

**Dunbarton Board of Selectmen
Meeting Minutes
December 8, 2022**

A meeting of the Dunbarton Board of Selectmen (BoS) was held on Thursday, December 8, 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
Bob Leonard, Milfoil Mitigation
John Stevens, Old Home Day Committee
Don Larsen, Cemetery Committee Chair
Jeff Crosby, Road Agent

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 7:03 p.m.

OLD BUSINESS

Approve Minutes

Motion: by Dave Nault, seconded by Justin Nault to approve the regular meeting minutes of December 1, 2022 as amended.

Discussion: None.

Vote: (3-0)

Motion: by Justin Nault, seconded by Mike Kaminski to approve the (6:30 p.m.) nonpublic meeting minutes of December 1, 2022 as amended.

Discussion: Mike Kaminski noted that these minutes do not need to be sealed.

Vote: (3-0)

PUBLIC COMMENT

None.

NEW BUSINESS

Milfoil Update

Bob Leonard said that 4 years since the treatment, Gorham Pond remains milfoil-free. He reviewed a summary of the budget from last year.

Old Home Day Budget Request

John Stevens told the BoS that the Old Home Day Committee is requesting a level budget for 2023 (\$5,700).

Mike Kaminski gave kudos to the committee for a great event this year, and they look forward to next year's as well. It was shared that one addition they will have next year is that the 1st Regiment will be camped on the lawn for the day. They will also march in the parade along with the NH Fife and Drum Corps.

Cemetery Committee Budget Request

Don Larsen told the BoS that the Cemetery Committee is requesting a flat budget for 2023 (\$24,400). They moved funds around within their budget to focus on the projects they would like to accomplish next year. He explained that they have some plans to upgrade the fencing at the cemetery outside the town office.

Mike Kaminski expressed concern about the mowing budget line item, noting that it was significantly lower than last year. **Don Larsen** stated that they are in the 2nd year of a 3-year contract. There were funds in that line item for last year that did not pertain to the mowing contract which is why it is lower this year.

Building Department Budget Request

Town Administrator **Line Comeau** asked the BoS to reconsider their salary recommendation for the Administrator of the Building Department, explaining that if they follow their recommendation to limit the wage increase to 2% instead of the requested 4%, she will actually receive a reduction in salary of \$0.74 due to where she would fall on the step schedule. The BoS was in agreement to proceed with the 4% as initially requested, as they hadn't intended for there to be a decrease.

Line Comeau gave an overview of the department's budget request. They are requesting level services with an overall increase of \$2,556 pertaining to salary (\$85,114). It was noted that they often exceed their contracted usage on the copier and incur additional costs in doing so. Donna White wanted to know if

those costs should be shared among the departments. It was decided that those costs can remain within the Building Department budget line item.

Planning and Zoning

This department is requesting an essentially flat budget. It is only increasing by \$19.00 (\$16,625).

Highway Department Budget Request

Road Agent Jeff Crosby presented the 2023 budget request to the BoS. The department is requesting an increase of \$18,051 (\$619,380) which is mostly due to salary increases and increased fuel and road salt costs.

Mailbox Items

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

- Review electrician quotes for emergency exit lighting. The BoS reviewed two quotes from High Priority Electric (\$6,950) and Irish Electric (\$4,852) to install and/or update exit lighting in the town buildings in order to satisfy DOL audit requirements.

Motion: by Dave Nault seconded by Justin Nault to accept the bid from Irish Electric in the amount of (\$4,852) to take care of the emergency exit lighting for the Town Offices, Police Department, Fire Department, Highway Garage and Library.

Discussion: none.

Vote (3-0).

The BoS confirmed that this amount is to come from the Building Maintenance budget line item. **Mike Kaminski** requested that the funds be encumbered if necessary.

- Appointment of Brian Watford as a member of the Energy Committee member through March of 2024.

Motion: by Dave Nault, seconded by Mike Kaminski to appoint Brian Watford to the Energy Committee with a term ending March 2024.

Discussion: Mike Kaminski feels that Mr. Watford is very knowledgeable and will be a good asset to the committee.

Vote: (3-0).

- 12/5/22 and 12/8/22 emails from Transfer Station Manager Woody Bowne regarding compactor repair. **Dave Nault** asked Line Comeau to let Woody know that he can call or text him when the can crusher arrives so he can help with inspection.

- Email from handyman Greg Miller, regarding update on Transfer Station roof and some areas to keep an eye on.
- 12/8/22 email from Woody Bowne requesting clarification on snow removal at the library. **Dave Nault** said that he will mention to Woody the idea of getting a small snowblower for that area. Discussion occurred with Jeff Crosby regarding ice melt stocking.
- Email from vendor for Dunbarton Library keying schedule.

PUBLIC COMMENT

Lee Martel asked who he can contact on the Recreation Committee to coordinate with to give them the sports banners that he has been storing at his house.

BOARD MEMBER ISSUES

Line Comeau stated that the alarms went off at the town offices this afternoon. Line turned them off and a police officer responded a few minutes later. They found that a panic button was pressed by mistake.

Dave Nault gave an update on the library/town hall project:

- He spoke with Pro Technologies regarding the new code requirements for the elevator at the Library/Town Hall. They are partnering with another contractor to ensure that the requirements are met.
- Dave spoke to JR Swindlehurst about moving the hot water heater.
- All of the hardware and doors will arrive tomorrow.
- Irish Electric is missing 3 breakers for the panel they're waiting on. He was told it will be another 5 weeks, so he asked them to ship the panel without those breakers.
- Discussion occurred regarding the drywall work on the second floor. Line is working on coordinating with the contractor that is donating the labor to get him a letter he can use for tax purposes.

NONPUBLIC SESSION

Motion: by Mike Kaminski to enter into nonpublic session in accordance with RSA 91-A 3 II (a & b) as requested by Road Agent Jeff Crosby and Town Administrator Line Comeau to discuss matters related to personnel.

By roll call vote: Kaminski-yes. D. Nault-yes. J. Nault-yes.

The BoS took a 2-minute recess at 7:56 p.m. to allow the room to clear for nonpublic session.

The BoS entered nonpublic session at 7:58 p.m.

The BoS reentered public session at 8:31 p.m. There were no motions made during the nonpublic session.

Motion: by Mike Kaminski to enter into nonpublic session in accordance with RSA 91-A 3 II (a) as requested by the Town Administrator Line Comeau to discuss matters related to personnel.

By roll call vote: Kaminski-yes. D. Nault-yes. J. Nault-yes.

The BoS reentered nonpublic session at 8:32 p.m.

The BoS reentered public session at 8:55 p.m. There were no motions made during the nonpublic session.

ADJOURNMENT

Motion: by Justin Nault second by David Nault to adjourn the meeting.

Vote: (3-0).

Meeting adjourned at 8:57 p.m.

Respectfully Submitted,

Jennifer King, Recording Secretary

Signed:

Michael Kaminski, Chair

David Nault, Selectman

Justin Nault, Selectman