance NHMA offers as a resource. **Linda Landry** said she has been able to handle the requests she has received. A lot of the requests are fishing for information, trying to see who they can trip up. The Secretary of State said if it is just an "inquiry" they don't have to respond, but if it presented as an actual Right-to-

Know request then she does. Knowing this, she has stopped responding to simple inquiries.

**Linda Landry** noted that one topic she discussed with other clerks pertained to how different towns are pricing vehicles across the state and what they can do to make it more uniform. Depending on the software, some only pull up base pricing, not taking options into account, which could cause the town to lose out on a lot of revenue from vehicle registrations. She and Hope have started asking vehicle owners to provide the window sticker to be sure they are using an accurate MSRP, and she will continue to work with the other town clerks throughout the state to resolve the problem.

**Linda Landry** said that she was recognized with a longevity award for serving 25 years as town clerk. The clerk from Wolfeboro was recognized for 50 years of service and is the longest serving clerk in the state.

**Linda Landry** noted that they are looking at switching to appointment only at DMV's across the state. Discussion occurred regarding the hours that the Town Clerk's office is open. **Mike Kaminski** is concerned that the perception of the citizens is that they've cut hours and services because they are not open on Fridays and offer no evening hours like they used to. **Linda Landry** replied that although they changed their hours, they are still open the same amount of hours during the week and that they offer different methods for conducting town business (online or via mail). **Mike Kaminski** said that he just wants to make sure they remain vigilant to ensure that they are providing the best services possible.

#### BOARD MEMBER ISSUES

**Line Comeau** said that their new auditor was in the office today, preparing items so that they can complete the MS-535. He feels confident with the information gathered that he could turn this around expediently.

**Mike Kaminski** attended the planning board meeting as an ex-officio member in place of Dave Nault as some items were discussed that affected Dave as an abutter.

**Bob Martel** attended the recent Joint Loss meeting. They discussed the fire department issues, as well as the door that is being dripped on at the library.

Discussion occurred regarding the old ash tree that was removed. A maple tree will be planted in its place.

#### NON-PUBLIC SESSION

**Motion:** by Mike Kaminski, seconded by Bob Martel to enter into nonpublic session in accordance with RSA 91-A:3 II (a) at the request of the Town Administrator for a personnel matter.

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

The BoS took a 2-minute recess at 8:21 p.m. before entering non-public session to allow the room to clear.

The BoS entered nonpublic session at 8:23 p.m.

The BoS reentered public session at 9:04 p.m.

**Motion:** by Michael Kaminski, seconded by David Nault to exit the nonpublic at 9:04 pm.

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

There were no motions made during this nonpublic meeting.

David Nault asked the Town Administrator to schedule an interview with the person who applied for the Transfer Station vacancy for early next week.

**Motion:** by Michael Kaminski, seconded by Robert Martel to enter into a nonpublic session in accordance with RSA 91-A:3 II (d), time 9:05 p.m.

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

**Motion:** by David Nault, seconded by Robert Martel to exit the nonpublic at 9:40 pm.

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

There were no motions made during this nonpublic meeting.

Dave Nault asked the Town Administrator to contact the property owners to let them know that the Board would gratefully accept the land gift on behalf of the Town.

#### ADJOURNMENT

**Motion:** by David Nault, seconded by Robert Martel to adjourn the meeting.

Meeting adjourned at 9:46 p.m.

Respectfully Submitted,

---

Jennifer King, Recording Secretary

Signed:

---

David Nault, Chair

---

Michael Kaminski, Selectman

---

Robert Martel, Selectman