

**DUNBARTON BOARD OF SELECTMEN
MINUTES OF MEETING
THURSDAY, MARCH 7, 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

Members of the Public:

Holly Riley

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 (February 28, 2013) :

MOTION:

Ron Wanner made a motion that the Dunbarton Board of Selectmen approve the minutes of the previous meeting of Thursday, February 28, 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 to discuss welfare issue of Thursday, February 28, 2013. Ted Vallieres seconded the motion. The motion passed unanimously.

HOLLY RILEY, NEIGHBOR COMPLAINT:

Holly Riley appeared before the Board of Selectmen to report a complaint regarding her neighbor having a camper on his property which someone is living in. Stated that there is an extension cord from the house to the camper, a solar panel on the roof of the camper, water coming from a hose from the house and propane tanks on the side of the camper. The septic is being put into the house septic system by dumping waste in a pail and taking it to the house. Someone is living there.

Stated that they do not think it is right for someone to be living in a camper and dumping their waste this way.

The house is owned by Clara Shelton and rented to Bernie Bastien. Bernie Bastien's son is the one living in the camper.

Holly Riley stated that when Kyle Parker, Building Inspector, asked Mr. Bastien about the situation, he stated that his son was living in the camper on weekends. Kyle Parker could not find any violations to the Building Code at that time.

The Board of Selectmen reviewed the file which included a letter regarding the situation from Kyle Parker, Building Inspector. (attached)

The Selectmen asked if Holly Riley sees someone at the camper every day.

She stated that she sees him drive by very frequently. We also see him out in the yard. There is a fence separating him in the Bernier backyard. Could be just for their dog. Bernie lives in the house and someone else lives in the camper. This is not a temporary situation. It has been going on over eight months. It started in the summer and we figured it wasn't going into the winter. I have provided pictures to Kyle Parker. Kyle talked to Mr. Bastien and he admitted he had someone staying in the camper on weekends. The camper has no connection to the septic system. Septic is being dumped into the house septic by an open bucket and I don't believe the septic system is sufficient for that use.

Holly Riley stated this is a single dwelling property. If they are allowed to do this, that means I could bring a camper onto my property and have all my relatives come and stay with me, etc. That also means that other residents could do the same thing.

Les Hammond, Chairman, stated that according to the letter Kyle Parker submitted to the Selectmen, he was unable to find any enforceable violations at the time he inspected it. Stated the Board of Selectmen need to talk with Kyle Parker to find out what enforceable violations we are able to determine.

Holly Riley stated she did not want her area to become a campground. This would mean everyone can do it on their property.

Les Hammond stated we adhere to the International Building Code and that is what we hire Kyle Parker to enforce.

Holly Riley stated the camper is registered and has a license plate.

Les Hammond stated that in the past, the Board of Selectmen has had requests for people to live in a camper at their property while building a house. This was called temporary housing. Was short term use only. In the past, the Town has issued permits for campers for people coming up to stay only a few months.

Ted Vallieres noted that the Board of Selectmen need to determine if there is an Ordinance to prohibit this and if not, should be up to the Health Officer. Also, the Zoning Board should consider amending the Zoning Ordinance to prohibit this type of use in the future.

Ron Wanner stated that we need to cite something being violated in order to do something about the situation.

Les Hammond stated that the Board of Selectmen will talk with Kyle Parker, Building Inspector, to see if there are other areas we can explore. We don't have any other knowledge at this time that would indicate a violation. Stated the Board of Selectmen will keep Holly Riley advised as to what we decide.

OTHER DEPARTMENTS:

Line Comeau, Town Administrator, brought up the following items for discussion and/or action by the Board of Selectmen:

1. Notice of Lien Discharge for Settlement received for Welfare payments.
2. Notice of Lien Discharge to be recorded which has no dollar value attached. Indicates book and page and date of the release.
3. Mortgage Release

All members of the Board of Selectmen signed appropriate paperwork for the releases.

LINDA LANDRY, TOWN CLERK:

Linda Landry, Town Clerk, appeared before the Board of Selectmen and noted the following with regard to the upcoming Election:

1. Shelley Westenberg, on behalf of the PTO, will be providing meals for Election Day workers. The menu was recently e-mailed to all the workers. Cost will be \$250.00 which is the same as previously. Shelley will stay after and do all cleanup. She also is a Certified worker to be in the kitchen, etc. If there are walk-ins, they will be paying for whatever they eat.
2. In the past Town Elections, there have been approximately 5 - 8 absentee ballots. This year there are twenty (20) out and eighteen (18) have already been returned to us.
3. Noted that in order to vote at the School District Meeting to be held on Saturday, March 16, 2013 at 1:00 p.m., you must be a registered voter. The deadline to be registered is no later than when the polls are closed by the Moderator on Town Meeting day, at 7:00 p.m. or shortly thereafter after the last voter has had a chance to vote. Residents cannot register to vote at the School District Meeting.
4. Asked that the Board of Selectmen work out a schedule whereby they will be present at Election Day. Les Hammond stated he will be at the Town Offices most of the day working on his budget presentation. Ted Vallieres and Ron Wanner will be in attendance at the Town Election Day and available for whatever Fred Mullen, Town Moderator, needs to be done.

OTHER BUSINESS:

Advanced Paving Contract:

Les Hammond, Chairman, reported that Jeff Crosby, Road Agent, had been in contact with him because he would be unable to attend tonight's meeting due to the storm. Jeff Crosby would like to be able to continue with the contract with Advanced Paving as stated in a letter received from them with regard to the contract price. They have agreed to not enact the escalator clause in their bid and continue with the original bid price.

Jeff Crosby, Road Agent, would recommend that the Town of Dunbarton continue with Advanced Paving.

The Board of Selectmen noted that if this was done, the paving would not be put out to bid with the other services this spring.

Ron Wanner stated that if this is done, this "flies in the face of our bid process" and would also assume that the price will go up. We could probably piggy-back with the State for paving prices.

Ted Vallieres noted that they are offering to match whatever the cost of the State DOT contract, etc. Based on this information, he would be in favor of continuing with Advanced Paving as requested by Jeff Crosby.

Les Hammond noted that we have been with Advanced Paving for several years and it has worked out well for the Highway Department. He would recommend continuing with Advanced Paving as Jeff Crosby requested.

MOTION:

Ted Vallieres made a motion that the Dunbarton Board of Selectmen continue the contract with Advanced Paving for asphalt for the year 2013 as noted in their communication. Les Hammond seconded the motion. The motion passed unanimously.

Town Meeting Visitors:

Line Comeau, Town Administrator, reported that there will be three visitors from Armenia and one interpreter. She has made arrangements for the following gifts:

Dunbarton stamped envelopes donated by the American Legion
Maple syrup
Copy of Town Report for 2012

Employment Ad for Building, Planning and Zoning Department:

Line Comeau, Town Administrator, presented a draft copy of the Employment ad for the Building, Planning and Zoning Department Administrative Assistant position. She noted she had given it to Ken Swayze, Chairman of the Planning Board and also forwarded it to John Trottier, Chairman, of the Zoning Board of Adjustment, for comments. She also ran it by the Secretary of the Planning Board and Zoning Board for comments.

Ted Vallieres noted there was no hourly rate included in the ad. The Board of Selectmen reached a consensus that the yearly salary of between \$38,000 - \$42,000 be included in the ad.

Certificates:

Line Comeau, Town Administrator, brought up providing Certificates for outgoing Officers of the Town and presentations at Town Meeting.

The Board of Selectmen advised her to coordinate with the Town Clerk to make sure all outgoing officers are included, etc.

Trustees of the Trust Fund - Cemetery Trustees Request:

Line Comeau, Town Administrator, stated she had received a communication from the Trustees of Trust Funds that they did not understand the letter they received from the Cemetery Trustees because it was not apparent what they were requesting. She stated she told them that the Cemetery Trustees were looking for monies from the interest, etc.

Cartographics Contract:

Line Comeau, Town Administrator, presented the new contract for the GSI Network Services for on-line viewing of mapping, etc. at a cost of \$1,800.

Selectmen agreed with this service and signed the contract in the amount of \$1,800.

SAU re Electrical Provider:

Line Comeau, Town Administrator, reported that the SAU had been in contact with her regarding putting contracts out for bid and wanted to know if the Town of Dunbarton was interested in signing up for an alternative service for electricity than Public Service. If so, we would have to provide building information, etc.

The Board of Selectmen reached a consensus that they did not want to change electrical suppliers at this point and would not participate in changing electrical providers.

Road Posting:

Line Comeau asked if the Selectmen were aware of the date that Jeff Crosby, Road Agent, had decided to post the Town Roads. Goffstown has posted their roads already. The Town of Bow has not posted yet.

The Board of Selectmen thought that the roads would be posted the end of this week but were not sure at this time.

Town Treasurer Payment Schedule:

Line Comeau presented a payment schedule for wages from Pam Milioto, Town Treasurer for the 2013 year.

The payment date would be the last Thursday of each month.

After discussion, the Board of Selectmen signed the appropriate paperwork for payment accordingly.

Charles "Chuck" Frost Planning Board Appointment:

Board of Selectmen signed appropriate paperwork for Charles Frost, Regular Member of the Dunbarton Planning Board for the period ending March 2013.

Web Site Discussion:

Les Hammond brought up the subject of advertising from local businesses scrolling on the bottom of the website as follows:

1. After reviewing minutes of the Board of Selectmen's Meetings of October and November 2012, it was determined that no final decision had been reached regarding the advertisement process.
2. There appears to be many questions that should be answered before a final decision is made. Examples being who makes the determination if there are more than one business who wants the space, who decides, etc. Can businesses advertise for more than one month at a time?
3. There was also the issue of the Selectmen writing a disclaimer regarding the advertisements, etc. Town Counsel should provide this information.

Ted Vallieres stated that he had volunteered to recruit businesses to advertise on the web site but did not feel he should be doing it until such time as the Board of Selectmen made a motion as to how they want to handle it. There should be a procedure as to how we handle this. There are still many unanswered questions.

The Board of Selectmen agreed that the Web Site Committee should meet and work out a procedure to be followed with regard to advertising on the web site before recruiting advertisements. The meeting will be scheduled for some time after Town Meeting.

LGC Check for Repairs to Cruiser:

The Board of Selectmen agreed to hold the check for the repairs to the cruiser because they do not have an accident report nor do they understand the process of the Town of Dunbarton paying the \$1,000 deductible if the accident was the fault of someone else.

At this point in the meeting, the following motion was made to go into Non-Public Executive Session to discuss a Personnel issue in accordance with RSA 91-A:3.

MOTION:

Ron Wanner 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 the following roll call vote:

Hammond - Yes
Wanner - Yes
Vallieres - Yes

There were no decisions or motions made during the Non-Public Executive Session.

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 8:50 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