

**Dunbarton Board of Selectmen
Meeting Minutes
March 31, 2022**

A meeting of the Dunbarton Board of Selectmen (BoS) was held on Thursday, March 31, 2022 at 7:00 p.m. at the Dunbarton Town Offices.

Board members present:

Mike Kaminski, Board Chair
Dave Nault, Selectman
Justin Nault, Selectman

Town Officials present:

Line Comeau, Town Administrator
John Trottier, Town Moderator
Patrick “Woody” Bowne, Transfer Station Manager

Members of the Public present:

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 Dave Nault, seconded by Justin Nault to approve the regular minutes of March 24, 2022 as amended.

Discussion: none.

Vote: (3-0).

Motion: by Justin Nault, seconded by Dave Nault to approve the (8:24 p.m.) nonpublic minutes of March 24, 2022. These minutes were sealed.

Discussion: None

Vote: (3-0).

Motion: by Dave Nault, seconded by Mike Kaminski to seal the (8:24 p.m. nonpublic minutes).

Discussion: none.

Vote: (3-0).

Motion: by Mike Kaminski, seconded by Dave Nault to approve the nonpublic minutes of March 24, 2022.

Discussion: None

Vote: (3-0).

PUBLIC COMMENT

Town Moderator **John Trottier** of 300 Stark Highway North thanked the BoS, the election staff and all election volunteers that helped make for a good Town Meeting and election.

TOWN BUSINESS

Accept Funds from HealthTrust

Motion: by Dave Nault, seconded by Justin Nault to accept per RSA 31:95-b III (b) the amount of (\$500) from HealthTrust Wellness as a contribution to be used at the discretion of the Wellness Coordinator (Donna White).

Discussion: Mike Kaminski explained that the money goes toward the health and wellness program for the employees.

Vote: (3-0).

Pest Control Quotes

Mike Kaminski revisited the discussion regarding pest control from the last meeting. He proposed that they go with an initial treatment to clear the building. ~~and then revisit before the fall to prepare for rodents entering the building.~~ It was noted that ants/insects are a problem in the spring/summer.

Motion: by Dave Nault, seconded by Justin Nault to accept the bid from Monadnock to seal the Town Office building (\$1295) and treat it for rodents, ants and other insects (\$235 initially, plus 3 quarterly treatments for \$135) for a total of \$1935.

Discussion: none.

Vote: (3-0).

1st Quarter Expenses and Revenues

Line Comeau reviewed first quarter revenues.

Notable items:

- Should see some substantial revenue through land use soon. Business and licenses revenue on the books so far is \$125,852. March funds will add another \$104,041 to that total once finalized.
- They've received their first highway block grant of the year.
- The Transfer Station is seeing a lot of **revenue from** recycling materials. They've already almost met their budgeted amount already.

Line Comeau reviewed first quarter expenses:

Notable items:

- Government Buildings: a number of expenses have been approved, and they are at 52% (will add the \$1,935 that was just approved for pest control).

- Legal budget will definitely be **paid out** this year.

Air Quality Test Results

Tabled for review. **Dave Nault** noted that most everything except for relative humidity was at or below normal limits.

Transfer Station Update

Woody Bowne joined the BoS to provide an update on the Transfer Station:

There has been an issue with employee cell phone usage during work hours but noted that there is no specific policy in place to address the issue. He also has difficulty getting people to work on Saturdays.

Request to sell unused town equipment: **Woody stated that he had a** double-lined waste oil tank. They now use 55-gallon drums for their waste oil storage. Oil companies would charge them to pick it up. Suggested they look into selling it or putting it up for auction. He also has an extra skid steer plow. He **also** has an old snowblower that he has been trying to repair, but it is junk, so it can be disposed of **or sold as is, along a couple of** lawnmowers.

- The BoS were in consensus for Woody Bowne to pursue avenues of disposal for these items.

He would like to look into obtaining a set of scales to weigh their demo items. This is an item that he is looking at for the future.

Another item he would like to look at for the future is a shelter for vehicles and equipment.

Staffing: Woody Bowne said that he feels that they are getting to a point that they will need to look at adding another full-time position this year.

Discussion occurred regarding a workshop in June to address the adjustment of fees for all town departments.

Uniforms: Woody Bowne asked the BoS for some guidance regarding the renewal of the uniform contract. He is not happy with the service, supply and quality received from their current company.

Roof problems: Woody Bowne said that another item they will need to look down the road at is a new metal roof on their building. They are still having problems with leaks despite the measures they've taken in the past to mitigate them. He will have their handyman take a look to see if he can see where the leak is and go from there.

Hiring

Woody Bowne said that out of 7 applicants that he scheduled for interviews, there were 4 no-shows, one showed up and left, interviewed one yesterday, another

today and another on Saturday. There is one candidate that he has interviewed so far that is promising.

Mike Kaminski proposed bringing on Waste Management to do their trash hauls. **Woody Bowne** said that they are still in a contract with the Bow Recycling until the end of this year. **Mike Kaminski** said that his goal is to bring someone in that could make the runs to Bow Recycling in Woody's place. He doesn't want Woody to get burned out, and he wants him to have ample time to train the new employees they will be bringing on. Woody said that he would rather see the money they would spend on an outside hauler to go to the employees instead. He needs to have someone in there that will be able to run the place effectively in his absence, and money is a major motivator for people in today's job market. Discussion occurred on the best ways to effectively staff and retain employees.

Mailbox Items

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

- Town Clerk Appointments.

Motion: by Dave Nault, seconded by Mike Kaminski to appoint the following:

- Judy Keefe, Alternate Cemetery Trustee through March 2023
- Mark C. Lang, Dunbarton Old Home Day Committee through March 2023
- Elizabeth Boucher, Town Hall Restoration Committee through March 2023
- Curt McDermott, Town Hall Restoration Committee through March 2023
- Cindy Lou Pinard, Town Hall Restoration Committee through March 2023
- Margaret Watkins, Town Hall Restoration Committee through March 2023

Discussion: none.

Vote: (3-0).

- Email from Transfer Station Manager Woody Bowne regarding some staff departures.
- Ethics meeting on Tuesday April 12.
- Hazard mitigation meeting. Dave Nault will attend.
- Repair Quote for damage to fence at transfer station.

Motion: by Dave Nault, seconded by Mike Kaminski to accept the repair quote for \$460 to repair fence damage.

Discussion: none.

Vote: (2-0-1, J. Nault abstained)

- John Wiggin submitted an updated Emergency Response Plan for approval. BoS signed off on the updated plan.

- Line Comeau submitted calendars for the BoS to review to decide upon their summer schedule for this year. The BoS decided upon schedule B. The BoS meeting on April 21 will be cancelled.
- Contract proposal for the library was received. It will be submitted for review by the town's legal counsel at the beginning of next week. Discussion occurred regarding spending and the possibility of rising costs during the course of the project. Once the contract is accepted, there will be a pre-construction meeting. Dave Nault will be giving an update to the Planning Board on April 6th.

PUBLIC COMMENT

Lee Martel asked if they were addressing the parking issue in the daytime. **Line Comeau** said that she has been buried in work, but she was reminded by Justin Nault today, and she may delegate that to her bookkeeper to see if he can draft a memo to send to the owners of the café.

BOARD MEMBER ISSUES

None.

NON-PUBLIC SESSION

Motion: by Mike Kaminski, seconded by Dave Nault to enter into non-public session in accordance with RSA 91-A 3 II (b) for a hiring action at the Transfer Station

Kaminski- yes. D. Nault- yes. J. Nault-yes.

The BoS took a 2-minute recess at 8:33 p.m. to allow the room to clear for nonpublic session.

The BoS entered nonpublic session at 8:35 p.m.

The BoS reentered public session at 9:15 p.m.

Motion: by Mike Kaminski, seconded by Justin Nault to hire Bradford Marsh at the Step I Attendant at the rate of \$14.84 contingent on passing the required physical.

Kaminski- yes. D. Nault- yes. J. Nault-yes.

CONTINUED BUSINESS:

Dave Nault asked to speak on the Air Quality testing by RPF Environmental that was done on the Town Office Building. He mentioned that he had read the report in its entirety. His take on the report is that everything that is reported is less than any dangerous level outside of two areas in the building that had an elevated number for humidity. This number could be a direct result of the time of year that the samples

were taken. Dave stated that he did not think that any action should be taken at this time. Michael Kaminski stated that as a preventative, we could ask the cleaning lady to treat the mold behind the water bubbler with bleach and ask the Town Clerk to work with her to wipe down the old books kept in that room to reduce any spores from building up in that area.

ADJOURNMENT

Motion: by, seconded by to adjourn the meeting.

Vote: (3-0).

Meeting adjourned at 9:32 p.m.

Respectfully Submitted,

Jennifer King, Recording Secretary

Signed:

Michael Kaminski, Chair

David Nault, Selectman

Justin Nault, Selectman