

Board members present:

Town Officials and others present:

Dave Nault called the meeting to order at 7:00 p.m.

Approve Minutes

Discussion: none.

Vote: (3-0).

Discussion: none.

Vote: (3-0).

Don Larsen stated that there will be another Covid-19 vaccination clinic held on January 5 from 9 a.m. to 2 p.m. in the school library.

Proposed 2022 Library Budget

Mary Girard presented a relatively level-funded budget including the 3% salary increase. The Health insurance has decreased, she also noted that she had applied for a 2nd ARPA Grant for 2022 which is for \$10,000 if awarded. They are looking to use

these funds to purchase rolling shelving that will allow them to increase floor space inside the library by about 50%.

Dave Nault updated the trustees regarding the 2nd floor sprinkler system work as well as the front step repair they have scheduled in the coming weeks. He also noted that they are looking into obtaining another storage container that they would keep at the highway garage that will help them free up space.

Mary Girard encouraged residents to approach them at the Library with any questions or concerns they may have. The Trustees meet every month and people are welcome to attend their meetings as well.

Mike Kaminski asked about a low water pressure issue with the sinks at the library. Line Comeau said that Woody Bowne looked at them and determined that it was time to replace the sinks/faucets as they are quite old. The BoS decided to have their handyman take a look to see if he can replace them or if they will need to hire a plumber.

Mary Girard updated the BoS regarding the splash guards in place over the entryway. She said that if the work is completed on the 2nd floor, they will not need them next year. If not, then she will ask to have them extended a little next year, but they are working and protecting the doorway.

Proposed 2022 Cemetery Budget

Don Larsen presented the BoS with the cemetery trustee budget for 2022. He outlined some changes that they are planning for each cemetery:

Pages Corner: changes to the layout including tree removal and widening of paths/roads. These changes would create greater access through the cemetery for larger vehicles. They have obtained approvals from abutting property owners for the tree cutting.

Center: there is an increase in people choosing cremation as an option, which is something they need to be prepared for in terms of space, so they would like to look into expanding their cremains garden in Center Cemetery.

East: detailed some work to be done at the East Cemetery (cleaning out rocks, putting down loam, etc.).

Don Larsen also noted the hard work that the trustees have put into mapping and making sure that their records are accurate.

The BoS reviewed the cemetery trustee budget line by line. Increases include their landscaping/mowing contract, mapping software licensing, headstone cleaning/repair, loam/weed control, hearse house maintenance (repairing the ramp).

Dave Nault expressed concern that the budget request is more than double from last year.

Mike Kaminski suggest they put the funding for the fencing into a Warrant Article, which would reduce his requested budget to a more palatable amount for the voters. **Lee Martel** asked about the figure for the fencing (\$8,000). He said that he just put some cedar rail fencing up at home that would be a lot more cost effective. Discussion occurred regarding lumber prices.

Lee Martel asked about what the increase is for in Mapping Services (Software). **Don Larsen** explained that it is for the public to be able to access the information online for genealogy research, etc.

Lee Martel stated that the funding for the work on the Hearse House shouldn't be listed as Maintenance; he feels that it qualifies as new construction. Discussion occurred regarding account labels/names.

Position Appointments

Mike Kaminski clarified that Sgt. Remillard will be sworn into the position of Police Chief on December 30 and that the contract is in place. The contract supersedes any sort of appointment letter. He recommends that they defer action on this item.

Motion: by Dave Nault, seconded by Mike Kaminski, to promote Brian J. Tyler to the position of Sergeant of the Dunbarton Police Department effective December 30, 2021 (increased pay rate effective for the pay period beginning January 2, 2022).

Discussion: nothing further.

Vote: (3-0).

Review Estimated Bond Rates

Line Comeau presented the BoS with the bond rates for the proposed bond for paving (10-year is 1.5% and 15-year is 2%) and the procedure for placing the bond on the warrant. Discussion occurred regarding possible implications for future budgets. Mike Kaminski expressed concern that the interest rate could increase before March due to the Fed's stated intention to increase rates.

Review proposed language for 2022 Volunteer Firefighter Wages

The BoS reviewed and approved the proposal to pay volunteer staff for their training time (funds are already available in his budget).

Covid-19 Increase

Bob Martel said that the increase of Covid-19 cases in town was discussed at the recent Joint Loss meeting. Cases are at the highest level they have been since the start of the pandemic. He thinks they should consider returning to appointment-only services. **Line Comeau** said that according to office staff, the way they are currently operating is working well. The stanchions in place are effective at controlling the flow of people in and out of the building. **Bob Martel** expressed concerns about the increased transmissibility of the new omicron variant, so the staff should be free to make that decision to switch to appointment-only should

they decide it becomes necessary. **Line Comeau** noted that staff is vaccinated, and some staff have had family exposures but have not experienced symptoms themselves, so they wear masks and take other precautions to mitigate risk.

Mailbox Items

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

- Emailed Transfer Station update from Patrick “Woody” Bowne regarding different hours being worked on Friday by the Assistant Manager, as well as a statement regarding changes to the manager’s hours in light of an incoming storm. The BoS asked Line Comeau to follow up with Woody for clarification on his hours and if he is requesting overtime or not. **Mike Kaminski** noted that no overtime has been approved for this week. **Dave Nault** stated that the Board needs to recognize his overtime hours because of the impending storm that is supposed to start on Saturday. **Bob Martel** stated as he had in the past that we can’t make decisions to emails so if it isn’t discussed before the Selectmen then it would be consider unauthorized overtime.

- Email from Town Clerk regarding storage containers. **Linda Landry** suggested they look into getting a portable storage container for the election equipment, adding that it would cut down on the amount of trips made between storage and the election site. **Dave Nault** noted that they budget the transfer station employees to help for 3-4 hours per election, and they only work maybe 2, so he doesn’t see that there will be much of a cost savings there. Discussion occurred regarding care and responsibility of election equipment.
Mike Kaminski does not feel that they should be loaning out the equipment (stanchions, etc.) for use at other events. **Lee Martel** noted that they need to make sure that someone is inspecting the equipment upon return to ensure that everything is there and that nothing was damaged. If the Town Clerk is responsible, then she needs to check them. If the BoS is responsible, then they should be in charge of this task.

- Air quality test quote from RPF Environmental. **Line Comeau** said that they received one quote for air quality testing as discussed at a previous meeting. It was also brought to their attention at the Joint-Loss meeting that there is an issue with mold in the backroom closets of the Town Clerk’s office. She would like to proceed with the quote received from this company as they have been very responsive. She has not heard back from the other company she reached out to.

Motion: by Dave Nault, seconded by Mike Kaminski to accept the quote from RPF Environmental in the amount of \$1,780 for mold/air-quality testing of the town offices.

Discussion: none.

Vote: (3-0).

- The BoS chose the photo for the cover of the Annual Town Report

- Merrimack County Annual Report for y/e December 31, 2020.
- Interview scheduled next Wednesday for a transfer station attendant
- Thank you card from Wreaths Across Dunbarton.
- Numbers received from Town Clerk regarding wages paid by surrounding similar sized towns for Town Moderator and Supervisors of the Checklist.
- The BoS signed off on wage scales for the fire department.

BOARD MEMBER ISSUES

Line Comeau went to the transfer station after the joint-loss meeting and noted that the time clock is installed and being used.

Mike Kaminski said that he reviewed some vacation concerns for the police department and found some savings for the town.

Dave Nault said that the Planning Board accepted the Guiney application for Kelsea Road and there will be a site walk next week. The other applicant pulled his application, and it will be continued to next month. **Mike Kaminski** noted that Brian Pike gave his notice on the Planning Board.

The next meeting will be held on Thursday, December 30, 2021 at 7 p.m.

ADJOURNMENT

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

Vote: (3-0).

Meeting adjourned at 9:09 p.m.

Respectfully Submitted,

Jennifer King, Recording Secretary

Signed:

Dave Nault, Chair

Michael Kaminski, Selectman

Robert Martel, Selectman