

**DUNBARTON BOARD OF SELECTMEN  
MINUTES OF MEETING  
THURSDAY, JUNE 27 2013  
TOWN OFFICES – 7:00 P.M.**

The Dunbarton Board of Selectmen held their regularly scheduled meeting at the above time, date and place with Les Hammond, Chairman, presiding.

The following were present:

Les Hammond, Chairman  
Ted Vallieres, Selectman  
Travis James, Selectman  
Line Comeau, Town Administrator  
Alison Vallieres, Recording Secretary

**Members of Boards/Committees and Town Officials:**

Linda Landry, Town Clerk  
Patrick Bowne, Transfer Station Manager  
Dan Sklut, Police Chief

**Members of the Public:**

None

Les Hammond, Chairman, called the meeting to order at 7:00 p.m. with a full Board of Selectmen present along with Line Comeau, Town Administrator, and Alison Vallieres, Recording Secretary.

**APPROVAL OF PREVIOUS MEETING MINUTES (Thursday, June 20, 2011)**

***MOTION:***

*Ted Vallieres made a motion that the Dunbarton Board of Selectmen approve the minutes of the Thursday, June 20 2013 Board of Selectmen's meeting.*

*At this point in the meeting, Travis James stated he would like to amend the minutes of the June 20, 2013 meeting on page 2 under Board Discussion as follows:*

*Instead of the sentence, "Travis James asked if the Library Web Site is on Facebook", it should read as follows:*

*"Travis James asked if the Library Website had the capability to download e-books and Kindle."*

*The amended motion was seconded. The motion passed unanimously.*

**PATRICK BOWNE, TRANSFER STATION MANAGER:**

**Coop Meeting- June 26, 2013:**

Patrick Bowne, Transfer Station Manager, appeared before the Board of Selectmen to bring them up to date on the recent Coop Meeting held on Wednesday, June 26, 2013. He reported the following information:

1. The City of Concord has voted to stop sending their trash to the Coop along with six other towns i.e. Belmont, Bradford, Gilmanton, Henniker, Dunbarton and Pembroke.
2. To pass the contract without Concord, the remaining members needed to commit to sending 58.5% of the trash it currently delivers to Wheelabrator.
3. The towns that voted to stay with the Coop will commit to 55.04% trash to go to Wheelabrator.
4. The Coop will continue their contract with Wheelabrator with only 55.04%. Wheelabrator has agreed to this.
5. The Town of Dunbarton will continue to bring their trash to the Coop until December 31, 2014. (The bill will be received in January 2015) The budget will be for 13 months instead of 12 months.
6. The Town of Dunbarton will also have a "say" in the 2014 Coop budget.

At this point in the discussion, Ted Vallieres asked what the plan is for the future.

Patrick Bowne, Transfer Station Manager, stated he has been talking with various companies regarding prices for disposing of our trash. Recently met with representative of Casella. Will be able to talk with the Board of Selectmen also.

Will be contacting NRRA also in the near future.

Dunbarton does not have to make a decision on this immediately. We should explore all options.

**Lights at Transfer Station:**

1. John Stevens, Energy Committee and Ernie's Electric will be at the Transfer Station on Tuesday July 2, 2013 for the Energy Audit with Lightec.

**Reconstruction of Retaining Wall at Transfer Station:**

Reported that Jeff Crosby has completed the reconstruction of the retaining wall at the Transfer Station. In addition, he was able to level off the area where the containers are located and remove the large rock.

**Maintenance Items for 2014:**

Have notified Town Administrator of the following maintenance items for next year:

1. Re-grade the back lot where water is pooling, etc.
2. Trim work on the building.
3. Work on door for small shed.
4. Recycling building roof has small leak.
5. Repainting of Recycling building.

**Replacement Roll-up Garage Doors in Recycling Windows:**

Have had a good response from the public regarding the larger windows for the recycling, etc. Want to do something with the recycling bench in the future.

**OTHER DEPARTMENTS:**

Line Comeau, Town Administrator, brought up the following items/issues for discussion and/or action:

**Request from Linda Landry for the Trustees of Trust Funds:**

Trustees of Trust Funds have requested a two drawer file to be located in the Town Office.

**After discussion, the Board of Selectmen agreed there was space in an existing file in the Selectmen's meeting room for the Trustees of Trust funds.**

**Town Map:**

Received a telephone call from Town Administrator of Weare regarding the Town of Dunbarton participating in the map in conjunction with Weare and other towns, etc. The company does maps for other towns which do not have a lot of commercial development.

Les Hammond stated he would like to see a sample of both the 11" x 17" and larger map.

It was suggested that both Hopkinton and Goffstown be contacted to see if they are happy with the maps, etc.

**Police Chief:**

The Board of Selectmen asked about the screening of applicants, etc. for the Police Department.

Is this something that we should be doing for all prospective employees? Types of Physicals would be based on various job categories.

It was noted that the Fire Department requires a physical prior to employment.

At this point in the meeting, the following motion was made to confirm a discussion held at the last meeting:

***MOTION:***

*Ted Vallieres made a motion that the Dunbarton Board of Selectmen approve the following pay adjustments as recommended by Police Chief Daniel Sklut in his letter of June 19, 2013 for Patrol Officer Christopher Remillard effective June 13, 2013:*

- 1. Promote Christopher Remillard from Police Officer from Step Two at \$22.28/hour to Police Sergeant Step One at \$24.12/hour.*
- 2. Give Police Sergeant Christopher Remillard a pay increase of \$.50/hour because he has received his Bachelor's Degree. (His adjusted hourly rate will be \$24.62/hour.)*
- 3. Give Police Sergeant Christopher Remillard an On Call Stipend of \$100 per month (\$25.00/week) to be paid semiannually the last pay periods of June and December.*

*Travis James seconded the motion. The motion passed unanimously.*

**LINDA LANDRY, TOWN CLERK:**

Linda Landry, Town Clerk, presented the Recording Secretary an amendment to the Board of Selectmen's minutes of June 13, 2013 on page 3, Item 2 under Utility Pole Licenses as follows:

Presently reads "2. Noted in 1979 there was a record of about 140 pole licenses. "

Corrected minutes should read as follows: "2. Since 1979 there was a record of about 140 pole licenses."

**TOWN GOVERNMENT BUILDING MAINTENANCE FUND:**

Line Comeau, Town Administrator, presented a spread sheet showing various expenditures along with items which were budgeted for. (attached)

She reported that Jeff Crosby, Road Agent, had stated he was willing to take the cost for the Container Platform costs from the Highway Department Budget.

Les Hammond, Chairman, did not agree with taking these costs from the Highway Department budget because he felt that the Town had considerable road work that needs to be done.

After considerable discussion, it was established that the Board of Selectmen would recommend the following items be purchased and/or completed in this budget year:

\$2,210	Paint inside of Town Offices (This price is for three rooms)
\$4,310	Bulletin Board
\$2,200	(2) Air conditioners
\$2,350	Highway Expenses for Transfer Station
<u>\$ 500</u>	Generator

\$11,570 Total

Linda Landry, Town Clerk, asked about the status of wrapping the asbestos pipes as recommended by Kyle Parker, Building Inspector.

At this point in the meeting, the following motion was made:

***MOTION:***

*Travis James made a motion that the Dunbarton Board of Selectmen go into a Non-Public Executive Session in accordance with RSA 91-A:3 to discuss a Personnel Issue. Ted Vallieres seconded the motion. The motion passed unanimously with a roll call vote as follows:*

*Hammond - Yes  
Vallieres - Yes  
James - Yes*

*No decisions or motions were made during the Non-Public Executive Session.*

The regular meeting of the Dunbarton Board of Selectmen reconvened at 8:50 p.m.

**Town Hall and Theatre Restoration Committee:**

Travis James reported that the Town Hall and Theatre Restoration Committee was planning to use the upper Town Hall for a Children's Theatre. Due to the fact that we can put up to 50 people in the upper Town Hall, would be able to have shows, etc.

**Enid Larson is Chairman of the Friends of the Town Hall and Theatre Restoration Committee. Will be having monthly gatherings of groups with a theme for each month.**

**Are in the process of having a new sign for the Library and Town Hall.**

**There being no further business, the meeting adjourned at 9:00 p.m. with the following motion:**

***MOTION:***

***Travis James made a motion that the Board of Selectmen meeting adjourn at 9:00 p.m. The motion was seconded by Ted Vallieres and passed unanimously.***

**Respectfully submitted,**

**Alison R. Vallieres, Recording Secretary**

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**Les Hammond, Chairman**

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**Ted Vallieres, Selectman**

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**Travis James, Selectman**