

**Dunbarton Board of Selectmen  
Meeting Minutes  
December 29, 2022**

A meeting of the Dunbarton Board of Selectmen (BoS) was held on Thursday, December 29, 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  
Jacques Belanger, Board of Assessors  
Brett St. Clair, Conservation Commission Chair  
Patrick “Woody” Bowne, Transfer Station Manager  
Ron Jarvis, Town Forest Committee Co-Chair  
Jeff Crosby, Road Agent

**Members of the Public present:**

Robert “Bob” Pike

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 15, 2022 as amended.

**Discussion:** None.

**Vote: (3-0)**

**Motion:** by Justin Nault, seconded by Dave Nault to approve the nonpublic meeting minutes of December 15, 2022 as written.

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

**Vote: (3-0)**

## PUBLIC COMMENT

Fred Mullen gave kudos to every department in town for getting the town back up and running after the recent storm.

## NEW BUSINESS

### Proposed 2023 Budget

**Jacques Belanger** presented the proposed 2023 budget for the Board of Assessors. There is an overall budget increase of \$7,100, but most of that is in appraisal services.

They will be putting together a warrant article for the upcoming Reval (\$14,000)

**Line Comeau** noted that there is a vacancy on the Board of Assessors now, so they are seeking someone to run for that position.

### Conservation Commission

**Brett St. Clair** told the BoS that the Conservation Commission was the successful bidder on a lot that borders the Kimball Pond Conservation Area. They bid \$66,000 for 28 acres. The goal is to close by January 23, 2023. **It was advised by the Town's attorney that we post a general notice for a Public Hearing to accept the recommendation from the Conservation Commission. The Public Hearing will be noticed for the following Selectman's meeting.**

## PUBLIC HEARING

**Mike Kaminski** opened the Public Hearing at 7:15 p.m. The hearing was to accept three new Class V Roads. Line Comeau explained that these were tabled from an earlier hearing. It had been determined that the deeds had not yet been recorded. The owner drafted them, they were verified by the Building Administrator, and they have been recorded.

**Motion:** by Dave Nault, seconded by Justin Nault that they accept: the new section of Zachary Drive (954 feet), Hilltop Lane (3,250 feet), and Fairway Drive (3,272 feet) as substantially complete Class V roads and agree that the Town of Dunbarton will be maintaining them from this point on.

**Discussion:** Dave Nault confirmed with Road Agent Jeff Crosby that his department is fully aware and prepared to include these for snow removal and future maintenance plans. **Jeff Crosby replied that they would be ready.**

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

**Mike Kaminski** closed the public hearing at 7:17 p.m.

## NEW BUSINESS CONT'D

### Kuncanowet Town Forest 2023 Budget Proposal

Ron Jarvis of the Kuncanowet Town Forest Committee presented the committee's proposed budget for 2023.

They are looking to re-establish a line item for the maintenance of a piece of property that had been gifted to the town by the Fogg family. Part of the agreement for this gift was that the field and its surrounding walls would be mowed and maintained for nesting birds, etc. That maintenance was paid for by the town upon the death of Thera Fogg. He is not sure if the walls have been brushed out all the way around the fields. Around 2010 the town stopped paying for the maintenance. They have found other ways to make sure it stays mowed. In the past, they've borrowed money from the Conservation Commission. They were able to find a farmer to mow the field for free in exchange for the hay. They feel that if they continue to maintain and fertilize the field, it will be a much more valuable space rather than being overgrown with weeds and poison ivy. They shied away from fertilizer due to cost. The farmer they are working with offered them manure, but they would need a truck to transport/spread it. **Ron Jarvis asked the Board to consider a \$1,000 budget line for maintenance in the 2023 budget to start with.**

**Michael Kaminski stated that the Board would take his recommendation under advisement as they were in the early stages of reviewing the budget requests.**

### Bid Review

The BoS resumed their review of bids for MSW and C&D disposal. They had asked the bidders to resubmit their bids. They received one updated bid, and one that essentially stayed the same. They also received one new bid.

<u>C&amp;D</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Bow Recycling	\$145	\$151	\$157
Waste Management	\$120	\$125	\$130
Naughton & Son	\$130	\$130	\$150

\*Waste Management requires that they do all trucking

<u>C&amp;D Special Hauling</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Bow Recycling	\$325	\$350	\$375

Waste Management	\$300	\$318	\$334
Naughton & Son	\$300	\$325	\$325
<u>MSW</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Bow Recycling	\$103	\$107	\$111
Waste Management	\$80	\$83.50	\$86.50
Naughton & Son	\$130	\$130	\$150

\*Waste Management requires that they do all trucking

**Woody Bowne** said that he spoke with the Concord Regional Solid Waste Cooperative: They are not part of their trash side, they are part of their landfill side. They could possibly get a 7-year contract through Win Waste (former Wheelabrator in Penacook) \$85/ton; \$5/year increase for the remainder of the contract. He tried to get an answer today if they would accept them, but the person to make that decision will not be in until Tuesday. He did reach out to Bow Recycling and Naughton & Son to see if they would hold their prices on C&D if they chose someone else for MSW. Naughton would but Bow Recycling would want to adjust their numbers.

The BoS decided to table discussion on this item until Thursday January 5, so that they can get the numbers from the Co-op, and also to clarify other specifics pertaining to box size and hauling with the bidding companies. **Woody Bowne** said he will also call Sizemore in New Boston to see what his rates for hauling are.

Discussion occurred regarding contingencies if they don't reach a solution by Thursday as far as keeping loads moving out of the Transfer Station.

#### Fire Department 2023 Budget Proposal

Fire Chief Jon Wiggin presented his proposed 2023 budget to the BoS. His budget includes the 4% salary increase as discussed. They have fewer people this year, which currently helps to lower the salary line. Mutual Aid Compact is up \$2,500 from last year (some of that cost is driven by real estate value). He increased the line for fuel to \$1,900. **Mike Kaminski** encouraged him to increase that line to \$2,000.

The major increase in his budget is in equipment maintenance: jumping \$400 to \$12,000. They have older equipment. Their newest truck is 18 years old and their pump on that truck is leaking. It also needs tires.

Total 2023 proposed budget \$128,029 (an increase of \$8,556). **Mike Kaminski** recommended that they increase their equipment maintenance line even further to \$15,000 in light of the variety of issues that Chief Wiggin noted.

He is increasing incentive pay by 4%, and he finds this is comparable to what surrounding towns are paying.

Discussion occurred regarding some needed maintenance on the Safety Complex building:

- Roof repairs
- Raising the overhead door height.
- They still need an electrician to see about moving or changing the electrical panel, as the one they reached out to has not gotten back to them on the project. The BoS advised that he get some more quotes for this project.

Warrant articles: **Chief Wiggin** said they are going to need to look at planning to get a new fire engine in 2024. It appears that the lead time on the trucks is approximately 2 years. It may be worth looking at used trucks as they are much cheaper and available immediately. They may not last quite as long as a new one, but they would get longevity out of it because they don't use them that often.

**Mike Kaminski** suggested that they create a warrant that would allow them to spend funds from their Capital Reserve Fund should the come across a good truck in their price range. He also suggested seeing what is available for grants that could assist with defraying some costs.

**Mike Kaminski** thanked Chief Wiggin for his input and expertise during the construction project at the Library/Town Hall.

#### Capital Improvements Schedule

The BoS reviewed the Capital Improvement Schedule as prepared by Donna White. This is something that needs to be continuously updated in order to keep their tax rate from spiking from year to year. It has technically expired, and she would like to move forward and spearhead this, but she needs a Selectmen's rep to volunteer to participate.

- *The BoS was in consensus that Donna White is the chair of this project. Dave Nault will follow up and meet with Donna.*

### Updated Wage Scales

**Line Comeau** presented the BoS with updated 6-step wage scales for the remainder of the positions they had not reviewed before, including the Town Clerk and other elected positions. Discussion occurred regarding the best way to proceed in terms of determining increases.

**Mike Kaminski** cautioned against applying a 4% increase to all positions across the board, adding that he would like to make sure they remain in the middle in terms of where comparable towns pay their employees. He recommends a 3% increase for the Treasurer, Town Clerk and Tax Collector.

**Motion:** by Dave Nault, seconded by Justin Nault, to increase the salary of the Town Treasurer, Town Clerk and Tax Collector by 3% and leave the Town Moderator, Ballot Clerks and Supervisor of the Checklist at 4%.

**Discussion:** **Mike Kaminski** said Ballot Clerks and Supervisors of the Checklist require more training and scrutiny than those that tally the votes. He feels the Ballot Counters should be a little bit less. After some discussion, the BoS agreed upon the following:

\$9.50 per hour for Ballot counters

\$9.75 per hour for Supervisors of the Checklist and Ballot Clerks

\$15.00 per hour Town Moderator

Dave Nault **withdrew the previous motion.**

**Motion:** by Dave Nault, seconded by Mike Kaminski to increase the salaries of the Town Treasurer, Town Clerk and Tax Collector by 3%, and to set the salaries of the Ballot Counters at \$9.50 per hour, Ballot Clerks at \$9.75 per hour, Supervisors of the Checklist at \$9.75 per hour and the Town Moderator at \$15.00 per hour.

**Discussion:** none.

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

### Accept Grant

**Motion:** by Mike Kaminski, seconded by Justin Nault to accept a grant from the NH Department of Environmental Services to the Town of Dunbarton in the amount of (\$1,360) for milfoil treatment in 2023.

**Discussion:** **It was noted that this is a 50% match funded with the Invasive Species Capital Reserve Fund established for this purpose.**

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

### Review Quotes for Transfer Station

**Woody Bowne** got a quote for some electrical work at the transfer station to install some lights in the recycling center, the office, the recycling shed and an outdoor light, as well as an outlet that would support the heater. He is looking to encumber the funds from this year's budget. He is also looking to encumber money for fence repair. He is going to need tires for the Mack truck. He cannot get an official quote from Mr. G's. But he did get information from him that the tires would be from state bid, with his cost to mount the tires and balance the two front tires.

**Motion:** by Dave Nault, seconded by Mike Kaminski to encumber the amount of \$7401.44 from the Transfer Station maintenance budget line item in order to purchase tires for the Mack truck.

**Discussion:** none.

**Vote: (3-0)**

**Motion:** by Dave Nault, seconded by Justin Nault to accept the Proposal 4818 from Irish Electric in the amount \$3,488 of for the electrical work in the bench area, office, recycling shed, the packer shed and block heater outlets. This money is to be encumbered from the maintenance line item of the transfer station budget.

**Discussion:** **Dave Nault** asked that in the future that he attempt to acquire 2 other bids.

**Vote: (3-0)**

**Motion:** by Dave Nault, seconded by Mike Kaminski to accept the bid from GN fence **in the amount of \$790** for fence repair resulting from damage caused by a resident. This will replace bent or broken hardware. This money is to be encumbered from the maintenance line item of the transfer station budget.

**Discussion:** Dave Nault noted that this company is the company that installed the fence.

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

#### Mailbox Items

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

- Letter from the Town Attorney listing their hourly rate at \$230.
- Official notice of receipt of the Bridge Grant (Senate Bill 401) in the amount of \$47,719.48.

- Thank you letter from Wreaths Across Dunbarton thanking residents of Dunbarton for their support of Flags Across Dunbarton project this year. **Mike Kaminski** suggested that they put this on **the Town** website.

#### PUBLIC COMMENT

**Jeff Crosby** noted that there are other options for the **Kuncanowet** Town Forest Committee to fund the maintenance work they discussed tonight. Dave Nault said that when this piece of property was donated, it was agreed that the town would be responsible for the maintenance.

**Jeff Crosby** commented that there are two options to get rid of regular trash: burn it and then dispose of toxic metals in a landfill (Wheelabrator) or just put it into a landfill.

#### BOARD MEMBER ISSUES

**Line Comeau** presented the BoS a list of what is being encumbered from this year's budget, totaling \$109,578.

**Dave Nault** heard back from Pro Technologies that they will be able to service the elevator line. He asked them for an amount for the budget. They are completing their finishing work and then they will **just be waiting on a call back for monitoring cost/installation**. **Dave Nault asked Line** to follow up with them on a figure.

**Mike Kaminski** thanked Chief Wiggin for the prompt response of the Fire Department for a recent incident involving his neighbor's family. He also thanks Donna White for organizing the employee lunch.

#### ADJOURNMENT

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

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

Meeting adjourned at 9:40 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