

DRAFT, SUBJECT TO REVIEW, CORRECTION AND APPROVAL

**DUNBARTON BOARD OF SELECTMEN
MINUTES OF MEETING
THURSDAY, OCTOBER 24, 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:

Jeff Crosby, Road Agent
Patrick Bowne, Transfer Station Manager
Fred Mullen, Town Moderator
Jon Wiggin, Fire Chief
Dan Sklut, Police Chief

Members of the Public and Residents Interested in 250th:

Lee Mullen
Don Larson
Enid Larson
Shelley Westenberg
Steve Mullen

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, October 17, 2013)

MOTION:

Travis James made a motion that the Dunbarton Board of Selectmen approve the minutes of the Thursday, October 17, 2013 Board of Selectmen's meeting as written. Ted Vallieres seconded the motion. The motion passed unanimously.

DUNBARTON'S 250TH ANNIVERSARY: DISCUSS PLAN OF ACTION:

Les Hammond, Chairman, opened the discussion about the 250th Anniversary and noted the following:

1. Stated that the Town has had Celebrations on the 100, 150, 200 and 225 Anniversaries of the Town. The 250th is coming up in 2015.
2. Stated we need a plan of what we will be doing for the 250th.

3. After Town Meeting many signed up to serve on the project including the people here tonight. All have agreed to be on the Committee for the 250th.

4. The Board of Selectmen had the Town of Goffstown representatives for their recent 250th come to speak with us as to how they handled the 250th for their town. They planned an event each month of the year with various organizations doing an event on a particular month. This may be a little too ambitious for Dunbarton.

Don Larson:

At this point in the discussion, Don Larson stated that he had printed out the schedule of events that New Boston had done for their 250th. (attached) In addition he presented a sample of events and activities that could be done in Dunbarton for their 250th. (attached) Stated that we already have the Fire Department Chicken Barbecue in June and the Ham and Bean Supper by the Historical Society in September.

Don Larson also suggested that Fred Mullen might be able to do Geo caching with 250 containers to be placed in Dunbarton and let people know about them. We could see how far away these things can go and find them and take to other parts of the world. Could also put Travel bugs into Geo Caching and see how long it takes to make it to California.

At this point in the discussion, Fred Mullen stated that Dunbarton already has 80 Geo Caching sites. There are restrictions and regulations stating that they can't be any closer than 1/4 mile apart.

Would suggest that Fred Mullen be Chairman of the Geo Caching part of the event.

Les Hammond, Chairman, noted there would be many Sub-Committees for this event.

Organizational Meeting:

At this point in the meeting, Les Hammond suggested that Travis James be the spear head for calling a meeting of all the interested parties and forming a Committee with a Chairman, etc. and various sub-committees. Travis James agreed to call a meeting of all interested parties and schedule the meeting for Wednesday, November 6, 2013 at 6:00 p.m. at the Town Offices.

Shelley Westenberg suggested that all organizations be contacted and asked to participate in this meeting. They all should try to send a representative i.e. PTO, 4-H Club, Girl Scouts, Boy Scouts, etc. She noted that the PTO does the Harvest Moon Supper in November each year. (November 9, 2013)

Ted Vallieres suggested that someone from the Recreation Committee should also be included on this Committee.

Time Capsules:

Shelley Westenberg stated that when she was in elementary school they buried a Time Capsule in the front yard of the school which is now the Town Offices.

Alison Vallieres noted that there is also a Time Capsule in the Town Office Vault which the Historical Society put together but is not sure when it is supposed to be opened.

Fund Raising:

Don Larson stated that the Town Hall and Theatre Restoration Committee would like to do fund raising by selling T-shirts, mugs, etc. with the Town Seal. All monies would go to the Town Hall and Theatre Restoration Committee.

At this point, Fred Mullen stated that he had the original Stark Grange flags at his home rolled up, etc. They were given to the American Legion when Stark Grange disbanded. They should be preserved somehow and/or displayed for the 250th.

250th Anniversary Quilt:

Alison Vallieres stated that they have visited other Towns and many of them have done a 250th Anniversary Quilt showing all historic buildings, etc. She stated she would be willing to work on this project with help from residents. Both the towns of Goffstown and Canterbury have done this.

Travis James asked where it would finally be hung up. It was noted that it would need a large wall such as the Town Hall, etc.

OTHER BUSINESS:

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

Painting of Town Offices:

Stated that she had met with the painting contractor and he has agreed to do all the touch up areas with no extra charge to the Town. He will be coming in tomorrow to finish up with touch ups.

Carpet Cleaning:

Has obtained quotes for carpet cleaning of the Town Offices with a tentative schedule of cleaning the carpets on Friday, November 15, 2013 from Service Master Elite out of Concord, NH. There is a \$300 minimum cost which will cover 560 sq. feet. If we do only the high traffic areas, it will be 492 sq. feet for \$300. There is an additional charge of .15 per square feet for Scotch guard.

If we clean the entire Town Office, including Scotch Guard, it will be \$1,304.20 estimate.

Service Master requires payment in full immediately following the service by credit card or check.

Ted Vallieres asked why we were cleaning the carpets now before the winter season and not in the spring after mud season. He suggested contacting Home Depot and Lowes to find if they have any sub-contractors who do carpet cleaning. It was also suggested that she call Wayne Mills who is responsible for the maintenance for JCM Company.

Lawn Mowing and Snow Blowing School Walkways:

Reported that she had received a telephone call from Mike Underwood and he was willing to continue the contract for lawn mowing of Town Common areas for another two years at the same price as in the past. (\$3,900 per year for 2014-15) He was also willing to continue the snow blowing at the School for the same price as agreed upon for the past two years.

Ted Vallieres noted that the Lawn mowing comes out of the Town Maintenance budget and the Snow Blowing comes out of the Highway Budget. It would be up to the Road Agent if he was in agreement with the Snow Blowing arrangements, etc.

The Board of Selectmen reached a consensus that they would continue the Lawn Mowing contract with Mike Underwood for the years 2014-15 at the yearly price of \$3,900 and Jeff Crosby, Road Agent, agreed with the continuance of the School Snow Blowing arrangements with Mike Underwood as in the past two years.

Electrical Problem - Town Office:

Reported that Ernie's Electrical will be checking the electrical problem at the Town Office re the fans in the Meeting Room either this Friday, Monday or Tuesday at the latest. Will also change out the humidistat switch in the fan for the basement.

Benefits:

New rates for 2014 benefits are reported as follows:

Medical package for 2014 will be increasing 7.9%
 Dental prices will have no increase over 2013
 Long Term disability will have no increase over 2013
 Short Term Disability will decrease 3.5%
 The official packet should arrive in the next few days.

Tax Rate Setting:

DRA called and the earliest day we can set the Tax Rate is Monday, October 28, 2013. It was decided to make the Tax Rate setting appointment for 3:00 p.m. with a brief Selectmen's Meeting at 2:30 p.m. to discuss how much money would be set aside as overlay, etc.

Ted Vallieres stated he did not agree with the DRA recommendation that Towns set aside large amounts of money in case of a disaster. We have insurance and a lot of other safeguards are in place now. Les Hammond agreed with this statement.

Cancellation of Thursday, October 31, 2013 Selectmen's Meeting:

It was noted for the record that next week's Selectmen's Meeting is cancelled due to Halloween.

Town Hall Balcony Repairs:

Tiffany Dodd has reported that the balconies in the upper Town Hall should be repaired with wood instead of being replaced with vinyl in accordance with the historic nature of the building.

DAN SKLUT, POLICE CHIEF:

Speed Monitoring Set Up:

Dan Sklut, Police Chief, reported that the Speed Monitoring Set up borrowed from Bow was put on Stinson Hill Road and recently moved to the center of Town. Don't know how long we will be able to borrow it, but it was recommended it be put on Twist Hill Road next.

Part-Time Officer Interview:

Reported that they had recently interviewed for another part-time officer. Application is in the process of background check, etc. This will help with Holiday coverage which it is difficult to get part-time officers to work

Jon Wiggin asked if any part-time officers had left the Police Department. It was noted there had not been any leaving but it was very difficult to get part-timers to work on the holidays because of other commitments, etc. This will help this situation.

JON WIGGIN, FIRE CHIEF:

Jon Wiggin, Fire Chief, reported that the ambulance was presently out of service due to having body work done on it. We are covered by Mutual Aid during this period. Will hopefully be done in a week.

JEFF CROSY, ROAD AGENT:

Jeff Crosby, Road Agent, reported that he is ready to get the Town Offices parking lot repaved. Monies will be coming out of the Highway Department budget.

PATRICK BOWNE, TRANSFER STATION:

Patrick Bowne, Transfer Station Manager, noted the following updates:

1. Attended Coop Meeting this evening. The GMQ minimum for Dunbarton for next year is 841 tons. This is 37 tons less than last year which was 878 tons.
2. Update us on new contract with Wheelabrator. Will clean up some of the language. Hoping to get it to the towns shortly.
3. Coop Agreement will be in the future, are redoing the agreement.
4. They have started closure on the Land Fill area in Franklin. Another 2 1/2 acres was closed.
5. There will be 13 payments in the next year.
6. Next meeting will be November 5 at the LGC Office at 9:00 am. The Joint Board will be meeting at the Bow Community Center on November 21.
7. Re the lights at the Transfer Station, John Stevens, Ernie the Electrician and Patrick Bowne met last Friday re the lights. The electrician put the pole up where the lights will go. The pole is now all set. Everything has been ordered. Needed the contract signed. Were not so concerned about the deposit but needed the signed contract which was the priority. The lights are six weeks out before they will be installed. We have closed off the area at night.
8. The person we thought would be able to do the welding on the compactor is not available at this point. Are looking for someone with a portable welder.

Selectmen Board Members:

Removing Fire Escape from Town Hall:

Ted Vallieres reported that he had spoken with Dave Stilson re removing the fire escape from the Town Hall. If the Town can wait three weeks, he will be able to reduce the cost by \$500 because he will be renting a lull for another project. The cost of the lull rental is normally \$900. The price to take the fire escape off the building would be \$1,400 providing the Highway Department worker can use the Highway cutting torch to cut the fire escape in three pieces, and the Town can wait three weeks. He can then put it into the Transfer Station dumpster on site and have it taken to recycling, etc. Patrick Bowne has agreed with this arrangement.

After considerable discussion about how the fire escape would be taken off the building where it is bolted into the building, it was decided that Dave Stilson must be aware of how it should be done and he was given the go ahead to proceed with the following motion:

MOTION:

Les Hammond made a motion that Dave Stilson be given the go-ahead to remove the fire escape from the Town Hall. Ted Vallieres seconded the motion. The motion passed by a majority vote as follows:

*Hammond - Yes
Vallieres - Yes
James - No*

There being no further business, the following motion was made:

MOTION:

Travis James made a motion that the Board of Selectmen meeting adjourn at 8:12 p.m. Ted Vallieres seconded the motion. The motion passed unanimously.

Respectfully submitted,

Alison R. Vallieres, Recording Secretary

Les Hammond, Chairman

Ted Vallieres, Selectman

Travis James, Selectman