

**Dunbarton Board of Selectmen  
Meeting Minutes  
October 13, 2022**

A meeting of the Dunbarton Board of Selectmen (BoS) was held on Thursday, October 13, 2022 at 7:00 p.m. at the Dunbarton Town Offices.

**Board members present:**

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

**Town Officials present:**

Line Comeau, Town Administrator

**Members of the Public present:**

David Croft, Merrimack County Sheriff  
Steve Drewes  
Donna Dunn, Dunbarton Historical Awareness Committee  
Fred Mullen, Dunbarton Historical Awareness Committee  
Nora LaMarque, Vice President, Dunbarton Garden Club  
Sharon Conway, Dunbarton Garden Club

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 meeting minutes of September 29, 2022 as amended.

**Discussion:** Mike Kaminski pointed out that there was a section that discussed their purchasing policy. He **made** a point of order, noting that the **BOS** are following **the** purchasing policy that was adopted in April of 2014 and amended in 2015 at town meeting. However, the recommendation of Robert Martel at the last meeting to seek additional bids to ensure taxpayers “get the best value” was noted and the BoS has fully committed to ensure that future purchases follow this recommendation as appropriate.

**Vote: (3-0)**

**Motion:** by Justin Nault, seconded by Dave Nault to approve the nonpublic meeting minutes of September 29, 2022 as amended.

**Discussion:** none.

**Vote: (3-0)**

**Motion:** by Mike Kaminski, seconded by Dave Nault to approve the public meeting minutes of September 28, 2022 as written.

**Discussion:** none.

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

#### PUBLIC COMMENT

**Fred Mullen** of Stark Lane said that he received an email from Jackie Kennedy letting him know that her husband Steve passed away. Steve was a Dunbarton Selectman in the 1980's.

#### NEW BUSINESS

##### Merrimack County Sheriff Department

**Sheriff David Croft** told the BoS that he is making an effort to reach out to each town in the county to introduce himself and educate and inform them of what his office actually does. He has been in law enforcement for 38 years. He explained the jurisdiction, authority and history of the Sheriff's office. The taxes that Dunbarton residents pay do support the Sheriff's office, and they work very hard to maintain a budget that stays within everyone's means. They assist with a variety of situations and provide a number of services:

- Prisoner transport.
- Civil process (eviction enforcement, property repossession, etc.) Sheriff Croft noted that eviction enforcement is a common request, and they do their best in offering people information on the resources and services they can use going forward.
- Warrants Unit: deputies that work to track down people with active warrants.
- Detective unit that helps some communities by lending their resources to assist with larger cases.
- Communications department for 17 communities
- Court Security
- DARE Program
- Provides backup for area police departments.

**Dave Nault** asked why he thinks it is former chiefs tend to join the Sheriff's office. Sheriff Croft answered they are typically nearing the end of their careers and the office tends to provide a bit of a slower pace than other law enforcement branches. He went on to describe the current challenges of finding adequate staffing within the departments and other municipal positions.

##### Class VI Road Questions

**Steve Drewes** is currently **considering purchasing** a piece of property that is on a Class VI Road. There is a section of this road that is undriveable. If he buys the property, he wants to know if he has permission to fix the road enough to allow a vehicle to pass. **Mike Kaminski** said that the road would have to be brought up to a certain minimum standard, but he would want to ensure that it is completed

with the coordination of the Road Agent. This is to ensure that the proper material is used on the project to avoid deterioration. Discussion occurred regarding the requirement for the road to be upgraded to a Class V road before he would be able to build on the lot. **Dave Nault stated that the roadway will have to be updated past the lot corner for the required frontage for that Zoning district, and if the road is not within, then a turnaround would have to be created on the applicants lot per Town standards.** Line Comeau will help to get Mr. Drewes connected with the Road Agent.

#### Dunbarton Historical Awareness Committee

**Donna Dunn** stated that she and Gail Martel would like to be included in any discussions regarding roof repairs on the bandstand. They are the last remaining members of the town common project, and they have ideas and input they would like to offer.

#### **Historical Signs**

**Donna Dunn** told the BoS that they would like to install metal signs (like the brown ones the state uses) at the old schoolhouse sites in town. They would be similar to the brown signs that the state puts up in some historical areas. They once had 11 school districts. They would be working with the sign shop at the prison to produce them. They have identified the sites and have spoken with one property owner; they still need to reach out to the others. They would like the signs to be simple and smaller for the sites that are in residential areas. **The Board of Selectmen were in consensus in erecting and installing these signs.**

**Fred Mullen** asked if they run into a problem reaching a property owner if there are other resources they can use in an effort to make contact. **Donna Dunn** noted that the Town Clerk's office has contact information. They will not release contact info, but would possibly forward information to the person instead.

#### Dunbarton Garden Club

Nora Lamarque and Sharon Conway of the Garden Club appeared before the BoS to review their plans for the upcoming holidays:

#### **Halloween**

They are planning for their annual Halloween Event at the town Common. They will decorate and hand out candy. They would like to possibly add jack o' lanterns for decoration, along the west side of the Library; they would place them on the steps and lower balcony areas of in flower beds. They will be safely lit with tea lights. Hours will be from 4-7. All remaining pumpkins will be removed after the event from the side of the building, and they will be donated to a local farm.

#### **Holiday Lighting**

Discussion turned to decorating the Common for the holidays. The Garden Club would like to again put the lights on the trees and the bandstand at the Common. Their plan is to turn the tree lights on November 25th. The lights will be on timers to shut off at 10 p.m. The lights on the bandstand will be turned on when Mr. and Mrs. Claus come on December 3rd. They have already discussed the issue with the neighbors surrounding the common and they are agreeable to the lights being put up. They are looking to leave the lights on until the end of January.

**Lee Martel** expressed concern regarding trip hazards from the wires running across the lawn. Someone did trip over the wires last year but did not report it. Discussion occurred to discuss when the wires will be out and what could be done to alleviate the hazard the pose. **Dave Nault** would like to ensure that they do not run the wires in any pathways that would impede library access.

**Mike Kaminski** would like to consider leaving the end date for the light illumination open for adjustment, but no **later** than January 15th. He will make sure they have an answer on that by the next BoS meeting. He also suggested that the Garden Club talk to Line Comeau about advertising their events on the marquee outside the Town Office.

**Justin Nault** asked about when they would plan on putting the extension cords down. Nora LaMarque answered that they would wait as late as possible, but it would be shortly before Thanksgiving week.

#### Election Warrant

**Mike Kaminski** read the Election Warrant:

*State of New Hampshire to the inhabitants of Dunbarton in the county of Merrimack New Hampshire, you are hereby notified to meet at the Dunbarton Community Center at 20 Robert Rogers Road, Dunbarton, NH on Tuesday the 8th of November 2022. The polls will be open between the hours of 7 a.m. and 7 p.m. to act upon the following subjects: to bring your votes for Governor, United States Senator, United States Representative in Congress, Executive Counselor, State Senator, State Representatives and County Officers, and to bring your votes for constitutional question amendments. This will be given under the hands of the seal on 13 October in the year of our Lord 2022.*

**Motion:** by Mike Kaminski, seconded by Justin Nault, to approve the warrant as written.

**Discussion:** none.

**Vote: (3-0)**

*The BoS signed off on the Election Warrant*

#### Ballot Clerk Appointment

**Motion:** by Mike Kaminski, seconded by Justin Nault to appoint Nancy Mullen of Dunbarton to the vacancy of Ballot Clerk.

**Discussion:** none.

**Vote: (3-0).**

*The BoS signed off on the ballot clerk appointment.*

#### Accept Welfare Funds

**Motion:** by Mike Kaminski, seconded by Dave Nault to accept per RSA 31:95-b III (b) (\$350) from the Dunbarton congregational Church to support the Welfare Department with their contribution in assisting a welfare client.

**Discussion:** none

**Vote: (3-0)**

#### Town Hall Project - Work Order Change Request

**Mike Kaminski** stated the flooring they had initially selected for the project was unavailable for purchase, so they have selected another option. This option is more expensive, so a work order change request has been submitted to approve the additional funds in the amount of (\$922.88).

**Dave Nault** was notified by the contractor and architect that the flooring that had been initially chosen for the project had been discontinued. The flooring selected was approved by the architect.

**Motion:** by Mike Kaminski, seconded by Justin Nault to approve the work order change request as delineated.

**Discussion:** nothing further

**Vote: (3-0)**

#### Mailbox Items

**Mike Kaminski** reviewed the items of correspondence received since the last meeting:

- Quarterly Welfare Department update from Director Jeannie Zmigrodski
- Email from Tyfany Carbone, Food Service Director for Bow School District regarding a refrigerator at the school that belongs to the community center that was found during an inspection to not to meet code because it is a household and not a commercial refrigerator. They have been asked to remove it. Discussion occurred regarding the possible origins and purposes of the refrigerator. **Mike Kaminski** suggested they contact the school to see if there is a different area in the school they can move it to so that it is not in the kitchen.
- Email from Luther Schalk from USGS (FEMA) regarding a mapping update. Mike Kaminski would like to see if Line and her office can obtain the flood control map for their review.

- Letter from School Street residents regarding concerns about parking on School Street. Discussion occurred regarding potential solutions (parking on one side only, making the street one-way). Will revisit at a future meeting.
- Email from Police Chief Remillard with a recommendation to consider Bryan Tyler to be nominated for Officer of the Year. **Dave Nault** would like to send a letter to be included in support of his nomination.
- Email from Handyman Greg Miller regarding a conversation with Transfer Station Manager Woody Bowne regarding roof repairs. The BoS reviewed the quote for the recommended work \$934.20. **Line Comeau** said that he is coming up with an alternate recommendation if they don't want all of the brackets to be replaced.

*The BoS was in consensus to have Line Comeau to let Mr. Miller know he may proceed with the work as proposed.*

- U.S. Consumer Price Index update.

#### PUBLIC COMMENT

**Lee Martel** noted that a comment made during the discussion regarding the trip hazards pertaining to the extension cords for the holiday lights seemed rather cavalier. Adding the electrical cords only adds to the hazards that were noted to be already there. **Dave Nault** clarified that he wasn't intending to discount the hazards caused by the cords. Discussion occurred regarding when the cords will be put out. **Mike Kaminski** suggested having them use orange cords or to use bright yellow tape to highlight them.

**Lee Martel** said that at the last meeting he had asked about the policy for the usage of the room. He was wondering if perhaps the template could be put on the town website for public input. **Mike Kaminski** said that they were elected to make decisions and set policy and he doesn't feel it necessary to solicit opinions from the public online. That input should be accepted through public hearing. They also have also received a lot of input from the public already during the planning process. **Dave Nault** added that for the first few years, it will be a work in progress. **Line Comeau** noted they are going to need to determine how they are going to get access to water for cleaning purposes.

#### BOARD MEMBER ISSUES

**Justin Nault** did an inspection at the Police and Fire Station based on a finding from a recent Department of Labor inspection where they noted that there appears to be a leak in a wall. It actually appears to be runoff from the back of the building. The ground slopes around the back of the building and it seems to be coming in around the garage door where the rubber gasket is missing. He is going to contact a couple of garage door companies to get quotes on a replacement gasket as well as quotes from some gutter companies for a gutter to run across the back of the building to try and direct the water away. **Mike Kaminski** would like a gutter company to look at the Town Office building as well to see if they can find a solution to the splash-back problem. Discussion occurred regarding

creating a berm in order to raise the entrance into the garage. Justin is not sure there is enough height for that, but he will look into that possibility as well.

**Dave Nault** attended the Coffee With a Cop event. It was a well-received meeting and a good event to go to.

**Mike Kaminski** said that the Planning Board has a pending legal action in court. Donna White is currently working with the town's attorney in preparation, and the attorney will also be meeting with the Planning Board. **Mike Kaminski** added that he asked that the attorney that is going to be presenting in court meet with the Planning Board in nonpublic session to determine the nuances of the case. There are statements in the suit that are erroneous, and he feels it is important for the lawyer to meet with them and learn about those issues.

#### NONPUBLIC SESSION

**Motion:** by Mike Kaminski to enter into nonpublic session in accordance with RSA 91-A 3 II (b) for a hiring action.

**By roll-call vote:**

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

The BoS took a 2-minute recess at 8:40 p.m. to allow the room to clear for nonpublic session.

The BoS entered into nonpublic session at 8:42 p.m.

The BoS reentered public session at 9:19 p.m.

There were no motions made during this nonpublic meeting.

**Motion:** by **Justin Nault**, seconded by **David Nault** to hire Brian Arseneault subject to a physical and acceptance of the flat salary offer of \$425 per week inclusive of the fuel compensation and a Town cell phone.

**Discussion,** Michael Kaminski asked that the offer include a stipulation where if the Inspector is unavailable for a full week period, then it will be unpaid. **The BOS were in agreement with this stipulation.**

**Vote: (3-0)**

#### ADJOURNMENT

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

**Vote: (3-0).**

Meeting adjourned at 9:24 p.m.

Respectfully Submitted,

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Jennifer King, Recording Secretary

Signed:

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Michael Kaminski, Chair

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David Nault, Selectman

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Justin Nault, Selectman