

Dunbarton Board of Selectmen
Meeting Minutes
March 16, 2023

A meeting of the Dunbarton Board of Selectmen (BoS) was held on Thursday, March 16, 2023 at 7:00 p.m. at the Dunbarton Town Offices.

Board members present:

Mike Kaminski, Chair

Justin Nault, Selectman

Selectman Dave Nault was not in attendance.

Town Officials present:

Line Comeau, Town Administrator

Linda Landry, Town Clerk

Chris Remillard, Police Chief

John Trottier, Moderator

Jeff Crosby, Road Agent

Jonathan Wiggin

Members of the Public present:

Robert "Bob" Martel

Daniel Philbrook

Michael Smith

Cassandra Smith

Jeannette Searl

Carol Philbrook

Norman Philbrook

Megan Philbrook

Casey Allard

Lee Martel recorded the meeting for the benefit of citizens that were unable to attend (Linda Nickerson uploads the videos to YouTube).

Selectmen Appointment

Prior to the start of the meeting, the Board of Selectmen appointed, and Town Clerk Linda Landry swore in Daniel Philbrook as a police officer for the Town of Dunbarton. Officer Philbrook will train in Dunbarton for a couple of weeks before attending the NH Police Academy.

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 March 2, 2023 as amended.

Discussion: none.

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

Motion: by Justin Nault, seconded by Mike Kaminski to approve the regular meeting minutes of March 9, 2023 as amended.

Discussion: none.

Vote: (2-0-1) D. Nault abstained

Motion: by Justin Nault, seconded by Mike Kaminski to approve the nonpublic meeting minutes of March 9, 2023.

Discussion: none.

Vote: (2-0-1) D. Nault abstained

PUBLIC COMMENT

Jeff Crosby offered kudos to his road crew. This last storm presented them a lot of challenges, but they worked hard and diligently to get the job done. He noted that some of the gravel roads took a beating, and they will likely be messy for the next couple of weeks as melting begins. He wants people to know that they aren't ignoring the roads, there just isn't much they can do until things begin to dry.

NEW BUSINESS

Election and Town Meeting Update

Town Moderator John Trottier gave an overview of the voting results. He also told the BoS that he and Linda Landry received phone calls from the NH Attorney General's office who received a phone call from a Dunbarton resident stating that they were told by a town official that Town Meeting could not be rescheduled because they are not an SB2 town. The purpose of the call from the Attorney General's office was to make sure that they understood that the Town Moderator has the authority to cancel or postpone their Town Meeting at their discretion.

John Trottier said that it is unclear where the information regarding SB2 came from as that is not the case, and it is important that they are on the same page when it comes to relaying information regarding Town Meeting to the public.

It was noted that there appeared to be some confusion over whether the meeting was being rescheduled or not, likely stemming from the fact that some of the town facilities weren't open because they lost power.

They feel that overall, the voting/meeting went well. There were a total of 36 voters present at town meeting and one hundred and 3 ballots cast during election.

Appointment Duties for Selectmen

The BoS discussed and assigned committee representatives to serve for the year as follows:

Board Chair: Mike Kaminski
Board Co chair: Justin Nault
Planning Board Selectman's Rep: Ex-Officio: Justin Nault
Planning Board Ex-Officio Alternate: Mike Kaminski
Highway Safety Committee Rep: Dave Nault
Joint-Loss Committee: Justin Nault
Town Hall Restoration Committee: Dave Nault
KTFCA Rep: Dave Nault
Town Forest Rep: Dave Nault
Police department Rep: Mike Kaminski
Town Office Rep: Any
Highway Department Rep: Any
Transfer Station Rep: Mike Kaminski
Concord Regional Solid Waste – Co-op: Patrick Bowne
Energy Committee Rep: Dave Nault
Historical Awareness Committee Rep: Dave Nault
Capital Improvement Plan: Dave Nault

Second Floor Use Policy

Mike Kaminski requested that they discuss some key issues that need to be addressed by the policy being created for the usage of the second floor. Because it was a huge investment for the town, he wants the town to use it, but he also wants to see that investment well-maintained.

Deposits/Usage Fees

The topic of charging for usage has been debated by the Board in the past. **Mike Kaminski** likes the idea of requiring a deposit that can be refunded once it is confirmed that the space was left clean and tidy. If the space is left clean, the

deposit would be refunded. It is still free for them to use the space; it just provides incentive to make sure they clean up and remove trash before they leave.

Dave Nault noted that this addition is now part of town property. The town's taxpayers have voted for and paid for this space with their taxes. If someone wanted to use their current room, they wouldn't charge them. All of the groups they would allow to use that space would be residents or entities of the town of Dunbarton residents. Usage from outside of town should not be allowed. He would prefer to not charge, but leave the policy open enough that they can charge anyone who abuses that policy, and they will know who is using the space and when by the keycode system they will have in place. It is also a lot of tracking work for employees in the front office. They don't charge people for the cleaning they do of the town offices.

Justin Nault also does not feel that a deposit is necessary, and that it should be on a case-by-case basis, charging anyone they find is abusing the policy.

Line Comeau feels that town groups and individuals that would use the space on a regular basis are conscientious enough to leave the space in good condition when they are through. She feels they are more likely to run into cleaning issues with single-use events (showers or other parties). She will have the whole office staff trained on what needs to be inspected and how everything operates over there. **Dave Nault** said that he is willing to spend time and walk them through that. **Line Comeau** would also prefer that if the Board does decide to use a deposit method, those groups that use the room on a regular basis would leave a deposit upon retainer rather than her office having to constantly accept, track and return deposits.

Jeff Crosby does not feel that they should charge for usage of the space. He would prefer that they see how things go for the first year and go from there. He doesn't see that it is beneficial to impose another fee on the town residents.

Bob Martel recalled using a deposit system for events held at the Community Center and cautioned that the people that were perhaps not happy about the project to begin with will hold them accountable if it begins to cost the town more money to maintain the space.

Lee Martel added that they are going to need to do a good job of keeping track of what is going on the first couple of years.

Justin Nault suggested they post a checklist of items that should be taken care of at the conclusion of each usage of the space. **Line Comeau** added that they could use a checklist to submit to the town when they are done confirming that they checked those items.

Elevator Usage

Usage of the elevator was debated.

Mike Kaminski wants to limit its usage to handicapped/elderly people only, not to move furniture/supplies. His concern is that if the elevator is overused and malfunctions, then some people will be unable to attend those meetings or functions.

Dave Nault said that the lift is not designed solely for people, and can accommodate up to 1,400 lbs. The lift is also small and moves rather slow, which would likely deter many kids from playing on it too much.

Mike Kaminski asked the other Board Members to review the proposed policy and submit their suggestions for changes to Line Comeau. He would like to have this reviewed and updated within the next two weeks.

Elevator Monitoring

Dave Nault said that testing of the elevator revealed a problem they are having getting connected to the required video monitoring. Because of this, he would like to move away from Pro Technologies to another monitoring company for the elevator. They will have to be re-inspected by the state, but they can do that as early as next Thursday, March 23. He has the contact information from Central Alarm and can reach out to them to start the conversation.

- The Board was in consensus for Dave Nault to move forward with contacting them to get switched over so that they can have it done in time for another inspection.

Dave Nault said that Chicoine Construction completely cleaned the new space upon completing their work. It was spotless prior to the elevator inspection. It is time for them to take over the cleaning of the entryway. Discussion occurred regarding the details of what needs to be cleaned when.

The new space should be accessible and open for use within a month. AV Equipment and related items will be installed once the painting is completed. The floors will be cleaned as well, but they may coordinate a work party within the

town to do the work on the floor as the quotes that Dave obtained were a bit more than they are looking to spend.

Mailbox Items

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

- Thank you card from Dunbarton Congregational Church
- Recommendation from Kristine Flythe to appoint Lori Rouleau as a Recreation Committee member.
- Email and notice from Primex regarding a recent employee claim regarding treatment of an old injury.
- Email from resident George Duke regarding the proposed future Rotary at Pages Corner. Mike Kaminski noted that it is a state-controlled intersection. Line Comeau said that he offered some recommendations for the intersection, and she directed him to Chris Remillard.
- Email from Garden Club regarding usage of the upstairs of the Town Hall on the second Monday from 6:15 p.m. to 9 p.m. of each month from April-December.
 - *The Board was in consensus that they will not accept any reservation requests until the project is complete.*

PUBLIC COMMENT

Jeff Crosby said that he went to a meeting in Hopkinton on Monday regarding proposed road work in an area that abuts Old Hopkinton Road by the town line. A resident is petitioning to **change** the Class VI portion to a Class V Road. It was a very informative meeting. He explained the history of Old Hopkinton Road, and told them that Dunbarton doesn't have a need to maintain the road to the town line, the maintenance stops 150 feet from the town property line. This was just an informational meeting, but he asked them to keep him in the loop on any progress.

BOARD MEMBER ISSUES

None.

ADJOURNMENT

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

Meeting adjourned at 8:11 p.m.

Respectfully Submitted,

Jennifer King, Recording Secretary

Signed:

Michael Kaminski, Chair

Dave Nault, Selectman

Justin Nault, Selectman