

**DRAFT, SUBJECT TO REVIEW, CORRECTION AND APPROVAL**

**DUNBARTON BOARD OF SELECTMEN  
MINUTES OF MEETING  
THURSDAY, JANUARY 7, 2016  
TOWN OFFICES - 7:00 P.M.**

The Dunbarton Board of Selectmen held the regularly scheduled meeting of the Dunbarton Board of Selectmen at the above time, date and place with Brian Pike, Chairman, presiding.

The following were present:

**Brian Pike, Chairman  
Ted Vallieres, Vice Chairman  
Tom Groleau, Selectman  
Line Comeau, Town Administrator  
Alison Vallieres, Recording Secretary**

**Members of Boards/Committees and Town Officials:**

**Stephen Laurin, Planning, Building and Zoning  
Ken Swayze, Chairman, Planning Board  
George Holt, Co-Chairman, Planning Board  
Jon Wiggin, Fire Chief  
Brett St. Clair, Conservation Commission  
Patrick Bowne, Transfer Station  
Dan Sklut, Police Chief  
Leo Martel, Historic Awareness Committee**

**Members of the Public:**

**Ralph Fellbaum  
Bob Martel**

It was noted for the record that Videotaping of the meeting was done by Bob Martel.

Brian Pike, Chairman, called the meeting to order at 7:02 p.m. with a full Board present along with Line Comeau, Town Administrator and Recording Secretary Alison Vallieres.

**Approval of Previous Meeting Minutes - Thursday, December 17, 2015:**

**MOTION:**

*Tom Groleau made a motion that the Thursday, December 17, 2015 Board of Selectmen Meeting Minutes be approved as written. Brian Pike seconded the motion.*

**Board Discussion:**

*Ted Vallieres stated he had some questions regarding an item in the minutes regarding the Cemetery Trustees Budget and which Selectman was stepping down from voting on the Cemetery Trustees budget. He noted the minutes stated as follows:*

*"At this point in the meeting, Brian Pike, Chairman, stated he would be recusing himself from any discussion regarding the Cemetery Trustees Budget. Tom Groleau would be acting as Cemetery*

*Trustee and not as a Selectmen but will act as Chairman of the Cemetery Trustees regarding the Cemetery Trustees Budget. "*

*Does this mean that Brian Pike would be acting as a Selectman and voting on the Cemetery Trustee Budget and Tom Groleau would be acting as a Cemetery Trustee and not voting on the Cemetery Trustees Budget?*

*It was determined that only Brian Pike would be voting on the Cemetery Trustees budget and Tom Groleau would be recusing himself from voting on the Cemetery Trustees budget.*

*The motion passed unanimously.*

**Approval of Previous Non-Public Meeting Minutes - Thursday, December 17, 2015:**

**MOTION:**

*Tom Groleau made a motion that the Non-Public Meeting Minutes of Thursday, December 17, 2015 of the Board of Selectmen be approved as written. Brian Pike seconded the motion.*

**Board Discussion:**

*At this point in the discussion, Ted Vallieres asked Patrick Bowne what the status was for hiring employees at the Transfer Station.*

*Patrick Bowne reported that he was in the process of hiring one of the applicants and the other had not responded to telephone calls, etc. so therefore felt he was not interested in a position. In addition, have received another application.*

*The motion passed unanimously.*

**MOTION:**

**Approval of Workshop Meeting of the Board of Selectmen - Tuesday, December 22, 2015:**

*Tom Groleau made a motion to approve the Workshop Meeting Minutes of Tuesday, December 22, 2015 of the Board of Selectmen as written. Ted Vallieres seconded the motion.*

**Board Discussion:**

*Ted Vallieres asked what the status was for the Police dispatch services.*

*Police Chief Sklut reported that there was a successful test. Should be up and running in the next week. Did not find out until this morning.*

*The motion passed unanimously.*

**MOTION:**

*Tom Groleau made a motion to approve the Minutes of the Special Meeting of Tuesday, December 29, 2015 of the Board of Selectmen as written. Ted Vallieres seconded the motion.*

*Ted Vallieres noted that the minutes say that Brian Pike stated as follows:*

*"Brian Pike, Chairman, stated that the down side in the event the Warrant Article does not pass, is a potential court challenge to a decision by the Zoning Board or Planning Board if our Master Plan*

*is not updated. He also stated that he felt this option to encumber funds was within the purview of the Planning Board to do like any other committee can do."*

*Ted Vallieres stated he would like to get a legal opinion on if a Department head or Committee can spend or encumber monies without the approval of the Board of Selectmen. Can departments spend any appropriation for something else that was not included in the budget? This would include the Master Plan.*

*The motion passed unanimously.*

**BRETT ST. CLAIR, STONE FARM CONSERVATION PROJECT:**

**Brett St. Clair, Chairman, Conservation Commission, reported on the Stone Farm Conservation Project as follows:**

1. Reported that they had asked for \$135,000 from LCHIP and had been successful in getting \$117,000. M. Watkins has written six other grants and has raised 80%. We have \$60,000 left to raise through private funding.
2. Have established a Friends of the Stone Farm Committee for Fund Raising. Will be conducting fund raising throughout the year. If all the money is not raised in 2016, will continue the fund raising. There is no time line.
3. Presented a handout showing cost of Town and School Services in relation to the Stone Farm. Handout notes considerable savings to the Town re Conservation land and the development impact.

At this point in the discussion, Brian Pike asked how the Kimball Pond trash situation was. Brett St. Clair indicated that it appears to be looking better. They have dropped trees where people were camping and Jeff Crosby has put rocks. It is much better than it has been in the past.

**PLANNING AND ZONING PROPOSED 2016 BUDGET:**

**Ken Swayze, Chairman, Planning Board and George Holt, Co-Chairman, Planning Board, appeared before the Board of Selectmen and presented the Planning and Zoning Proposed 2016 Budget as follows:**

<u>Account</u>	<u>2015 Budget</u>	<u>2016 Proposed</u>	<u>Change</u>
Advertising-Planning	600	500	- 100
Advertising-Zoning	800	600	- 200
Secretary-Planning & Zoning	5,500	4,950	- 550
Postage-Planning	500	500	Same
Postage-Zoning	500	500	Same
Supplies-Planning & Zoning	100	120	+ 20
Fees & Services	3,050	3,055	+ 5
Mapping	1,125	1,500	+ 375
Online Query Manager GIS	1,800	1,800	Same
Recording Fees/Planning	200	200	Same
Engineering Costs	1,000	1,000	Same
Planning Consultant	4,375	4,450	+ 75
Planning and Zoning Training	350	350	Same
<b>Totals</b>	<b>19,900</b>	<b>19,525</b>	<b>- 375</b>

Ken Swayze, Chairman, Planning Board, explained the line items and noted changes as noted.

George Holt commented that the Mapping and Online Query Manager was an excellent price for what we are getting.

It was explained that the Planning Board was hoping for Central New Hampshire Regional Planning Commission to work on an update for the Master Plan. This was what the Planning Consultant budget line was for.

Ken Swayze noted that in the past, the Planning Board has contracted with Central New Hampshire Regional Planning for updates and proposed ordinances i.e. Work Force Housing, Planning Rural Development Ordinance and Zoning changes.

There was considerable discussion regarding the proposed contract with Central Regional Planning Commission for the update of the Master Plan. It appeared to be a two year contract.

Ted Vallieres stated his concern was that Departments come to the Board of Selectmen at the 11th hour with contracts that encumber monies in the 2015 budget. He stated he agreed with updating the Master Plan. He just wants to make sure we follow the rules of the Bid Policy. The Planning Board should be planning ahead if they want to initiate a contract with 2015 monies instead of waiting until the last week of December.

In addition, Ted Vallieres stated that the contract is in an amount which is over the threshold where we should be going out to bid according to the bid policy.

*The Board of Selectmen reviewed the Bid Policy and Exceptions. It was established that there appeared to be no way that an exception to the Bid Policy could be used in this case.*

Ken Swayze noted that Central Regional is offering the Town of Dunbarton up to \$4,000 towards the cost of updating the Master Plan with the Town paying up to \$12,000 for a total of \$16,000. He also noted that Central Regional has allowed us to cancel the contract with 30 days notice. It was noted that the payment schedule according to the contract for 2016 is \$2,000 upon execution, \$2,000 on 6/30/2016, \$2,000 last payment on 11/30/2016.

After considerable discussion, it was determined that the proposed contract is for the year 2016 with a final date of November 2016.

*George Holt suggested adding \$2,000 to the 2016 budget and funding the first part of the contract from 2016 funds. The second phase can be funded from 2017 budget funds.*

*The Board of Selectmen agreed with this approach to the Master Plan Update and agreed with the addition of \$2,000 to the 2016 Planning Board/Zoning budget.*

**STEPHEN LAURIN, BUILDING DEPARTMENT PROPOSED 2016 BUDGET:**

Stephen Laurin, Building Department, presented the Building Department proposed 2016 Budget as follows:

<u>Account</u>	<u>2015 Budget</u>	<u>2016 Proposed</u>	<u>Change</u>
Admin. Assistant Bldg/Planning & Zoning	42,640	43,807	+ 1167 (53 PP)
Admin. Assistant OT	2,534	2,500	- 34
Admin. Bldg. Inspector	13,253	11,000	- 2,253
Supplies/BI	3,126	4,000	+ 874

Training/BI	350	300	-	50
BOCA Dues	350	300	-	50
<b>Total</b>	<b>62,253</b>	<b>61,907</b>	<b>-</b>	<b>346</b>

It was noted that the reason Supplies was up was because of the two copiers, (wide copier and Meeting Room copier service contracts).

It was suggested that the cents be dropped from the salary and rounding it to 43,808. It was noted that the salary figure included 53 pay periods and the CPI of .08%.

*The Board of Selectmen had no comments on the Building Department 2016 proposed budget.*

**JON WIGGIN, FIRE DEPARTMENT PROPOSED 2016 BUDGET:**

Jon Wiggin, Fire Chief, presented the Fire Department proposed 2016 budget as follows:

<u>Account</u>	<u>2015 Budget</u>	<u>2016 Proposed</u>	<u>Change</u>
Administration-Part Time	12,493	12,800	+ 120
Administration-Fire Chief	3,280	3,000	- 280
Forest Fire Fighting	1,200	1,500	+ 300
Training-Fire Dept.	3,500	3,000	- 500
Mutual Aid Compact	24,615	25,872	+1,257
Gasoline-ire Dept.	1,000	750	- 250
Diesel Fuel-Fire	2,500	2,000	- 500
Office Supplies/Fire	500	500	Same
Fire Station Supplies	400	400	Same
Telephone-Fire Dept.	1,000	1,500	+ 500
Mobile Phone-Fire Dept.	1,500	1,500	Same
Dept. Equip. Maint.	10,000	10,000	Same
Dues/Fire Dept.	750	750	Same
Radio Repair/Fire	1,000	750	Same
Pagers - Fire Dept.	--	1,500	+ 1,500
Fees & Services/Fire Dept.	1,000	1,000	Same
Protection Equipment	11,000	10,000	- 1,000
Subscriptions/Fire	200	250	+ 50
Fire Prevention	1,000	1,000	Same
Dry Hydrant Repairs	750	750	Same
Med/Ambulance Expenses	4,000	4,000	Same
Paramedic Intercepts	2,200	2,200	Same
Fire Alarm (NEW)	--	400	+ 400
<b>Totals</b>	<b>83,875</b>	<b>85,422</b>	<b>+ 1,547</b>

Discussion:

Jon Wiggin, Fire Chief, noted the following regarding the Fire Dept. budget:

1. There is a new alarm system at the Fire Department. Looking into possibility of combining the alarm and fire system with the Police Department, etc.
2. Fire Department computer has died. In need of a new computer. It was noted that the Fire Dept. computer should come under the umbrella of the Town Offices computers. Fire Department

should be able to back up onto the Town Server. Line Comeau will check with True North regarding pricing for a new computer for the Fire Department and putting the Fire Department computer onto the Town Server.

3. Becoming more expensive to operate an ambulance. In addition, EMT's need additional training which the Fire Dept. pays for.

It was asked if Dunbarton could coordinate with other surrounding towns regarding training, etc. Jon Wiggin noted that the surrounding towns are all larger than us and it would not be feasible.

Chair, Brian Pike asked Chief Wiggin if he would take some time and outline future issues and concerns that the Town will be required to face with regard to the Fire Department, and report back to the BOS. This way the Town can be better prepared to address the changes that will be coming in a proactive approach instead of a reactive approach.

**Fire Department Warrant Articles:**

Jon Wiggin reported that he would request the following Warrant Articles be submitted for the 2016 Town Meeting:

1. \$20,000 for a forestry vehicle (This is a replacement for the 1954 forestry vehicle recently turned back to the State who turned it over to the Town of Hopkinton) would look for a used vehicle. Do not want a new vehicle because it is driven in the woods. Would like to have a one Ton truck or pickup with a flat bed with four wheel drive.
2. \$60,000 for a Capital Reserve Fund to go towards a new Fire truck. Are saving money for a new engine in 2021. Looking at a possible cost of \$400,000 or more. Canterbury just priced one for between \$450,000 and \$500,000. We are looking for an engine with practical equipment on it.

**Town Business - First Draft Town Warrant:**

Line Comeau, Town Administrator, presented a first draft Town Warrant for 2016 with the following Warrants:

3. *To see if the Town of Dunbarton vote, pursuant to RSA 35:9-a, II (which became effective July 26, 2014), to authorize the Trustees of the Trust Funds, without further action of the town meeting, to charge any expenses incurred for professional banking or brokerage assistance for capital reserve funds in their custody as authorized in RSA Chapter 35, against the capital reserve funds involved, such authority to remain in effect until rescinded by a vote of the town meeting, which said vote to rescind such authority shall not occur within 5 years of the adoption of this article (Majority vote required).*

*Estimated 2016 tax rate impact: \$ \_\_\_\_*

*Recommended by the Board of Selectmen (Vote \_\_\_\_)*

4. *To see if the town will vote to adopt RSA 41:41a Acquisition or Sale of Land, Buildings, or Both. If adopted in accordance with RSA 41:14-c, the selectmen shall have the authority to acquire or sell land, buildings, or both; provided, however, they shall first submit any such proposed acquisition or sale to the planning board and to the conservation commission for review and recommendation by those bodies, where a board or commission or both, exist. After the selectmen receive the recommendation of the planning board and the conservation commission, where a board or commission or both exist, they shall hold 2 public hearings at least 10 but not more than 14 days apart on the proposed acquisition or sale; provided, however, upon the written petition of 50 registered voters presented to the selectmen, prior to the selectmen's vote, according to the*

*provisions of RSA 29:3. The selectmen's vote shall take place no sooner than 7 days nor later than 14 days after the second public hearing which is held.*

*II. The provisions of this section shall not apply to the sale of and the selectmen shall have no authority to sell:*

- a. Town-owned conservation land which is managed and controlled by the conservation commission under the provisions of RSA 36-A.*
- b. Any part of a town forest established under RSA 31:110 and managed under RSA 31:112.*
- c. Any real estate that has been given, devised, or bequeath to the town for charitable or community purposes except as provided in RSA 498:4-a or RSA 547:3-d.*

*Estimated 2016 tax rate impact: \$\_\_\_\_\_*

*Recommended by the Board of Selectmen (Vote ----)*

- 5. To see if the town will vote to change the purpose of an existing transfer station department vehicle or equipment Capital Reserve Fund to the Transfer Station Roll Off vehicle fund. (2/3 vote required)*

*Estimated 2016 tax rate impact: \$\_\_\_\_\_*

*Recommended by the Board of Selectmen (Vote \_\_\_\_\_)*

Ted Vallieres noted that the intent of the Warrant Article for the Transfer Station Roll Off vehicle had been changed by adding the word "equipment" to the Capital Reserve Fund. The way it is now set up is that monies put into this CRF can be used for any other equipment at the Transfer Station. That was not the original intent of the Capital Reserve Fund. If this continues, when the time comes to purchase the Roll Off truck, there will be no monies in the CRF.

At point in the discussion, it was noted that it would probably be easier to submit another Warrant Article to cover the Transfer Station Roll Off vehicle than to try to change the wording of the Transfer Station Equipment fund.

*The Board of Selectmen reached an agreement to start another CRF for the Transfer Station Roll Off vehicle and leave the present CRF for Transfer Station equipment.*

- 6. To see if the town will vote to increase the compensation for the elected treasurer to \$10,000 annual salary.*

*Estimated 2016 tax rate impact: \$\_\_\_\_\_*

*Recommended by the Board of Selectmen (Vote \_\_\_\_\_)*

- 7. To see if the town will vote to raise and appropriate the sum of ten thousand dollars (\$10,000) to be added to the Revaluation Capital Reserve Fund established for this purpose as summarized in the Capital Improvement Plan.*

*Estimated 2016 tax rate impact: \$\_\_\_\_\_*

*Recommended by the Board of Selectmen (Vote \_\_\_\_\_)*

- 8. To see if the town will vote to raise and appropriate the sum of twenty five thousand dollars (\$25,000)*

*to be added to the Highway Vehicle Capital Reserve Fund previously established a summarized in the Capital Improvements Plan.*

*Estimated 2016 tax rate impact: \$ \_\_\_\_\_*

*Recommended by the Board of Selectmen (Vote \_\_\_\_\_)*

9. *To see if the town will vote to raise and appropriate the sum of four thousand five hundred dollars (\$4,500.00) for the milfoil control at Gorham Pond and to authorize the selectmen to accept a grant from the State of New Hampshire DES in the amount of one thousand seventy five dollars (\$1,075.00), known as the Variable Milfoil Control Grant. The balance of three thousand four hundred twenty five dollars (\$3,425.00) to come from taxes.*

*Estimated 2016 tax rate impact: \$ \_\_\_\_\_*

*Recommended by the Board of Selectmen (Vote \_\_\_\_\_)*

- TAKE OUT - 10.** *To see if the town will vote to raise and appropriate the sum of twenty thousand dollars (\$20,000) for the maintenance and repair of cemetery monuments in the east, center and north cemeteries as recommended in the Capital Improvements Plan (CIP)*

*(Take this Warrant Article out as it was last year's Warrant Article)*

10. *To see if the town will vote to raise and appropriate the sum of sixty thousand dollars (\$60,000) to be added to the Fire Department emergency vehicle Capital Reserve Fund previously established as summarized in the Capital Improvements Plan.*

*Estimated 2016 tax rate impact: \$ \_\_\_\_\_*

*Recommended by the Board of Selectmen (Vote \_\_\_\_\_)*

11. (NEW) *To see if the town will vote to raise and appropriate the sum of twenty thousand dollars (\$20,000) to be put in a Capital Reserve Fund for the Transfer Station Roll Off Truck Capital Reserve Fund as summarized in the Capital Improvements Plan.*

*Estimated 2016 tax rate impact: \$ \_\_\_\_\_*

*Recommended by the Board of Selectmen (Vote \_\_\_\_\_)*

12. *To see if the town will vote to raise and appropriate the sum of \$ \_\_\_\_\_ to reconstruct a section of Grapevine Road (phase II) approximately 7,500 feet. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the construction is completed or by December 31, 2021, whichever comes first.*

*Estimated 2016 tax rate impact: \$ \_\_\_\_\_*

*Recommended by the Board of Selectmen (Vote \_\_\_\_\_)*

*(Selectmen to determine amount for Warrant Article)*

13. *To see if the Town will vote, to adopt the provisions of RSA 40:13 (known as SB 2) to allow official ballot voting on all issues before the Town of Dunbarton, NH on the second Tuesday of March. Passage requires a 3/5 majority vote of those voting.*

*(3/5 Ballot Vote Required) (By Petition)*

*Estimated 2016 tax rate impact: \$\_\_\_\_\_*

*Recommended by the Board of Selectmen (Vote\_\_\_\_\_)*

14. *To see if the Town will vote to adopt the provisions of RSA 32:5-b, and implement a tax cap whereby the governing body (or budget committee) shall not submit a recommended budget that increases the amount to be raised by local taxes, based on the prior fiscal year's actual amount of local taxes raised, by more than 2.5 percent.*

*(3/5 Ballot Vote Required) (By Petition)*

*Estimated 2016 tax rate impact: \$\_\_\_\_\_*

*Recommended by the Board of Selectmen (Vote\_\_\_\_\_)*

15. *To see if the town will vote to exclude all funds from unassigned general fund balance (aka surplus) for the purpose of passage of all future warrant articles. This policy to remain in effect until rescinded by the legislative body.*

*(3/5 Ballot Vote Required) (By Petition) (being reviewed by NHMA)*

*Estimated 2016 tax rate impact: \$\_\_\_\_\_*

*Recommended by the Board of Selectmen (Vote\_\_\_\_\_)*

16. *To hear the reports of agents, auditors, committees and other officers heretofore chosen and pass any vote relating thereto.*

17. *To transact any other business that may legally come before this meeting.*

**OTHER TOWN BUSINESS:**

**Questions regarding the Utility Appraiser Contract:**

1. Ted Vallieres asked who has the authority to sign the Utilities Appraiser Contract? He noted he realizes that the Cemetery Trustees have the authority to sign contracts but does the Board of Assessors come under the same RSA? It was noted that in the past the Board of Assessors had signed the contract.
2. How can we have a contract with the Utility Appraiser which has a clause that pays \$4,000/year for work to be done in 2020? This amounts to a contract of \$20,000 that will be done in 2020. This is considered payment in advance of services. The Board of Selectmen noted that our policy does not permit advance payment for services or goods.
3. In addition, the contract is in the amount required to be put out to bid. It is over \$10,000. The fact that they say they cannot find anyone to bid is not a reason not to put it out to bid. This Appraiser has 50 towns. What about the remaining 170+ towns? They must have a utility appraiser.

*After discussion, the Board of Selectmen agreed to add a Warrant Article for Utility Appraiser for \$4,000 in a Capital Reserve for the 2020 Utility Appraiser contract.*

**Tom Groleau asked about the Kitchen Fund. It was noted that in the past, the \$1,000 had been included in the Town Government Building account.**

**Warrant Article for Expendable Trust for Cemetery Sale of Lots Monies:**

Brian Pike reported that the Cemetery Trustees would be putting in a Warrant Article under RSA 289:2: a to allow them to put monies from sale of cemetery lots into an expendable trust. This would allow the Cemetery Trustees to expend these monies on cemetery maintenance, etc.

**January 14, 2016 Board of Selectmen's Agenda:**

Line Comeau, Town Administrator, reported that next week's Board of Selectmen agenda would include the following:

Legislatures from the House of Representatives  
Library Budget  
Welfare Budget  
Police Budget  
Transfer Station Budget  
Town Clerk Budget  
Complaint from citizen

Tom Groleau also mentioned the fact that the Board of Selectmen should be speaking with the architect regarding the Town Hall Roof. He offered to contact the architect and make arrangements to be on the Board of Selectmen's agenda for Thursday, January 21, 2016.

It was suggested that the Board of Selectmen consider having a Workshop Meeting for the budget. Possible dates were discussed as follows:

Workshop Meeting - Monday, January 18, 2016 at 7:00 p.m.  
Regular Selectmen's Meeting - Thursday, January 14, 2016 at 7:00 p.m.  
Regular Selectmen's Meeting - Thursday, January 21, 2016 at 7:00 p.m. (Budget Wrap-up)  
Regular Selectmen's Meeting - Thursday, January 28, 2016 at 7:00 p.m.  
Public Hearing on Budget - Thursday, February 4, 2016 at 7:00 p.m.  
Second Public Hearing on Budget if needed - Monday, February 8, 2016 at 7:00 p.m.  
Town Meeting - Tuesday, March 8, 2016

**Board of Selectmen Mailbox:**

Brian Pike, Chairman, went through the Board of Selectmen's Mailbox as follows:

1. Notice to all Departments and Committees regarding the deadline for Annual Reports of January 29, 2016.
2. Report on radio testing
3. Request for update on the Memorial Bench. It was noted that the Board of Selectmen were going to write a policy regarding memorials, etc.

*Line Comeau asked if the Board of Selectmen would consider putting the Memorial Bench in front of the Town Offices.*

4. Brian Pike, Chairman, noted a citizen suggested to him that a Memorial Brick Walkway be constructed with individuals purchasing a brick with name, etc.
5. Purchase order for gates for cemetery.
6. Should the Town Offices add a disclaimer similar to what the Police Department puts on all their e-mails, etc. *Line Comeau will research this.*

7. Concerned citizen coming to the Board of Selectmen's Meeting on Thursday, January 14, 2016.

*It was suggested that Line Comeau try to put this off until January 21, 2016 due to the large agenda on January 14.*

8. The Dunbarton/Bow State Representatives asked to appear before the BOS on January 14, 2016.

9. Correspondence regarding signers for SB 2 Warrant Article were registered voters.

10. Warrant Article with letter to DRA regarding Unassigned Fund Balance. DRA notes it will be advisory only. Will need Legal opinion.

11. Should also include the school regarding Tax Cap.

**Board Member Comments:**

Ted Vallieres asked about computer support for the Board of Assessors budget line. Was this for more than one computer. It was established this was for 2 licenses loaded onto five computers who have Vision.

Asked if the Treasurer was using the computer which had been purchased for her. It was noted that there were possibly some other work that needed to be done before she could use it.

Noted that the Board of Selectmen should look into a new sound system that would work for Town Meeting. In the past, because of the location of the speakers, the Board of Selectmen cannot hear anything in the audience, etc. Will contact Fred Mullen.

**Public Comment:**

Ralph Fellbaum stated that he felt the utility \$4,000 portion of the utility appraiser contract should not be within the contract. Has this happened in the past? Answer: Yes it has. It should be put into a CRF. What if something happens between now and the time the work is to be done? We should not be paying anything to the contractor until the work is done.

Patrick Bowne - No comments

Leo Martel - No comments

Bob Martel - Stated he felt the time lines on the agenda were really optimistic. The agenda does help with keeping us informed as to what is being talked about.

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

*MOTION:*

*Tom Groleau made a motion that the Dunbarton Board of Selectmen's meeting adjourn at 10:40 p.m. Ted Vallieres seconded the motion. The motion passed unanimously.*

Respectfully submitted,

Alison R. Vallieres  
Recording Secretary

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**Brian Pike, Chairman**

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**Ted Vallieres, Selectman**

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**Tom Groleau, Selectman**