

DRAFT, SUBJECT TO REVIEW, CORRECTION AND APPROVAL

**DUNBARTON BOARD OF SELECTMEN
MINUTES OF MEETING
THURSDAY, OCTOBER 3, 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
Linda Landry, Town Clerk
John Stevens, Energy Committee
Patrick Bowne, Transfer Station Manager
Jon Wiggin, Fire Chief
Fred Mullen, Town Forest Committee
Ron Jarvis, Town Forest Committee
Ed White, Town Forest Committee

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, September 26, 2013)

MOTION:

Travis James made a motion that the Dunbarton Board of Selectmen approve the minutes of the Thursday, September 26, 2013 Board of Selectmen's meeting as written. Ted Vallieres seconded the motion. The motion passed unanimously.

PATRICK BOWNE, TRANSFER STATION AND JOHN STEVENS, ENERGY COMMITTEE TO DISCUSS LIGHTING AT THE TRANSFER STATION:

John Stevens, Energy Committee, presented five different lighting options for the Transfer Station as follows:

1. Pole Mount Rate OL

(2 x 1000 watt Metal Halide)

Cost \$3,600 + \$1,051.63 per year (distribution & energy service charge)

1st year cost = \$4,651.63, \$1,051.63 per year thereafter

Lights will be on same times as existing Rate OL lights (all night) unless special timer installed.

Not switchable by Town.

2. **Building mount Ligh Tec partial Metal Halide**

Installed cost \$1,849.98

\$64 per year thereafter

No rebates due to low usage

(+) Lower initial cost

(-) Susceptible to early failure from building vibration

(-) Blinding drivers approaching Compactor building from back. Potential liability issue.

These fixtures need to be pole mounted to eliminate this problem.

3. **Building mount Ligh Tec partial LED**

Installed cost \$5,163.79

\$14 per year thereafter

No rebates due to low usage.

(+) Much less susceptible to vibration

(+) No blinding approaching traffic

(-) Higher installation cost.

4. **Portable light, 2 x 1000 watt Metal Halide**

Installed cost. \$1,859 + cost to run conduit to location, est. \$1,200. Total \$3,059.

(+) Initial cost

(-) Limited coverage area as is low mounted (12 ft. max)

(-) Low mount, location limited due to potential blinding of approaching vehicles.

5. **Replace existing downed pole and fixtures**

Est. cost \$5,000

Les Hammond, Chairman, asked which option would be the best for the Transfer Station.

John Stevens noted that Option 1, 2, and 4 would not work well mostly due to blinding of drivers approaching the Compactor Building, etc. This would be a safety issue and should be considered.

John Stevens stated that the difference in price between Option 3 and 5 was only \$164.00. He would suggest going with Option 3 at a cost of \$5,163.79.

After reviewing the pros and cons of the lighting options, the following motion was made:

MOTION:

Ted Vallieres made a motion that the Dunbarton Board of Selectmen approve the purchase of Option #3 above for the partial LED lights at the Transfer Station at a cost of \$5,163.79.

Travis James asked where the money would be coming from.

Patrick Bowne stated he has \$1,800 coming back for a Grant which can be used towards the purchase of the lights.

Travis James seconded the motion. The motion passed unanimously.

There was discussion about what to do in the meantime prior to the lights being installed. John Stevens noted it will probably take between 4 and 6 weeks for the lights, etc. The suggestion of renting a portable light, etc. was made.

Ted Vallieres suggested closing the area off from the public until such time as the lights are installed. This would only occur on Wednesday evenings. Patrick Bowne could also put a sign up stating that brush will not be dumped on Wednesday evening due to the lighting issue.

OTHER DEPARTMENTS:

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

DRA - Setting of Tax Rate:

Received a notice from DRA that there will be no "face to face" meetings with the DRA to set the tax rate until they return to full staff. For the time being, it will be done over the phone, internet or fax like last year.

Memo from Michelle Clark:

Received memo from Michelle Clark re Technical Information for 2013 Municipal Tax Rates. Senate Bill 401 revised the calculation of state adequacy aid, requiring the Department of Education to utilize average daily attendance from the school year immediately preceding the year.

As a result, the DOE will not be able to finalize their calculating until November 7, 2013. This will postpone the finalization of municipal tax rates.

Flood Control Payment:

Budgeted amount for Flood Control was \$19,000. We received \$66,331.13. This is an increase of \$47,331.13. Do we want to revise the MS-4 to include the total money received?

County Tax Posted on DRA Website:

Dunbarton's County Tax is \$765,533 which is down \$60,736.00 from the 2012 County tax of \$826,269. Have checked with Pam Milioto, Town Treasurer, and she says it will be tight but because of the fact that the School Payments being later in the year, will be able to pay the County Tax without any penalty.

Rooms and Meals Tax:

Have checked with Jeane Samms, DRA regarding Rooms and Meals tax. Rooms and Meals came in at \$123,421.00. The MS-4 budget is \$123,000 an increase of \$421.00.

Town Report Printing:

Spoke with the vendor, Town & Country Reprographics who did the last two year's Town Report. They would like our business. The cost of the 2012 Town Report was \$5.03 each for 182 pages. The 2013 Town Report cost will average \$5.60 to \$5.98 each depending on the coil and if we enter into a two year contract. The cost difference between a metal coil and a plastic coil would be \$400 less.

MOTION:

Travis James made a motion that the Board of Selectmen go into a two year contract with Town & Country Reprographics for the printing of the Town Report with a metal coil binder. Ted Vallieres seconded the motion. The motion passed unanimously.

Highway Block Grant:

The Highway Block Grant monies was received in the amount of \$83,681 which is \$2,318.92 less than we anticipated (\$86,000).

Recreation Committee Purchase Order:

The Recreation Committee is requesting the Board of Selectmen's permission to change the vendor from Lowes to another vendor for the lumber for the bleaches. The cost will be the same.

The Board of Selectmen reached a consensus to allow the Recreation Committee to change vendors on the Purchase Order for lumber for the bleaches as long as the total amount is the same.

Thursday, October 10, 2013 - Public Hearing for receipt and expenditure of Highway FEMA Money and Police Department OHRV Monies:

Noted the Public Hearing will be held at the next Selectmen's Meeting to approve expenditure of monies received from FEMA in the amount of \$12,201 for the Highway Department and \$1,080 for the Police Department for OHRV Grant.

Carpet Cleaning - Town Offices:

Line Comeau, Town Administrator, will make arrangements for cleaning of the carpet before winter.

OTHER BUSINESS:**Paving of Town Offices Parking Lot:**

At this point in the meeting, Les Hammond, Chairman, asked Jeff Crosby, Road Agent, if he planned on paving the Town Office Parking lot this year.

Jeff Crosby stated that probably it should be ground up and repaved completely due to the unevenness in the parking lot. Also, the walkways are lower than the pavement and if they are built up any higher, they will be difficult for handicap accessibility.

Stark Bridge:

Jeff Crosby, Road Agent, noted there has been no word on the approval from DES for the replacement of Stark Bridge.

The Board of Selectmen noted that sometime prior to the end of the year, we should get a Purchase Order with a vendor in place in order to carry the money forward into the next year for the bridge.

Historical Society Yard Sale:

Ted Vallieres stated that because there is no policy in place for the use of the Town Common for events, he would like to ask the Board of Selectmen permission for the Dunbarton Historical Society to use the Town Common for a Yard Sale event in conjunction with the Dunbarton Congregational Church Town-wide Yard Sale the second Saturday in June 2014.

The Dunbarton Board of Selectmen reached a consensus that the Dunbarton Historical Society could use the Town Common for a Yard Sale event the second Saturday of June 2014.

TOWN FOREST COMMITTEE:

At this point in the meeting, the Town Forest Committee appeared before the Board of Selectmen to discuss the possibility of not allowing shooting at the Town Gravel Pit which is part of the Winslow Town Forest. They stated that there are people using the area that come from out-of-town, etc. They leave all their rubbish behind and the Town Forest Committee has been picking it up for some time. In addition, they are using automatic weapons and shooting at old TV's and Computers. All the glass, etc. remains on the property which is a hazard.

Eric Blow was responsible for a cleanup operation a while ago. Within two months, there was just as much debris as previously. We cannot continue with allowing shooting at this pit. New Boston fired off the Molly Stark Cannon in the pit recently because the Town of New Boston does not let them fire it in New Boston except on the 4th of July.

Because the Society of New Hampshire Forests (SPNHF) has an interest in this property, we would like to stop allowing shooting in this pit. Recently put up a sign that states "No Shooting" but it was taken down within two or three days.

Ted Vallieres noted that there should be some sort of consequence for people who disobey the law with regard to shooting on Town Property when it is posted not to shoot. .

It was noted that the Dunbarton Police Department uses the pit for practice. If we stop others from using the pit, the Police cannot use it either. Noted the Police Department could use the Kimball Pond area for practice shooting if necessary. It was also suggested that the Pioneer Sportsmen Club could possibly be used by the Police Department.

Jeff Crosby asked if the Town having signage up, would that eliminate the town's liability?

Travis James will ask the Police Department if they can go down there and check because the Police Department has double coverage on weekends, etc.

It was noted that the Board of Selectmen can regulate where firearms can be used.

The Board of Selectmen agreed to have Line Comeau, Town Administrator, research the RSA for not allowing shooting on property and report back to the Board of Selectmen.

PARTICK BOWNE, TRANSFER STATION MANAGER:

Patrick Bowne, Transfer Station Manager, appeared before the Board of Selectmen regarding the following items for discussion:

Passing out Flyers at Transfer Station:

William Nichols has asked if they could hand out flyers advertising Nichols Garage at the Transfer Station. Patrick Bowne felt he should bring this to the Board of Selectmen to make a decision.

The Board of Selectmen reached a consensus that it was alright to pass out flyers at the Transfer Station as requested by Nichols Garage.

State Auction coming Up:

Would like permission to send an old snow blower to the State Auction. No longer any need for it.

Board of Selectmen reached a consensus for Patrick Bowne to surplus the old snow blower to the State Auction.

James Williamson - Commercial Hauler:

Possibility of an issue with James Williamson bringing in commercial hauling. When he was at the Board of Selectmen's Meeting, he stated that he would no longer be doing Commercial Hauling only for John Herlihy and one other resident.

He has come to the Transfer Station with three loads last week and two loads this week. The bags we have opened to date are not the residents he said he would be taking care of.

Noted that the Board of Selectmen passed a policy that all Commercial Haulers had to pay a fee and provide insurance certificates. Stated he was bringing the Board of Selectmen up to date. Will continue to monitor the situation.

LINDA LANDRY, TOWN CLERK:

Linda Landry, Town Clerk, appeared before the Board of Selectmen regarding the Pole Licensing Procedure recently passed. Stated that the two different forms were confusing. Appeared to do the same thing.

Line Comeau, Town Administrator, will call William Herman regarding the forms and let Linda Landry know the process.

Vehicle Registration Revenues:

Linda Landry, Town Clerk, reported that Revenue from Vehicle Registrations was up by \$30,683.00 from last year.

JEFF CROSBY, ROAD AGENT:

Jeff Crosby, Road Agent, appeared before the Board of Selectmen to discuss the following issues:

Town Office Parking Lot Paving:

Asked the Board of Selectmen how long could they tie the parking lot up to do the suggested paving. We have to make some sort of provision for parking, etc. Need time to do preparation to get the parking lot ready for paving. Might be better to rip it up and do think we are going to have some height issues with the walkways of the Town Offices. Noted that the parking lot is very rough and has holes, etc.

Jeff Crosby will measure the parking lot and figure something out and let the Board of Selectmen know the estimated cost.

OTHER BUSINESS:

20 mph Signs for Stinson Hill Development:

At this point in the meeting, Travis James, Selectman, stated that he was concerned about speeding at Stinson Hill Development. The Police Department has pulled over twelve or so people recently exceeding the speed limit of 30 mph. Would like to change the speed limit to 20 mph at Stinson Hill. Would request that Jeff Crosby, Road Agent, obtain signs stating 20 mph at Stinson Hill and put them up. There are many children that play in the road and with people speeding there will be an accident, etc. Stated that rumble strips would not be the answer.

The Board of Selectmen had no objection to putting 20 mph signs at Stinson Hill.

School Sheds:

Fred Mullen stated that the last time we were at the Board of Selectmen's meeting, there was a discussion about getting together with the School Principal, Patrick Bowne and I regarding the items in the sheds at the School. Still looking for the round tables. Patrick Bowne is available on Monday and Friday. Patrick Bowne also stated that he would try to work within the other's schedules if need be.

Jeff Crosby, Road Agent, suggested that this might be a good time to discuss the snow blowing of the school walkways with the Principal.

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

MOTION:

Ted Vallieres made a motion that the Board of Selectmen meeting adjourn at 8:35 p.m. Travis James seconded the motion. The motion passed unanimously.

Respectfully submitted,

Alison R. Vallieres, Recording Secretary

Les Hammond, Chairman

Ted Vallieres, Selectman

Travis James, Selectman