

**Dunbarton Board of Selectmen
Meeting Minutes
May 12, 2022**

A meeting of the Dunbarton Board of Selectmen (BoS) was held on Thursday, May 12, 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
Jeff Crosby, Road Agent
Don Larsen, Cemetery Trustee
Enid Larsen, Garden Club

Members of the Public present:

Bob Martel

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 April 28, 2022 as written.

Discussion : none.

Vote : (3-0).

PUBLIC COMMENT

None.

TOWN BUSINESS

Cemetery Tree Maintenance

Don Larsen noted the need for some tree limb removal around some of the cemeteries. The BoS would like to wait until the fall to see where they are at with their maintenance budget.

Flag Update

Don Larsen said that they received approval from Eversource to place the flags on the poles, but they are not able to put the solar lights up with

them. He is looking to the BoS to determine how to proceed. The BoS asked Don to follow up with them to see if they will reconsider, stating that the town does not see any potential safety concerns with the way the lights are mounted, noting that they are mounted on the flagpole, and not the utility pole.

Public Comment: Bob Martel suggested he ask for their reasoning in not allowing the lights. **Don Larsen** said that their policy is that there be nothing electrical on the poles.

Garden Club Request

Enid Larsen said that the Garden Club is looking for beautification projects around town for this year. They measured the small triangle at the end of the School Street where it ends at Route 13. She also noted that they awarded a scholarship to a local student that is going into the agricultural field. They are going to involve him in the project so that he can have the experience of planning the layout and selecting the plants.

➤ *The BoS was in consensus to allow the Garden Club to install plants in that area.* **Mike Kaminski** asked Enid to write something up for the town website to give the Garden Club some recognition.

Mileage Reimbursement Review

The BoS revisited the topic of mileage reimbursement for elected town officials. **Dave Nault** said that they will be reviewing this during their annual policy review in July. **Mike Kaminski** said that this topic will be on hold until then.

Building Inspector Job Description

In lieu of the resignation notice submitted by the Building Inspector, the BoS reviewed the job description for the position. The BoS agreed to make the following changes to the job description:

- Change ‘Minimum Qualifications Required’ to ‘Recommended Qualifications.’
- Change the 10 years’ experience requirement to 5 years’ experience.

Construction Contract Change Request

Dave Nault said that there is a proposed change order on the construction project. The lead time on their ERV system is 22-26 weeks. In reviewing the project, they looked into some alternatives to reduce that lead time. Their options included paying \$5,000 to get the lead time on the current unit reduced by 4 weeks or paying \$1,200 for an alternative system with a 10-week lead time. Everyone involved in the project agrees that the latter option is the better of the two.

- *The BoS was in consensus to agree to the change request to pay the \$1,200 to switch to the alternative system with the 10-week lead time. Total amount of the change request is \$1,344.*

Construction Project Update

Dave Nault said that the footings have been poured for the addition. They will be cutting the wall going into the basement tomorrow. They will also be doing some work where the slab goes, and hopefully the slab will be complete next week. He has been attending multiple site meetings with Jeff Trexler this week.

Dave Nault shared some concerns they've had over price increases, and the electrician is working on getting their pricing approvals completed before increases take effect.

Mailbox Items

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

- Line Comeau reached out to a cleaning service to handle cleaning of the town offices as their current cleaning person has resigned. They are interested in coming in to see the area. The BoS reviewed the estimate offered by Johnson and Johnson Cleaning Services.

Dave Nault stated that the weekly service cost for one full year would be \$7,800 per year. The total needed for the remainder of this year is \$4,950. We currently have \$4,430 left in remaining budget for that line item. Mike Kaminski said that perhaps they could also provide services for the library and the new addition once completed. Brief discussion occurred about maintenance fees for usage of the renovated space.

- *The BoS was in consensus to bring on this cleaning company for a 6-month trial.*
- Resignation letter from Building Inspector Mike Cumings.
- No new applicants for the Transfer Station Assistant Supervisor position. **Line Comeau** will take the ad for the part-time attendant down and put the Assistant Supervisor position back up.
- Email from Building Inspector concerning the steel fire escape at the library.
- Chicoine Construction is still awaiting the receipt of stamped drawings from the electrical engineer.
- Wetlands application submitted through the Town Clerk's office.

PUBLIC COMMENT

None.

BOARD MEMBER ISSUES

Line Comeau reminded the BoS that there will be a Public Hearing at their regular meeting on May 26th regarding Road Projects.

Dave Nault attended the Town Forest Committee meeting and received permission to purchase a salt-resistant maple tree to be placed in front of the Town Hall/Library (near the statue). Curt Rubin of CR Hardscapes will transport and install the tree at no charge. The total budget for the tree was \$3,000, and the tree cost \$2,200, so the rest will be put toward the transportation costs and suitable soils to transplant the tree into.

Dave Nault said that they took a look at the cement remnants and debris found around the library. He said he doesn't care if they put it into the hole that is out there, but it needs to be moved out of where it is.

Dave Nault said the tanks have arrived for the sprinkler system. **Dave said he spoke to Jeff Crosby to see if they could be stored at the Highway Department until they are needed for installation.**

Dave Nault had some Transfer Station employees help out for about an hour or two this afternoon clearing storage items from the **basement**. **Dave Nault wanted to recognize the transfer station employees for all their help and working additional hours.**

Mike Kaminski noted there are still some items that Librarian Mary Girard needs to have removed. **Mike Kaminski asked** if there are items that need to be disposed of, can they use the dumpster for that purpose? **Dave Nault** said that he will follow up with her on that.

Lee Martel asked about the location of the Memorial Day bunting, etc. **Dave Nault** confirmed that there was a plastic storage tub of them downstairs by the entryway. He **would** double-check to see if anyone moved it.

Mike Kaminski said there are still a lot of items being stored that need to be moved **from the second floor**.

NON-PUBLIC SESSION

Motion: by Mike Kaminski, seconded by Justin Nault to enter into non-public session in accordance with RSA 91-A 3 II (b) to discuss a **hiring action for** the Building Department.

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

The BoS took a 2-minute recess at 7:46p.m. to allow the room to clear for nonpublic session.

The BoS entered nonpublic session at 7:48 p.m.

The BoS reentered public session **at 8:20 p.m.**

There were no motions made during this nonpublic.

MOTION:

Motion by David Nault, seconded by Michael Kaminski to hire David Cormier for **up to** three days per week at Step II \$23.24 rate for the Building Inspector position.

ADJOURNMENT

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

Vote: (3-0):

Meeting adjourned **at 8:24 p.m.**

Respectfully Submitted,

Jennifer King, Recording Secretary

Signed:

Michael Kaminski, Chair

David Nault, Selectman

Justin Nault, Selectman