

**Dunbarton Board of Selectmen
Meeting Minutes
February 27, 2020**

A meeting of the Dunbarton Board of Selectmen (BoS) was held on Thursday, February 27, 2020 at the Dunbarton Town Offices.

Board members present:

Mike Kaminski, Chair
Dave Nault, Selectman
Robert “Bob” Martel, Selectman

Town Officials and others present:

Line Comeau, Town Administrator
Jennifer King, Recording Secretary

Members of the public present:

Lee Martel
Don Larsen, Cemetery Trustee
Mary Girard, Library Director
Ken Swayze, Planning Board Chairman
Donna Dunn, Historical Awareness
Fred Mullen, Town Forest
Chuck Frost, Planning Board
Brian Pike, Planning Board
John Stevens, Energy Committee
Ron Jarvis, KTFCA, & Conservation Commission
Margaret Watkins, Conservation Commission
Dan Sklut, Police Chief
Nancie Stone
Pennie Hope Kimborowicz
Jason Kimborowicz,
Simone Kimborowicz

Lee 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 Dave Nault, to approve the regular meeting minutes of February 20, 2020 (7:00 p.m.) as amended.

Discussion: none.

Vote: (3-0).

PUBLIC COMMENT

None.

AGENDA ITEMS

Dedication of Town Report

Before presenting the dedication of the 2019 Town Report, Mike Kaminski read a brief history of the honoree and their involvement with the town. The 2019 Dunbarton Town Report is dedicated to **Kenneth “Ken” Swayze**.

TOWN BUSINESS

Mailbox Items

Mike Kaminski shared the following correspondence received since the last meeting:

- Building/Zoning Department Hours
Mike Kaminski stated that Donna White has been selected for Jury Duty, which will affect the business hours of the Building/Zoning department. The BoS was in agreement that they can reduce their business hours during the week, with decisions about those hours to be made by that department.
- Reimbursement Request
A request was received from a subcontractor that they reimburse him the cost of obtaining his CDL. **Mike Kaminski** explained that this request was denied because as a subcontractor, he is not eligible for reimbursement from the town for costs like this. **Dave Nault** felt that a letter should be sent to let him know **that this request is not part of the Personnel Plan**. **Line Comeau** said that she told him she would call him after the meeting occurs.
- Building Department Update
A copy of a letter sent from the Code Enforcement Officer to the owner of the property they received a complaint about (concerns that it was turning into a junkyard), This matter is a work in progress. Also received an update from the Building Department regarding their ongoing projects.
- Scam Emails
Mike Kaminski reminded all town employees that their computers are not necessarily always safe and to be aware of the emails they open and to not fall victim to scam emails.
- Political Signs

Mike Kaminski stated that a local political sign was found on Bow town property. He offered a reminder that there should be no political signs be placed on any town property, regardless of **the** town.

- Personnel Items

Mike Kaminski signed off on course completion for one of the police officers to be placed in the officer's personnel file.

- Transfer Station Help

Mike Kaminski restated that the Transfer Station is very much in need of part-time employees. They acknowledge that it is a department that sees a lot of turnover, especially in a good economy. However, if the staff shortage persists, they may eventually need to reevaluate how they handle their trash.

PUBLIC COMMENT

Leo Martel commented about a problem he is having with drainage on his property (**on Tenney Hill Road**). Every time it rains, he ends up with a lot of dirt that washes into his driveway because of the way the road is graded. **Mike Kaminski** said that they will consult the Road Agent before deciding how to proceed. **Brian Pike** suggested that the Town Engineer would be able to assist with the problem as well.

Brian Pike asked the Board if we still retain a town engineer, if so, it will cost the town a few dollars but could come up with some value of information for the Road Agent to use when upgrading that section of the road. **Michael Kaminski** thanked Brian for his recommendation which will be discussed with the Road Agent when the time comes.

Part-Time Personnel for PD

Mike Kaminski asked Chief Sklut for clarification on their plans for the hiring of a new officer. There was a misunderstanding over whether this person was hired to replace a person that was possibly leaving. **Chief Sklut** explained that they were looking to bring this person on regardless of the plans of the other employee. **Mike Kaminski** explained that it was not documented that a vote was done, leading to confusion over what had been agreed upon.

Discussion: Dave Nault thought that the Board had given approval at the last Board meeting. **Michael Kaminski** reiterated that there was never a formal vote of the Board to hire when we entered into the public meeting. **Bob Martel** agreed that when exiting the non-public, there was never a vote to hire the person, there was a consensus that what the department was going to do with the person for hiring subject of a background check and it was left at that, without a formal vote. **David Nault** asked the Chief if he would be able to stay within his part time budget if the individual

were to be hired. **Dan Sklut** replied the part time line is just a guideline, if we hired ten more people we would still be capped by what we have for scheduling the officers.

Motion: by Dave Nault seconded by Bob Martel to hire Chris Connelly as a part-time police officer **per the recommendation of the Chief to be used for limited duties throughout the town and to fill some of the** part-time hours that are available under their current budget. Mr. Connelly will be paid at the part-time officer rate.

David Nault clarified for the public, that Chris Connelly was the former Police Chief for the Town. He has a lot of experience and knowledge of the Town so when Chief Sklut approached the Board asking us to hire him, Dan stated that they would use him for some of the smaller events in the Town, but the Board had not gone through the formal hiring process.

Vote: (3-0).

PUBLIC COMMENT:

None

BOARD MEMBER ISSUES

Dave Nault said that the rolling gates are in **are complete and in** place at the transfer station. The fence is very nice-looking and functional and has provided a larger measure of safety.

Dave Nault said that Line Comeau **reminded him of** the task that was put off until after budget **discuss was completed. Dave stated that the task** was the RFP for the library roof correction. **Line Comeau replied** that she **had received** the final draft **of the RFP from Jeff Trexler**, and will now have time to work on finalizing it.

Dave Nault asked Line Comeau to invite the Emergency Management Committee **to the next Board meeting** to discuss their preparedness for the coronavirus should it arrive in town. **Dave stated that he didn't** feel it will become an issue **for the town**, but a quick discussion would be beneficial.

Bob Martel asked about logging. He **said he was** is curious if the town receives remuneration from the timber tax. Line **replied** that they do, **and explained the process of depositing a bond when cutting the State land managed by the Army Corp in the Town.**

Michael Kaminski asked the Town Administrator if there was any date set to post the town road? **Line Comeau** replied that the Road Agent sets that date, and she would inquire with him. **Michael Kaminski** asked that we remind him that

the roads are starting to get soft. **Bob Martel** also stated that many of the town roads are State road which don't get posted.

Line Comeau asked how long she should keep the library roof RFP open for. The BoS reached a consensus that one month should be enough time to received adequate bids. **Michael Kaminski** stated for the record that the RFP was designed by Jeff Trexler, and the bid language states that there is a requirement for a site meeting with Jeff Trexler.

Mike Kaminski said that there are not any bids on the old transfer station truck. **Line Comeau** said that the bidding is open until 3pm on March 5th.

ADJOURNMENT

Motion: by Dave Nault, seconded by Bob Martel, to adjourn the meeting.

Vote: (3-0).

The BoS adjourned at 7:37 p.m.

Respectfully Submitted,

Jennifer King, Recording Secretary

Mike Kaminski, Chair

Dave Nault, Selectman

Bob Martel, Selectman