

**Dunbarton Board of Selectmen
Meeting Minutes
December 9, 2021**

A meeting of the Dunbarton Board of Selectmen (BoS) was held on Thursday, December 9, 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
Jon Wiggin, Fire Chief
Linda Landry, Town Clerk
Hope Arce, Deputy Town Clerk

Mark Landry, Resident

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 7:00 p.m.

OLD BUSINESS

Approve Minutes

Motion: by Bob Martel, seconded by Mike Kaminski, to approve the (7:00 p.m.) regular meeting minutes of December 2, 2021 as amended.

Discussion: none.

Vote: (3-0).

Motion: by Mike Kaminski, seconded by Bob Martel, to approve the (8:56 p.m.) nonpublic meeting minutes of December 2, 2021 as written.

Discussion: none.

Vote: (3-0).

PUBLIC COMMENT

None.

TOWN BUSINESS

Proposed Budget for Election, Registration & Vitals

Town Clerk Linda Landry presented the BoS with her proposed budget for 2022.

Dave Nault asked why their elections seemed to be cheaper than expected. **Linda Landry** said they really did have a lot of volunteers that declined compensation so that helped to defray some of the costs. **Mike Kaminski** noted that the ballot clerks are paid very little. Linda agreed, adding that the Supervisors of the Checklist and Moderator aren't paid a lot, either. **Dave Nault** asked Linda to perform a survey of similar nearby towns to see what they pay their elections staff. She said that she will be sticking with ordering individual lunches through Constantly Pizza.

Linda Landry requested a mileage reimbursement for the miles that she puts on her personal vehicle for town business. She is currently putting 2102.16 miles on her vehicle per year.

Linda Landry said that she wants to make sure that they put a lock on the storage pod that the election supplies are kept in. She also has learned that there are other items not related to elections being kept in there, and she would like to request that this not happen. They have a lot of expensive and hard-to-replace equipment in there, as well as equipment from the state, and she does not want to take a chance of anything being damaged or disappearing. **Dave Nault** said that there is currently not a lot of storage space available for town property, and because the trailer is large and nearly empty, they told Don Larsen he could keep the new flags in there. Linda said that she understands that space is limited, but because she is responsible for these items and does not want to take the chance of things getting damaged like they did when they were stored at the school. Linda offered a lock to be placed on the storage unit until they can come up with one to put on it.

Linda Landry noted that the E-Reg numbers for vehicle registration are similar to last year's, so many people are continuing to register online.

Dog Warrant

Dave Nault signed off on the Dog Warrant from the Town Clerk on behalf of the BoS.

Proposed 2022 Fire Department Budget

Fire Chief Jon Wiggin presented a relatively level-funded proposed 2022 budget for the Fire Department.

Discussion occurred regarding the Fire Department generator.

Discussion also occurred regarding the sewer pump and electrical panel repairs. The BoS asked Chief Wiggin to get some invoices/quotes for the work so that they may encumber the funds from this year's budget.

Chief Wiggin updated the BoS on their frequency of calls. It has been up overall, with the number of daytime calls increasing as well. After a brief reprieve in November, they are starting off December very busy.

Chief Wiggin gave a brief Covid update. They are transferring Covid patients, they are on a definite uptick. The hospitals are getting a little overwhelmed with the numbers of patients, which has affected how quickly they are able to get patients safely unloaded. They are staying cautious; they routinely disinfect, and they handle the care of every patient as though they were Covid positive.

Central NH Regional Planning – Hazard Mitigation

The BoS approved Donna White to work with CNHRP to file their annual hazard mitigation report. This filing is necessary to maintain eligibility for federal grants, etc.

Town Hall Second Floor Use Policy

Dave Nault presented the BoS for their review the Dunbarton Town Hall Second Floor Use Policy that was developed by the Restoration Committee. He reviewed some key points, noting that he made sure that the BoS would have approval power regarding usage of the space. Discussion occurred regarding a usage fee to cover maintenance, utilities, etc.

Holiday Hours

The BoS decided that the Town Offices will close at 2 p.m. on December 23rd.

Holiday Gift Cards

The BoS decided to give the employees \$25 grocery gift cards for the holiday.

Mailbox Items

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

- Memorandum update for second review of travel allowance discrepancy. There were no errors found.
- Email update from MPC for estimated time to complete repairs to the front entrance of the Town Hall/Library building. The estimated project start will be mid-January and will take 2-3 weeks to complete, weather-permitting). Will notify the town 2-weeks prior to start.
- Report of injury of a transfer station employee (strained knee). **Mike Kaminski** is concerned that they are placing their employees at risk by the amount of overtime they are working, and he would like to stop all overtime immediately. **Bob Martel** agreed, adding that they often find out about overtime after it has already been worked. He would like to go so far as to say that if he sees any further overtime hours from that department that has not been pre-approved by the BoS, then it will be considered unauthorized overtime that will not be paid. Discussion continued regarding reasons and circumstances under which the overtime is occurring. Line Comeau added that it would be beneficial for them to better monitor their time earlier in the week so that they have more to work with at the end. Bob Martel suggested altering hours of operation.
- The BoS advised Line Comeau to send Transfer Station Manager Patrick “Woody” an email stating that:

The BoS has decided now that the department is manned strong enough to eliminate any unauthorized overtime (over 40 hours). Authorization of overtime will need to be given by the BoS at their Thursday night meeting. If he can't make the meeting, then she can forward his request on his behalf.

Dave Nault added that he would like to have Woody come in for a discussion on the demo items he is taking in (a/c units, mattresses, etc.) to determine if it is cost-effective for them to take the items they do.

Mike Kaminski suggested having Bow make a couple of trash runs for them if they are particularly short-handed.

- Request from Patrick "Woody" Bowne to be paid for outstanding leave, currently at 106.25 hours.

Motion: by Bob Martel, seconded by Dave Nault, to approve Transfer Station Manager Patrick Bowne to use the 34.25 hours of vacation time he currently has by the end of January. The balance of his leave (72 hours) will be paid to him in a check at the end of the year.

Discussion: nothing further.

Vote: (3-0).

Motion: by Dave Nault, seconded by Bob Martel to pay Line Comeau the vacation time she currently has left (14 hours)

Discussion: none.

Vote: (3-0).

- Transfer Station Update
 - Update on overtime for current week and next week.
 - Time clock is installed.
 - Holiday hours: Tuesday and Wednesday regular business hours. Will be closed on Sat. Dec. 25th and Sat. Jan. 1st.
- Merrimack County proposed budget for 2022 (overall increase of 1.59% over 2021 or \$1,533,093).

PUBLIC COMMENT

Lee Martel noted the History Room at the Library looks great.

Lee Martel said that there was an attendee at a meeting he was at that potentially had Covid. Everyone else at the meeting was notified except for him (he did end up hearing from Mike Kaminski).

BOARD MEMBER ISSUES

Mike Kaminski noted that his comments regarding the library Covid protocols were apparently premature, as it is now clearly apparent that cases are up, everywhere.

Discussion occurred regarding remaining signage around the Common.

The next meeting will be held on Thursday, December 16, 2021 at 7 p.m.

NONPUBLIC SESSION

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

Nault-yes. Kaminski-yes. Bob Martel-yes.

The BoS took a brief recess at 8:47 p.m. to allow the room to clear for nonpublic session.

The BoS entered nonpublic session at 8:49 p.m.

The BoS reentered public session at 9:06 p.m.

There were no motions made during this meeting.

ADJOURNMENT

Motion: by Mike Kaminski, seconded by Dave Nault to adjourn the meeting.

Vote: (3-0).

Meeting adjourned at 9:07 p.m.

Respectfully Submitted,

Jennifer King, Recording Secretary

Signed:

Dave Nault, Chair

Michael Kaminski, Selectman

Robert Martel, Selectman