

**Dunbarton Board of Selectmen
Meeting Minutes
September 30, 2021**

A meeting of the Dunbarton Board of Selectmen (BoS) was held on Thursday, September 30, 2021 at 7:00 p.m. at the Dunbarton Town Offices.

Board members present:

Mike Kaminski, Selectman

Bob Martel, Selectman

Board Chair Dave Nault was not present.

Town Officials and others present:

Line Comeau, Town Administrator

Don Larsen, Cemetery Trustee

Jeff Crosby, Road Agent

Peter Jasilewicz, Resident

Bob Leonard, Resident

Leo Martel recorded the meeting for the benefit of citizens that were unable to attend (Linda Nickerson uploads the videos to YouTube).

Mike Kaminski 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 September 16, 2021 as written.

Discussion: none.

Vote: (2-0).

Motion: by Mike Kaminski, seconded by Bob Martel to approve the (8:23 p.m.) nonpublic meeting minutes of September 16, 2021 as written.

Discussion: none.

Vote: (2-0).

Motion: by Bob Martel, seconded by Mike Kaminski, to approve the (9:05 p.m.) nonpublic meeting minutes of September 16, 2021 as written.

Discussion: none.

Vote: (2-0).

PUBLIC COMMENT

Don Larsen of 32 Birchview Dr said that he was approached by Ted Hood of the Robotics team wondering if they could set up a tent to hand out candy on Halloween along the west side of the bandstand. The BoS was in agreement that this was fine, but that they should coordinate with the Garden Club so that it fits in with their plans. **Mike Kaminski** cautioned that should they see a spike in Covid cases right before the event, they may need to make the decision to cancel, so remaining flexible is important.

Don Larsen said that the Cemetery Trustees have been looking for available plots within the cemeteries. They did find a few that had been set aside by one family for at least the past 40 years, so they are looking into contacting the family to see if they still want them or if they are even aware of them.

Resident **Peter Jasilewicz of 7 Gorham Drive** said that he would like speed bumps installed along Gorham Pond Road in an effort to slow traffic down. **Mike Kaminski** explained that they have received information from NHMA and the Police Department, and they are waiting on information from the Road Agent as well. They are going to look at all of the information and revisit the matter at their next meeting on October 14th when they hopefully have a full Board present.

After a brief discussion, the BoS decided that they will resume their fall schedule meeting weekly with their next meeting occurring on October 7th. They will make sure to let Mr. Jasilewicz know of the meeting change.

Bob Leonard agrees with Mr. Jasilewicz, that speeding along Gorham Pond Road is a problem. People are driving much too fast along that road, and the PD has been stopping people in that area. He does not agree with the type of speed bump Mr. Jasilewicz would like to install but likes the idea of having something along the lines of a speed table instead. **Mike Kaminski** noted that it is a problem across town, not unique to one area. He can't really see them having speed bumps on all the roads across town. **Lee Martel** noted that that particular spot is more of a densely populated area, which would warrant such measures. **Bob Leonard** gave an example of the area by the park for the kids has a limit of 15 mph and people regularly drive through going at least 40 mph. **Mike Kaminski** said that some of those speed limit signs may not have been posted in an official capacity, adding that there usually has to be a speed study first, but he understands that there is a problem there. **Lee Martel** suggested tougher speed enforcement by police in the area.

TOWN BUSINESS

Hiring Action

Mike Kaminski said that he and Line Comeau interviewed a candidate for the transfer station attendant role in Transfer Station Manager Woody Bowne's absence. Both of them felt that he was very qualified and agreed to allow him to start work with approval of the BoS to follow.

Motion: by Mike Kaminski, seconded by Bob Martel to hire Cameron Lepage as a new Transfer Station employee at the Step I rate of \$13.66 as an attendant. Effective 9/23/2021.

Discussion: none.

Vote: (2-0).

Wreaths Across Dunbarton

Don Larsen said that Wreaths Across Dunbarton is now established as an LLC. He will now be opening a bank account in order to be able to transfer the balance for this project currently being held by the town on their behalf.

He asked that he be able to keep his donation box in the hallway at the town office and also at the Library when it reopens. All donations will be made out to “Wreaths Across Dunbarton.”

Don Larsen is working on a new project under the Wreaths Across Dunbarton umbrella, to place American flags on 54 telephone poles in town. He is coordinating with the utility companies to get permission. They would be put up around Memorial Day, taken down after D-Day, then put up for Independence Day, Labor Day and Veterans’ Day (to be taken down after each holiday). He asked if the BoS would be interested in participating. **Mike Kaminski** said they will discuss it at an upcoming meeting with a full Board. **Don Larsen** said that the total per flag (including mounts) is approximately \$60.

Bob Martel said that he appreciates him taking the steps to move the Wreaths Across Dunbarton money out of the care of the town, as it keeps things cleaner to keep them separate.

Mike Kaminski shared that they nominated Don Larsen for Volunteer of the Year. They should hear something around Nov. 15th.

Speed Bump Discussion

Discussed in public comment. Discussion to resume at the next meeting.

Review 3rd Quarter Expenses and Revenues

Line Comeau reviewed revenues and expenses for the 3rd quarter.

Expenses: She noted that the line for Zoning Board – Legal was budgeted at \$1,000; they are currently overspent by \$11,148 as it was a busier year in that department than expected. The new firm **that the Town uses for legal support has gotten positive feedback from the departments**, but they are a more expensive than **we are** accustomed to.

Mike Kaminski noted a lot of departments are doing well.

Line Comeau said that she asked Jon Wiggin to bill monthly for the volunteer firefighters to make things easier to track. She also noted that Old Home Day will be returning about \$1,200 to the town.

Revenues: A YTD balance of \$255,825 is needed to collect to meet their projected goal.

Accounting for what is **still pending for known funding** from **the Meals and Rooms, and the Highway Block Grant leaves an outstating amount of \$44,788. This** along with what is taken in by the Town Clerk for vehicle registrations **for September through December, is** (\$14,920 per month). **I expect that we will exceed our projected revenues.**

Set Overlay Amount

Discussion occurred regarding setting the overlay amount. Line recommended **setting aside no less than \$25,000**. The BoS was in agreement to defer this discussion to the next meeting to discuss **it with a full Board present.**

Email Discussion

Fire Chief Jon Wiggin attended a Mutual Aid meeting and returned with a recommendation that all towns/municipalities apply for a .gov domain. There is no cost to apply, and their IT support company will handle it for them. The BoS was in agreement to proceed with applying.

Mailbox Items

Mike Kaminski reviewed the following pieces of correspondence received since the last meeting.

- Email from School Street Café with Building Dept. response (continued discussion from 9/16 meeting).
Mike Kaminski feels that it is not the place of the BoS to overrule the decisions of the Building Inspector. **The Building Inspector** is following the rules of the state Fire Marshal, and Mike would like to follow his recommendations. It is a multi-use building with people living there, and a fire there would be a disaster. **The Board was** in agreement with the Building Inspector that a hood is required in keeping with the regulations from the State Fire Marshal. **The Board asked the Town Administrator to send a response on their behalf which** should state that the BoS is in agreement with the Building Inspector that a hood is required in order to remain consistent with the regulations set by the state Fire Marshal. Any further questions should be addressed to the Building Inspector.
- County Budget for 2021 portion of tax rate. Because of new property values, the estimated rate will be approximately \$0.07 lower. 2020 = \$2.63; 2021 estimated at \$2.56.
- Welfare department monthly update: preparations are underway for holiday baskets.
- Dunbarton Town Hall Restoration Committee meeting minutes from June and July.
- Donna Dunn email update regarding the second millstone.
- Dan Mullen response to the BoS request to research state archives, DOT, and County Registry of Deeds.
- HP Fairfield outstanding invoice for upgrade to truck (tommy gate lift) in the amount of \$1,200 – *discussion deferred to next week.*
- DOT notice asking for participation to speak up about transportation projects planned between 2023-2032. **Mike Kaminski** would like to reach out to Chris Remillard to ask him to add this to his calendar.
- Stamp machine cost for rental of new machine vs current machine. **Line Comeau** explained that they read the invoice incorrectly and the machine they were considering is not going to meet their needs as well as they thought, so they are not going to proceed with this.

PUBLIC COMMENT

Lee Martel asked about the status of the storage container at the Transfer Station. **Mike Kaminski** said that the problems with the door have been resolved.

Lee Martel also noted that he noticed that the **new** property owners at the end of Stark Lane has trimmed back the tree on their property, so it is now easier to see approaching traffic. He wanted to mention it because it looks great.

BOARD MEMBER ISSUES

Line Comeau said that with October approaching, she will need to submit a report for the **ARPA** Grant with the authorized expenses. Hopefully with the finalized MS-535, she will be able to give them an accurate revenue amount to adjust to. One of the requirements for the grant is that the individual managing the grant should be certified. There is a 3-Day course that she will be taking to become certified. She will be using the laptop from the office as needed to help complete the course. **Mike Kaminski** said that she should schedule some extra hours for her staff to help cover the office.

Bob Martel said that he was approached by a few people from the Historical Awareness Committee saying that they are being confused with the Historical Society. He feels that there should just be a link to their Facebook page listed on the town site to minimize confusion.

NON-PUBLIC SESSION

Motion: by Mike Kaminski, seconded by Bob Martel to enter into nonpublic session in accordance with RSA 91-A:3 II (c) at the request of Mike Kaminski

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

The BoS took a 2-minute recess at 7:54 p.m. before entering non-public session to allow the room to clear.

There were no motions or decision made during this nonpublic.

The BoS entered nonpublic session at 7:56 p.m.

The BoS reentered public session at 8:07 p.m.

ADJOURNMENT

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

Meeting adjourned at 8:10 p.m.

Respectfully Submitted,

Jennifer King, Recording Secretary

Signed:

Michael Kaminski, Selectman

Robert Martel, Selectman