

DRAFT, SUBJECT TO REVIEW, CORRECTION AND APPROVAL

**DUNBARTON BOARD OF SELECTMEN
MINUTES OF MEETING
THURSDAY, JANUARY 21, 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

Guests:

Rep. John F. Martin
Rep. Bill Kuch

Members of Boards/Committees and Town Officials:

Heidi Wright, Recreation Committee
Pat Wright, Recreation Committee
Deb Marcou, Recreation Committee
William Johnson, Recreation Committee
Dan Sklut, Police Chief
Linda Landry, Town Clerk

Members of the Public:

Jerry Tepe, JRT AIA Architect
Ron Slocum
Mert Mann
Don Larsen
Bob Martel

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

Brian Pike, Chairman, called the meeting to order at 7:08 p.m. with a full Board present along with Line Comeau, Town Administrator and Recording Secretary Alison Vallieres.

JERRY TEPE, JRT- AIA Architect:

Jerry Tepe, Architect, appeared before the Board of Selectmen to discuss helping the Board of Selectmen with writing an RFP for the Town Hall Roof and any other help they would need concerning the Town Hall Roof. He noted the following:

1. Stated that in New Hampshire, there are primary roofing materials that are used i.e. asphalt, metal and slate. Until recently, asphalt has had the vast majority of the market. Metal is starting to come into consideration. Asphalt shingles are not a consideration in this case. Asphalt shingles do not shed snow. The snow load will become too heavy for the roof.

2. Metal will shed snow. It is a consideration along with natural slate.
3. Slate is used primarily on historic buildings because that was what was there on the building in the beginning and sometimes new construction might use slate. Slate costs two or three times what asphalt costs. Slate will last between 75 - 100 years.
4. Metal roofing, with a standing seam comes in steel or aluminum. Steel is used when you don't have a deck underneath and the roofing needs to span. If the finished metal is damaged, it will rust. As time goes by, you are going to get rust stains on the roof. Would advise you use aluminum if you were going with metal. The cost differences are not great. The finishes on either one are about the same.
5. There are other products out there in the roofing market. There are materials that can look like wooden shakes. Have not seen a lot of them in New Hampshire. Not sure if roofing contractors would be using these. They are probably not familiar with the products.
6. Stated he would do anything the Board of Selectmen requested him to do. Would work on developing an RFP and they could put it out to bid in the spring and plan on having the roof done in the summer of 2016.
7. Stated he had read Jeff Trexler's analysis.
8. Stated that when we do see slate, it is usually on an historic building. That is why the synthetic slates came out. Haven't seen a lot of metal shingles.
9. Suggested that where the materials are made is important. If the product is made on the west coast, it is used primarily on the west coast, etc.
10. Whatever materials you decide to use on the building, you should strip everything off the roof back to the deck. Should do any reinforcing at that point because this is the only way you are going to get the long dimension lumber up there is through the roof. This would also give the Town the opportunity to make sure the structure is sound.

The Board of Selectmen explained there was a committee that was working on the building project last year and they looked at the roof structure. They were focused on a metal roof. They noted that the RFP the Board put together got a very poor response. Got a fairly good response on Vermont Slate but not on metal. We had specified Vermont Slate in the RFP. Decided we should spec the material out again and find a contractor that sells the product. Mentioned Beacon Sales as a possibility. We need to consider both slate and metal and request two prices in the bid.

The Board of Selectmen noted they needed to have the contract with Jerry Tepe signed. Had Town Attorney look at it and he recommended the indemnification language. Jerry Tepe stated he could not sign the contract with this clause in it based on his insurance company's recommendation.

The Board of Selectmen noted they had no problem with striking the clause regarding limiting the liability. The Board of Selectmen crossed out the clause regarding limiting the liability, etc. and both parties initialed the revised contract. The Board of Selectmen signed the final contract.

Jerry Tepe stated regarding the scope of work, he is only going to do what you tell me to do. He noted the scope of the work is kind of vague. Would like the Board of Selectmen to forward a list of duties and scope to him. Would like a copy of the minutes of the meeting of what you would like me to do along with a list of duties. Will forward material as he goes along. Once he gets to the final product, he will ask for a meeting.

Line Comeau will forward him a copy of the original RFP which did not work.

Tom Groleau stated the goal is to maintain the look of the building.

MOTION:

Brian Pike made a motion that the Dunbarton Board of Selectmen accept and sign the contract with JRT - AIA, Architect (Jerry Tepe), dated January 13, 2016 with suggested changes as initialed. Ted Vallieres seconded the motion. The motion passed unanimously.

REP. BILL KUCH AND REP. JOHN MARTIN:

Both Rep. Bill Kuch and Rep. John Martin, Representatives from Bow, appeared before the Board of Selectmen to introduce themselves and let the Board know if they had any need or questions, they are available.

Rep. Bill Kuch stated he was assigned to the Public Works and Highways Committee. Rep. John Martin stated he was on the Criminal Justice and Public Safety Committee.

Both Representatives noted that they had connections with Dunbarton in that they were both members of the Pioneer Sportsmen Club located in Dunbarton. In addition, they brought up several legislative bills that were being considered i.e. HB 1479 and HB 1572. There is one bill that taxes vehicles that are high efficiency gas models. If there are any bills that the Board of Selectmen feel should be lobbied, feel free to contact either one of them.

The Board of Selectmen noted that one of Dunbarton's issues was that we have no fast speed internet service. Would like to see how we could obtain this. Dunbarton Telephone is in the process of putting in fiber optic but it won't be completed for up to five years at a cost of \$5 million dollars. Dunbarton's only internet service is GSI Net through Granite State Telephone. Also have to depend on satellite service for TV.

At this point in the meeting, Brian Pike, Chairman, asked if there were any people in the audience who would like to make a comment.

Linda Landry, Town Clerk, stated that she has an antennae for TV and is able to receive 20 channels.

RECREATION COMMITTEE PROPOSED 2016 BUDGET:

Heidi Wright, Pat Wright, Deb Marcou, and William Johnson, Recreation Committee members, appeared before the Board of Selectmen with a proposed budget for 2016 as follows:

<u>Account</u>	<u>2015 Budget</u>	<u>2016 Proposed Budget</u>	<u>Change</u>
Rec-Basketball	-	1,000	+ 1,000
Rec-Softball	-	1,500	+ 1,500
Rec. Halloween	-	--	
Rec. Christmas	150	300	+ 150
Rec. Easter	100	100	Same
Rec. Excursions	650	1,300	+ 650
Old Home Day	5,000	3,000	- 2,000
Fire Works Display	4,500	3,000	- 1,500
Memorial Day	300	300	Same
TOTALS	10,700	10,500	- 200

Recreation Committee Comments:

Heidi Wright, Pat Wright, Deb Marcou and William Johnson, Recreation Committee members appeared before the Board of Selectmen with their proposed budget and commented as follows:

1. Noted they felt that they should be able to expend any remaining funds that the Old Home Day Committee did not use because they were included in the bottom line of the Recreation budget. This was a problem because the Old Home Day Committee was a separate committee from the Recreation Committee.
2. Felt that \$4,500 for a fireworks display was too much. They noted that not a lot of people were seeing the display and they felt the money could be better used somewhere else.
3. Stated that the uniforms for basketball and softball were so old, they were falling apart. They do not have the money to replace them.

At this point in the discussion, the Board pointed out that the Recreation Committee Bank account had a balance of \$19,536.68 as of December 31, 2015. In December of 2014, the balance was \$13,131.

Will Johnson stated that the Bank Account was mostly an in and out. He puts in monies from the basketball and pays referees and other costs out of it. It is pretty much a wash. In the beginning when this account was set up, a new score board was a priority. The basketball program starts in 2014 and ends in 2015. The checkbook is essential for how we operate.

The Board of Selectmen reported that with a new MOU between the Town and the School, the score board will be paid for by the Town and School and not the Recreation Committee. The MOU also lays out responsibility for the ball field, etc.

4. Considering having an ice skating rink. The Committee is looking into this possibility.
5. The softball field needs considerable work. Several years ago, we purchased bleaches. The bases need to be updated, and new dugouts, stone dust, etc. along with planting of grass, etc. At this point, there are no dugouts. Would spend up to \$4,000 on the softball field and dugouts, etc.
6. There are only five members. They would welcome any help they could get. It was suggested that maybe putting a note on the Dunbarton website might help. Also posting something at the Library might help.
7. Asked why the Community Center now comes under the School Board. It is a Community Center for all residents, not just the school. Why are the school and the town separate?

Board of Selectmen explained the reasoning. This is part of the reason for the MOU with the school.

8. Stated when they did Old Home Day, it was 100% free. Now it has turned into a craft fair or a bake sale. There is a lack of communication.

9. Regarding the excursions, it was great having so many people on the bus. The possibility of going to the Flower Show in Boston was discussed.

The Conservation Commission monthly hikes were mentioned. It was suggested that the Rec Committee get in touch with Brett St. Claire, Chairman of the Conservation Commission. The Conservation Commission information is on the Dunbarton Webpage.

10. Stated their budget was only \$900.00 last year. The Old Home Day was \$5,000 plus \$4,500 for fireworks.

11. The Recreation Storage Shed is full of Halloween items that they have no use for. It was suggested they contact the PTO to see if they had a need for the Halloween items.

12. In the past, every parent with children in the sports programs, took a turn at working at the concession booth, or in some other way. Can no longer run the concession booth because of health rules regarding serving of food, etc.

Approval of Previous Meeting Minutes - Thursday, January 14, 2016:

Tom Groleau made a motion that the Dunbarton Board of Selectmen accept the regular meeting minutes of Thursday, January 14, 2016 as written. Ted Vallieres seconded the motion. The motion passed unanimously.

Approval of Previous Non-Public Meeting Minutes - Thursday, January 14, 2016:

Tom Groleau made a motion that the Dunbarton Board of Selectmen accept the minutes of the Non-Public Meeting of Thursday, January 14, 2016 as written. Ted Vallieres seconded the motion. The motion passed unanimously.

Approval of Previous Non-Public Meeting Minutes - Thursday, January 14, 2016:

Tom Groleau made a motion that the Dunbarton Board of Selectmen accept the minutes of the Non-Public Meeting starting at 10:30 p.m. of Thursday, January 14, 2016 as written. Ted Vallieres seconded the motion. The motion passed unanimously.

TOWN ADMINISTRATOR, 2016 BUDGET REVENUES:

Line Comeau, Town Administrator, presented the Revenue Worksheet for 2016. The Board of Selectmen made the following changes:

<u>Account</u>	<u>2015 Estimated</u>	<u>2015 Actual</u>	<u>Total Estimate 2016</u>
TAXES	63,000	59,036	51,000
LICENSES, PERMITS & FEES	562,000	607,958	587,000
FROM STATE	278,000	298,955	293,027
CHARGES FOR SERVICES	81,000	62,686	60,000 (Reduced Dept. Income \$10,000, reduced Recycling Income \$5,000)
MISCELLANEOUS REVENUES	<u>5,550</u>	<u>30,039</u>	<u>6,400</u>

Monday, January 25, 2016 at 7:00 p.m. - Budget Workshop Meeting

Board of Selectmen Comments:

Ted Vallieres asked about the status of the sound system for Town Meeting.
Line Comeau reported that the sound system is all set according to Dan Troy.

Tom Groleau stated he received a telephone call from a town resident concerning whether Tim Terragni could still serve on the Board of Assessors if he was not a town resident.

Tom Groleau also reported that he had spoken with a representative of Harvard Pilgrim Health Insurance. Would suggest having them attend a Board of Selectmen's Meeting to explain their program.

Public Comment:

Ron Slocum asked when old Hot Topics are taken off the web site. In addition, when should the note about Cemetery Trustees and Board of Selectmen attending meetings, etc. be taken off.

It was noted that this is still in effect because both Brian Pike and Tom Groleau are Cemetery Trustees and Selectmen.

Also, he is still receiving bank statements as the Trustees of the Trust Fund. Would like this to be corrected as soon as possible.

Bob Martel - No Comment

At this point in the meeting, the following motion was made:

MOTION:

Brian Pike made a motion that the Dunbarton Board of Selectmen go into a Non-Public Executive Session in accordance with RSA 91-A-3, II (c) at 11:07 p.m. Tom Groleau seconded the motion. The motion passed unanimously with the following Roll Call Vote:

*Vallieres - Yes
Pike - Yes
Groleau Yes*

The Board of Selectmen's meeting reconvened at 11:15 p.m.

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 11:16 p.m. Ted Vallieres seconded the motion. The motion passed unanimously.

Respectfully submitted,

Alison R. Vallieres
Recording Secretary

Brian Pike, Chairman

Ted Vallieres, Selectman

Tom Groleau, Selectman