

DRAFT, SUBJECT TO REVIEW, CORRECTION AND APPROVAL

**DUNBARTON BOARD OF SELECTMEN
MINUTES OF MEETING
THURSDAY, SEPTEMBER 5, 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
John Stevens, Energy Committee
Patrick Bowne, Transfer Station Manager
Gregg Arce, Library Trustee
Mark Antonio, Library Trustee
Jon Wiggin, Fire Chief

Members of the Public:

J. R. Swindlehurst

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, August 29, 2013)

MOTION:

Travis James made a motion that the Dunbarton Board of Selectmen approve the minutes of the Thursday, August 29, 2013 Board of Selectmen's meeting as written. Ted Vallieres seconded the motion. The motion passed unanimously.

7:00 P.M. - PUBLIC HEARING RE UNANTICIPATED REVENUE PURSUANT TO RSA 31:95-b:

Les Hammond, Chairman, opened the Public Hearing at 7:04 p.m. He stated the following:

1. The Town has received unanticipated revenue in total of \$33,114.36. This has been received from LGC in accordance with a Court Decision, etc.
2. Because the Town has received more monies than \$5,000, we are required to have a Public Hearing in order to decide what to do with the monies.
3. Received monies from Primex, our Workmen's Compensation Carrier, Property Liability Trust and Health Trust.

4. In addition, there are possible monies to be received prior to December 1, 2013 in accordance with a Supreme Court Ruling.

Ted Vallieres asked if we knew how much money we are expecting to get back in all. Would suggest getting in touch with LGC to try to find out.

Not known at this time.

5. Noted that some years ago, the Town passed a Warrant Article that the Board of Selectmen on behalf of the Town could expend any funds that were not provided for in the budget. If unanticipated revenues are over \$5,000, we must have a Public Hearing to expend them.

6. Stated that this Public Hearing is to hear any input that the public might wish to offer.

7. Noted that one of the items the Board of Selectmen had agreed to do with some of the monies was to get the Town Offices painted inside.

8. Also are considering replacing part of the lighting system at the Transfer Station.

Line Comeau, Town Administrator, reported that the Utility values had recently increased by \$4,000,000. If you take the Tax Rate for Utilities of \$18.98/thousand, it comes to almost \$75,000 increase in taxes from utilities. This does not include additional tax revenue from the pickups. The Department of Revenue and the Auditors are suggesting that the Town increase the amount set aside in Overlay to cover abatements. This year we set aside \$6,000. Would suggest that we set aside \$25,000 for overlay this coming year.

Suggestions from the Public as follows:

Jon Wiggin, Fire Chief -- Suggested that the Board of Selectmen put monies in the bank for the future. Just because we have monies does not mean we have to spend it now. We should carry it forward until the next year. We also have the Capital Reserve funds. We should put it away for a "Rainy Day".

Les Hammond, Chairman, stated that typically we would like to do that. We try to keep the tax rate the same. We don't want to lower the tax rate for one year and then have it increase the following year.

J. R. Swindlehurst suggested putting some monies towards the 250th Anniversary Celebration.

The Board of Selectmen noted that no 250th Committee has been established yet. There are residents who have signed up but no final decision has been made. Should leave it up to the Committee as to what plans they want to do for the 250th and Fireworks, etc.

At this point in the discussion, Les Hammond asked J. R. Swindlehurst if he was comfortable with the amount of monies set aside for Fireworks for Old Home Day.

J. R. stated that he had heard some complaints that they were not as visible as in the past when they were in the Baseball field in back of the Fire House. They had to be moved to Koerber's field because of the close proximity to the school. He stated that in addition, for \$3,500 we are purchasing 3" & 4" which only go up 300' and 400'. We can purchase 5" and 6" which will go up 500' and 600' for an additional \$1,000. He can provide 33 more 6" shells for the additional \$1,000 for Old Home Day. He stated he will shoot off whatever the Board of Selectmen approves him to purchase. There is presently \$3,500 allocated for Old Home Day Fireworks. He stated he recently met with Ken Koerber and the fireworks rep in the Koerber's field and they are looking forward to the Fireworks display.

The Board of Selectmen reached a consensus to approve the additional purchase of \$1,000 more to be used for 33 6" additional fireworks for Old Home Day.

In addition, J. R. Swindlehurst suggested putting more money away for Fireworks for the 250th Anniversary. New Boston recently had their 250th Anniversary with fireworks and they spent \$14,000 for 1200 shells.

Gregg Arce, Library Trustee - Stated that the Library has needs such as replacement lighting. In the past, the Town has paid for maintenance items such as carpet, etc. We were planning on letting the lighting go until 2014 when we could budget it. If monies are available now, we could do it.

Estimates for replacement/new lighting are as follows:

Retrofitted Lighting (uses existing lights) - \$100 each for a total of \$600 - \$900
plus installation of \$600 for a total of \$1,200 - \$1,500

New Lighting @ \$250/light for 6 lights - \$250 per light plus installation of \$600.00
These would be hanging lamps that look similar to present ones.

Noted that in the past, ballasts which are in the basement have burnt out regularly along with the bulbs. This is because the ballasts are too far away from the lights. In addition, the bulbs are mounted vertically and they are designed to work horizontally.

In addition, there is an issue where the lighting is running in one direction and the book shelves are running in the other direction. The staff does not want to change the direction of the book shelves because they would not be able to see down the stack, etc. It is all indirect lighting.

John Stevens, Energy Committee, reported that there will be a cost saving of \$635/year. In addition, we would not have to replace the ballasts on a regular basis along with the bulbs. Because the bulbs are too far away, they are burning out faster than they should. Will probably amount to at least a total cost saving of \$700/year.

Gregg Arce stated he would like to thank John Stevens, Energy Committee, for all his hard work in getting the figures for the lighting.

Travis James asked if the Library has any money to do any matching funds for purchasing lighting?

Gregg Arce noted there is a Capital Improvements Fund that could be used towards replacement lighting. He noted the Library has not touched any of the Capital Improvement monies for a long time.

Smoke Detectors:

Jon Wiggin noted that there are two smoke detectors on the second floor of the Town Hall which need to be replaced. The cost is about \$50 each plus installation. One is at the top of the stairs and the other is in the hall. The remaining ones still work but we should have them all working because we are using the upper Town Hall now.

The Board of Selectmen reached a consensus to allow for the replacement of the two smoke detectors in the Upper Town Hall and pay for it from Town monies. The Alarm Company will replace the smoke detectors.

In addition, Gregg Arce noted the key pad for the Security System was not working. Needs to be replaced. The Library will budget for this in 2014.

Balconies at the Town Hall:

Les Hammond, Chairman, reported that the balconies at the Town Hall were in disrepair and needed to be fixed. Have requested a local carpenter to give us an estimate of the cost of the damage. There are considerations because the Town Hall and Theatre Restoration Committee are questioning the balconies history in relation to the Town Hall , etc.

Transfer Station Lighting Replacement:

John Stevens, Energy Committee, reported that he had just received a report from Ligh Tec, Inc. regarding replacement of lighting at the Transfer Station. He noted the following:

He reported that he had just received the estimates today at 4:30 p.m. and had not had an opportunity to go over them.

Ted Vallieres asked Patrick Bowne how many hours per week the lights were on. Noted that this was brought about when the pole with the two lights fell down. Asked if he was satisfied with the lighting prior to the pole falling over. Asked if there was any monies within his budget to pay for the lighting.

Patrick Bowne stated that the lighting needs to be taken care of. It is a safety issue now. He stated his budget was already \$5,000 in the hole because of the compactor repairs. He noted lighting requirements as follows:

Tuesday - Approximately one hour per day
 Wednesday - Approximately four hours per day (3:30 to 8:00 pm.)
 Saturday - Approximately 4 hours per day

This would mean a total of 10 - 12 hours per week at the most for the lights to be on.

Noted that John Stevens, Energy Committee, has worked on this plan. Can get a used pole at a cost of \$3,500. Ernie's Electric quoted a price for a metal pole. Stated that he never thought the insurance company would not cover the problem.

John Stevens went over the differences between the lights as follows:

Metal Halide Option (does not withstand vibration)	\$10,179.68 (includes rebate)
LED Fixture Option (\$1,600/light)	\$23,881.20 (includes rebate)

Ernie's Electric has said that the lights that are there now fail because they are halogens which have a filament and the building vibrates. LEDs are much better. If you want more lighting down to the back end, a metal halide light will be more susceptible to vibration. than a LED.

Les Hammond asked Patrick Bowne if he could pay for the lighting from his account.

Patrick Bowne stated that his accounts are in the red already because of the compactor converter repairs of \$5,000.

After considerable discussion, the Board of Selectmen decided that they would not make a decision this evening as to what to do. John Stevens needs more time to review the options. He will report back to the Selectmen. John Stevens will not be back from vacation until September 25 to report.

Modular for Vision Software:

Line Comeau, Town Administrator, stated she would like to purchase a modular for conversion of data with the Vision Program, etc.

Les Hammond, Chairman, stated this expenditure should be included in the 2014 budget.

Les Hammond, Chairman, stated he would like a motion to close the Public Hearing on Unanticipated Revenues seeing as there were no further comments.

MOTION:

Travis James made a motion to close the Public Hearing on Unanticipated Revenues at 8:05 p.m. Ted Vallieres seconded the motion. The motion passed unanimously.

OTHER BUSINESS:

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

Trapping Permit:

Bill Miles has requested his annual beaver trapping Permit on Town owned land.

Les Hammond, Chairman, signed the permit.

NHMA - Webinar:

There is a Webinar scheduled for Wednesday, September 11, 2013 between 12:00 noon and 1:00 p.m. on "How the Tax Rate is Set". It will also be available for play back link at a later time if attendees cannot make this particular time.

Auditors:

Auditors are working on the Final Report and the MS-5. Have asked if there is a possibility of meeting with the Board of Selectmen at an earlier time than 7:00 p.m. Selectmen noted the possibility of meeting at 6:30 p.m. instead of 7:00 p.m.

Thursday, September 12, 2013 at 7:00 p.m. - Public Hearing of Acceptance of Chan Parcel and Pole Licensing Rules:

Reported that there will be a Public Hearing next week, Thursday, September 12, 2013 on above items.

Also working on Public Hearing for the Conservation Commission for gates and bars on Kimball Pond.

LINDA LANDRY, TOWN CLERK:

Linda Landry, Town Clerk, reported the following:

Microfilm for Town Records:

Reported that the microfilm of Town Records which was done by the Mormons is now on CD's. Would like to start putting it on the Web Site for the public to view. It starts with the 1765 Town records. Would not include any Town records that are not allowed to be published according to the privacy statute. Noted the problem is that they are not indexed in any way. They are the same as in the books.

Travis James stated that she should remember that Dan Troy is the one who is responsible for the website and gets paid for it also.

Other Comments from the Public:

Jon Wiggin, Fire Chief, noted that he was going to have some expenditure items for the repair of a pump, etc.

Patrick Bowne, Transfer Station Manager, reported that he recently met with Bow Recycling and they have set a date of **Saturday, October 5, 2013 for Hazardous Waste Day between the hours of 8:30 - 1:00 p.m.** It will be held at Bow. It is now on the Dunbarton Website and flyers will be going out this weekend. Hopefully, we will get a better turnout than in the past.

Linda Landry, Town Clerk, suggested putting the Hazardous Waste Day on the Marquee on the Town Common.

It was noted that the Recreation Committee purchased the Marquee, therefore any items to be put on the Marquee should go through the Recreation Committee.

Les Hammond asked Patrick Bowne if he was surprised by the City of Concord's decision to go with Casella. It was noted that the Town of Dunbarton can reach out and get the best possible price, etc. We have plenty of time.

Patrick Bowne reported that he had spoken with a representative from LGC regarding the claim for the fire that occurred at the Compactor, etc. The Town insurance is \$1,000 deductible so we will be responsible for the first \$1,000 but will be receiving a check from them. Do not know at this time how much it will be. Would like to see if there is a way of putting the funds back into the Transfer Station budget because we paid for the costs of repair.

Travis James, Selectman, stated he had spent six hours riding with the newest part-time police officer, Geoffrey Pushee. Stated he was a great addition to the team. He already has tons of knowledge.

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

MOTION:

Travis James made a motion that the Board of Selectmen meeting adjourn at 8:20 p.m. The motion was seconded by Ted Vallieres and passed unanimously.

Respectfully submitted,

Alison R. Vallieres, Recording Secretary

Les Hammond, Chairman

Ted Vallieres, Selectman

Travis James, Selectman