

**DUNBARTON BOARD OF SELECTMEN
MINUTES OF MEETING
THURSDAY, MARCH 14, 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
Ron Wanner, Selectman
Ted Vallieres, Selectman
Line Comeau, Town Administrator
Alison Vallieres, Recording Secretary**

Members of Boards/Committees and Town Officials:

**Linda Landry, Town Clerk
Kyle Parker, Building Inspector
Travis James, Planning Board and Town Hall & Theatre Restoration Committee**

Members of the Public:

Wendy Dailey

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 (March 7, 2013, March 7, 2013 Non-Public and 1/29/2013 Personnel Plan Public Hearing) :

MOTION:

Ron Wanner made a motion that the Dunbarton Board of Selectmen approve the minutes of the previous meeting of Thursday, March 7, 2013 as written. Ted Vallieres seconded the motion. The motion passed unanimously.

MOTION:

Ron Wanner made a motion that the Dunbarton Board of Selectmen approve the minutes of the previous Non-Public Meeting of Thursday, March 7, 2013 to discuss a personnel issue. Ted Vallieres seconded the motion. The motion passed unanimously.

1/29/2013 Personnel Plan Public Hearing Minutes:

Ron Wanner noted that on page 3 of the minutes, with reference to the statement regarding the FLMA Law, he stated at that time the Town of Dunbarton would comply with the FLMA Law.

MOTION:

Ron Wanner made a motion that the Dunbarton Board of Selectmen approve the minutes of the Personnel Plan Public Hearing of 1/29/2013 as amended above. Ted Vallieres seconded the motion. The motion passed unanimously.

KYLE PARKER, BUILDING INSPECTOR RE COMPLAINT AT GORHAM POND:

Kyle Parker, Building Inspector, appeared before the Board of Selectmen and explained what he had determined when he inspected the Bernie Bastien home and camper at Gorham Pond.

He stated that what was told the Selectmen at last week's meeting was not entirely true.

Kyle Parker stated that there are no solar panels on the camper and there is only a back-up camera on top of the camper.

He stated he found no evidence there was someone living in the camper which was set up in the yard of the home. He spoke with the resident of the property and he had stated there was no apartment up over the garage. There is only a pool table and a couch. This does not mean there is someone living there. Mr. Bastien stated that on occasion, his son and a friend come up and play pool and if they have had too much to drink they might stay over on the couch.

Kyle Parker stated there is nothing that he can do with regard to this complaint. There is no proof that someone is living there at any time. A structure is defined in the ordinance as a permanent fixture on a foundation. What we are talking about is a camper in a person's yard. There is no regulation within the Zoning Ordinance that prohibits setting up a tent and living there.

Les Hammond stated that in the past the Board of Selectmen used to give permits for people to live in a mobile home for a specific time period while they were building a home, etc.

Alison Vallieres, Secretary, will check with John Trottier, Chairman of the Zoning Board of Adjustment to see if the Zoning Board should consider amending the Zoning Ordinance to incorporate something to prohibit living in campers, etc. Any Zoning change would be voted on at the 2014 Town Meeting.

WENDY DAILEY RE TAX COLLECTOR:

Wendy Dailey appeared before the Board of Selectmen and asked how she could get a copy of a paid tax bill for 2011. She stated Martha Rae, Tax Collector, had provided her with the paid 2012 copy but she felt she had also paid some taxes in 2011. She noted she needed this for income tax purposes.

At this point in the meeting, Linda Landry, Town Clerk, stated that someone had come into the office to try to pay taxes and was told they would have to wait for the new Tax Collector to take over. She stated the new Tax Collector cannot take over until after Friday, March 15, 2013 in the event of a request for a recount.

Line Comeau, Town Administrator, stated that due to the fact that the audit for the Tax Collector had been completed on Tuesday, March 12 and the report had not been given to the Town, there would be no way that Martha Rae could take any payment of taxes. The auditor is scheduled to come back on Monday, March 18, 2013 when the new Tax Collector will be starting. In addition, a new Tax Warrant needs to be completed prior to the new Tax Collector taking over.

Les Hammond, Chairman, stated that Martha Rae is still employed as Tax Collector until Friday, why can't she get the information that Wendy Dailey needs and also accept tax payments? Do we have a "void" in the system?

Les Hammond instructed Line Comeau to contact LGC to determine what the correct procedure is with regard to changing Tax Collectors and the Tax Collector Audit, etc. How do residents pay their taxes in the interim?

DEPARTMENT BUSINESS:**Police Department - Accident - February 4, 2013:**

Ron Wanner asked whether the Police Accident Report from New Boston had been received.

It was reported that the Accident Report from New Boston Police has been received.

Line Comeau, Town Administrator, reported that she had been in touch with Susan Savage of LGC regarding what was involved in the claim process. The LGC only has one form for accidents and it is called a "Claim Form". The Police Chief completed this form on-line. This form puts the LGC on notice there has been an accident. Once a repair amount is agreed upon, the vehicle can be repaired unless they agree that the check should be cut directly to the repair company. When we talked about the deductible, they are still waiting for a copy of the Police accident report. They need the Police Report in order to collect the deductible. With their many clients, it is not their job to make payment to the repair company. Evidently, the adjuster has agreed with the price to repair.

It was noted that a tractor trailer backed into the Dunbarton Police Cruiser in New Boston. At the time of the accident, he did not even know he hit the cruiser. J. Pelletier had to chase him down and tell him that he had hit her. He is not debating the fact that he hit her. His insurance should be paying the entire claim and not just the \$1,000 deductible. It is up to the LGC to collect from the person responsible for the accident, the tractor trailer driver.

The Board of Selectmen reached a consensus that the repair shop should be paid at this time.

Line Comeau, Town Administrator, was instructed to contact LGC and have an insurance representative come to the Board of Selectmen's meeting and explain how the accident process works with LGC.

Ad for Administrative Assistant for Building Department:

Line Comeau, Town Administrator, stated she had received price quotes for putting an employment ad in both the Union Leader and the Concord Monitor as follows:

Union Leader - 3 weekends, Saturday and Sunday	\$1,699.11
" " 7 weekdays	\$1,443.77
" " 1 weekend, Saturday and Sunday	\$ 566.37
" " 2 weekends, Saturday and Sunday	\$1,132.74
Concord Monitor - 30 days	\$ 805.34 plus \$100 for online
" " 2 weekends, Saturday and Sunday	\$ 492.29 (includes online)

Les Hammond stated he wanted to make sure the phrase "multi-tasking" was taken out of the ad.

The Selectmen reached a consensus to put the ad in the Union Leader for two weekends at a cost of \$1,132.74.

The ad will also be put on the Dunbarton Web Site and the LGC Website.

The Reviewing Committee will consist of Ken Swayze, John Trottier and Alison Vallieres. They will bring the three top candidates to the Board of Selectmen for final selection.

Audit for Tax Collector:

It was reported that the Auditor found no problems with the Tax Collector's Audit. Will have a copy of the final review in the near future.

Selectmen requested that a call be placed to the Auditor's stating the town would like the final audit report as soon as possible.

Aquatics Control Contract:

Have received final copy of the Aquatics Control Contract for Selectmen's signature. Disclaimer was written providing that the Town of Dunbarton will only pay up to the amount of the Warrant Article and no more.

Selectmen signed contract. It was noted that the Town of Dunbarton needs to send a check to cover the cost of the Wetlands Permit.

Town Audit:

Noted that the Town Audit for 2012 is scheduled for April 25 and 26, 2013.

Letter written by Town Administrator re Transfer Station Temporary Permit:

Les Hammond brought up the fact that recently a letter was written allowing a non-resident access to the Transfer Station for cleaning out their father's residence. This should have gone through the Transfer Station Manager. In addition, there were six grammatical errors along with spelling errors, etc. This is not a good representation for the Town of Dunbarton.

Town Report Error in Numbering Warrant Articles:

Les Hammond asked what happened with the numbering of the Warrant Articles. Stated it was very embarrassing at Town Meeting to have different numbers between the Town Moderator and the Board of Selectmen.

It was established that this occurred due to the fact that at the last minute after proofreading had occurred, an additional article was submitted thus changing the numbering within the Warrant.

LINDA LANDRY, TOWN CLERK:

Linda Landry, Town Clerk, brought up the following items for discussion and/or action:

Possibility of Request for a Recount:

Stated she had received an e-mail request from Brian Pike for a Recount. She told him that she needed a signed request. In addition, she stated the fee would be \$40 along with additional fees as outlined in the RSA. It is unclear what other fees would consist of. After discussion, the Board of Selectmen agreed that the only cost would be the \$40.

Brian Pike has until 5:00 p.m. Friday, March 15, 2013 to request, in writing, a Recount for the Board of Selectmen's vacancy.

At this point, the first day the Recount can be completed would be Thursday, March 21, 2013 at 5:30 p.m. in the Town Office. The Board of Selectmen, Town Moderator, and Town Clerk must perform the Recount.

Attendance at Town Meeting:

Reported that according to Janet Casey, 172 residents attended Town Meeting and voted on the Warrant Articles. The results of the Election are on the Web Site.

Health Insurance Payment:

Stated that the figures that Line Comeau, Town Administrator, had given her regarding her portion of the cost of Health Care for her husband were in error. She would like to go over the figures and correct them accordingly.

Food at Town Meeting:

It was reported that the food provided for Town Meeting workers by the PTO was excellent.

250th Anniversary Celebration:

Alison Vallieres stated that both she and her husband, Ted Vallieres, would like to serve on the 250th Anniversary Celebration Committee once it is set up.

There being no further business, the meeting adjourned with the following motion:

MOTION:

Ron Wanner made a motion that the Dunbarton Board of Selectmen adjourn the meeting at 8:30 p.m. Ted Vallieres seconded the motion. The motion passed unanimously.

Respectfully submitted,

Alison R. Vallieres, Recording Secretary

Les Hammond, Chairman

Ron Wanner, Selectman

Ted Vallieres, Selectman