

**Dunbarton Board of Selectmen  
Meeting Minutes  
November 17, 2022**

A meeting of the Dunbarton Board of Selectmen (BoS) was held on Thursday, November 17, 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  
Christopher Remillard, Chief of Police

**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 Mike Kaminski to approve the regular meeting minutes of November 10, 2022 as amended.

**Discussion:** None.

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

**PUBLIC COMMENT**

None.

**NEW BUSINESS**

Wage Study Review

In their ongoing review of the town wage scales, the BoS reviewed the wage study for the Police Department prepared by Chief Remillard with the assistance of Town Administrator Line Comeau.

**Chief Remillard** gave a brief history of the wage scales for the department. They are currently operating on the old wage step system that was implemented town-wide in 2012. He explained that they have increased the amount of steps so that they aren't maxed out so quickly, and have shortened the period of time between steps (from 3 years to 2). He gave a comparison of how nearby comparable towns have constructed their wage scales. In conducting this research, they noted that Dunbarton appears to be on the lower end of the wage range. In addition to updating the wage scale, he is also looking to make some reasonable wage adjustments in an attempt to bring them up to a level at which they can remain competitive, explaining how their current rates have affected recruitment and retention of officers for the town.

**Chief Remillard** reviewed the proposed steps and increases for each rank and position within the department.

**Dave Nault** asked Chief Remillard to create a similar scale for his position as well so that they have everything documented for all positions. He also stated that he wants to ensure that they are proceeding carefully on behalf of the taxpayers, noting that they also have a COLA increase to consider, and he has concerns about a possible dip in the market in the near future.

**Mike Kaminski** likes the increase in the steps and wages because it helps to create some longevity, and he feels that they are reasonable. He would be likely to act more conservatively in reaction to a COLA increase than he would in following a wage scale. Speaking as a taxpayer, he wants to make sure that when he calls 911, an officer will respond. He doesn't want to have to rely on State Police that may have a longer response time.

**Line Comeau** presented a review of the wage scales of the positions at the town offices and the Highway Department and those of similar positions in comparable nearby towns.

The BoS asked Line Comeau to prepare a proposal for their review, similar to what was prepared by Chief Remillard to add to their documentation as they continue to review and begin to make decisions about the wage adjustments.

**Mike Kaminski** also asked for a review of the wage scales for elected officials, beginning with those next up for election/re-election. He **reaffirmed** that these wages **will** only be changed/set at the start of each term instead of every year. He would like to get the wage increases for all departments set so that they are

effective January 1, payable retroactively upon approval of the budget at Town Meeting.

**Dave Nault** doesn't feel that the increase in the wage scale needs to be retroactive to January 1st like they usually do with the COLA increases, as not all the departments may have the budget to accommodate covering those increased wages from January to March.

### Budget Strategy for 2023

The BoS discussed their budget strategy for the upcoming year. They expect anything involving fuel or heating costs to increase, but will request that departments try to keep level services. They do anticipate increases in some areas. Line Comeau will send out the department budget request sheets to the departments with these guidelines.

### Mailbox Items

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

- Request from Margaret Watkins requesting use of the new space for Scout/Pack meetings. The BoS is not granting any requests for the use of the room at this time, but they will review this at a later date. Line Comeau will send a response to Margaret Watkins letting her know this.
- Proposal received for installation of **a concrete** spill-containment pad at the highway garage. This was not a recommendation that resulted from the recent audit. The BoS will review this as a part of next year's budget.
- Quote from High Priority Electric. **Line Comeau** said that she reached out to 3 electricians to address an issue highlighted in the recent DOL audit, and received one response. He went through all of the buildings and noted that there are several lit exit signs that need replacing. Line Comeau will reach out to the other 2 companies again to try and get other quotes.

**Mike Kaminski** said they can possibly encumber funds from their maintenance line for this, noting the need to balance encumbering money and making sure they have enough to cover incidental items for the next 6 weeks. He referred to the issue of the Fire Department roof that lost some shingles, and he wants to ensure that it is weather-tight for the winter.

- Quitclaim deed that was never recorded in 2009. **Dave Nault** noted that the names of the Selectmen are listed on the deed and not the Town of Dunbarton. He requested that this wording be changed and reviewed by their attorney before they sign it.

➤ *The BoS were in consensus for the attorney to review the deed upon revision.*

#### PUBLIC COMMENT

**Chief Remillard** said that the DOJ grant they received will be used for replacement tasers and ballistic shields for all patrol vehicles.

#### BOARD MEMBER ISSUES

**Dave Nault** has been in touch with the elevator company regarding the elevator installation at the town hall/library. They discovered that due to updated codes, they have to have a dedicated phone line for the elevator through the alarm company. Many of the alarm companies aren't aware of the new codes. He will be reaching out to BK Alarm and Pro Technologies to get this setup.

**Mike Kaminski** said that there will be a meeting with the building and sub-contractors at 7:30 a.m. tomorrow to get clarification of the charges for the gravel under the pavement of the new parking lot.

#### ADJOURNMENT

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

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

Meeting adjourned at 8:17 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