

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

**DUNBARTON BOARD OF SELECTMEN  
MINUTES OF MEETING  
THURSDAY, MARCH 17, 2016  
TOWN OFFICES - 7:01 P.M.**

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

The following Board Members were present:

Brian Pike, Chairman  
Tom Groleau, Selectman  
Robert "Bob" Martel, Selectman

Not Present:

Line Comeau, Town Administrator is on vacation, the meeting will be recorded to transcribe the minutes.  
Recording secretary is not present

Members of Boards/Committees and Town Officials:

Mary LaValley, Board of Assessors  
Bryan Clark, Board of Assessors  
Dan Sklut, Police Chief  
Ken Swayze, Planning Board  
George Holt, Planning Board  
Leo Martel, Historic Awareness Committee  
Patrick Bowne, Transfer Station

Members of the Public:

Fred Mullen  
Mert Mann  
Stanley Sowle  
Gayle Sowle  
Brent Sowle  
Ms. Sowle  
Donna Dunn  
Daughter and son  
Fran Hill  
Darlene Leone

It was noted for the record that Leo Martel was videotaping the meeting.

Brian Pike, Chairman, called the regular Board of Selectmen's meeting to order at 7:01 pm with a full Board present. The Town Administrator is on vacation and the recording secretary is not present so we will be taping the meeting to transcribe at a later date. I would ask that anyone who has to speak to announce themselves so we can accurately record the information for the minutes. At this time would like to welcome our newest Selectman Bob Martel. Stated to Bob if at any time we are moving too quickly to feel free to interrupt so you can be on board.

**OLD BUSINESS:**

**Approval of Previous Meeting Minutes of Thursday, March 3<sup>rd</sup>, 2016:**

**MOTION:**

***Tom Groleau made a motion that the Dunbarton Board of Selectmen approve the regular meeting minutes of Thursday, March 3<sup>rd</sup>, as written. Brian Pike seconded the motion. Bob Martel abstained from the approval as he is new to the Board. (Vote 2-A)***

**Approval of Previous Non-Public Meeting Minutes of Thursday, March 3<sup>rd</sup>, 2016:**

**MOTION:**

***Tom Groleau made a motion that the Dunbarton Board of Selectmen approve the Non-Public Meeting Minutes of Thursday, March 3<sup>rd</sup>, as written. Brian Pike seconded the motion. (Meeting minutes are sealed) (Vote 2-A)***

**APPOINTMENT TO THE CHAIRMAN OF THE BOARD:**

Brian Pike acting as past Chairman of the Board brought up to the need to elect a Chairman for the new session.

**MOTION:**

***Tom Groleau made a motion to have Brian Pike continue as Chairman of the Board. Bob Martel Seconded the motion. (Vote 2-0)***

Brian Pike thanked the Board for their vote of confidence.

**MOTION:**

***Brian Pike stated that he would like to make a motion to have Tom Groleau serve as Vice-Chair of the Board.***

**DISCUSSION:**

Brian Pike Stated that as Tom is the second longest member on the Board, this would allow Bob to get familiar with the whole process of the Board.

**VOTE:**

***Bob Martel Seconded the motion. (Vote 2-A)***

**NEW BUSINESS:**

**EXACTION FEE (HOLMES ROAD):**

Brian Pike stated that he would like to go out of order and discuss the exaction fee prior to opening up the library roof bids.

Brian Pike stated that the Board had received a response from the Town's attorney regarding the exaction fee release of funds. The attorney's email response was read. It was noted that even though "Holmes Road was in need of upgrades or even maintenance does not preclude the town from requiring an exaction to pay for some of those improvements, provided the improvements are "reasonably related" to the needs created by the new development. Because Holmes Road was already in need of certain improvements, the town could not charge the entire cost of the road upgrades to the Sowles as an exaction for their subdivision, but the town could charge the Sowles for a "proportional share" of the necessary road improvements that were created by the additional dwelling that would be benefited by the improved road". (Quote from email)

There was a substantial discussion with the public and committees present.

The consensus of this Board was to table this discussion to research all of the meeting minutes from the Selectman's meetings and the Planning Board meeting for review and interpretation.

**TOWN HALL LIBRARY ROOF BIDS:**

Brian Pike opened the first application received:

Prices quoted as follows:

**1. LGR 1 Incorporated.**

Reviewed all pages for compliance of the bid requirements.

- Slate roof materials: \$75,000.00

It was noted this amount was a base amount without any square footage calculated or labor.

- Work outside of scope: \$75.00 per hour
- Materials: 20% cost above

**2. Sentry Roofing.**

Reviewed all pages for compliance of the bid requirements.

- Slate roof materials: \$68,850.00

It was noted this amount was a base amount without any square footage calculated or labor.

- Work outside of scope: \$65.00 per hour
- Materials: 22% above cost

**3. Sentry Roofing.**

- Metal roof materials: \$43,250.00
- Work outside of scope: \$65.00 per hour
- Materials: 22% above cost

**4. LGR1 Incorporated.**

Reviewed all pages for compliance of the bid requirements.

- Metal roof materials: \$68,000.00
- Work outside of scope: \$60.00 per hour
- Materials: 20% cost above

The consensus of the Board was to review the bid applications and compare them to the towns copy. Public comment asked if there would be the same thickness of the materials.

**OTHER TOWN BUSINESS:**

Brian Pike, Chairman announced that the Board would be going into a non-public Executive Session in accordance with RSA 91:A- 3 (c) for the purpose of meeting with the Board of Assessors.

**MOTION:**

***Brian Pike, made a motion to go into non-public per RSA 91:A- 3 (c) at 7:45pm. Tom Groleau seconded the motion.***

*Pike – Yes  
Groleau – Yes  
Martel – Yes*

Tom Groleau announced exiting the non-public meeting and returning to the regular Board Meeting at 7:56pm.

Brian Pike announced the Board was back in session. We had a meeting with the Board of Assessors regarding the vacancy of a Board of Assessor.

**MOTION:**

***Brian Pike made a motion to appoint Jacques Belanger to the remaining term of Tim Terragni approximately one year. Bob Martel seconded the motion.***

**DISCUSSION:**

None.

**VOTE:**

***Vote (2-1) the vote of the passed by majority. Jacques has been appointed to the Board of Assessors for the remainder of the term.***

**BOARD OF SELECTMEN MAILBOX:**

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

Tom Groleau asked to read the following from the Town Clerk Linda Landry.

The newly elected officials have been sworn in with the exception of one Ethics Committee member. Ken Swayze informed Linda that Jeff Crosby and Chuck Frost would like to be reappointed to the Planning Board. The appointment papers are attached.

Also noted, Town Clerk will have a list of upcoming reappointments for the next meeting.

Linda plans on advertising the Deputy Town Clerk position on the Town's website because the position is limited to a Dunbarton town resident, will not go to the expense of advertising in the newspaper.

**APPOINTMENT PAPERS:**

**MOTION:**

***Tom Groleau made a motion to reappoint Chuck Frost as a Planning Board member with the term ending March 2019. Brian Pike seconded the motion.***

**DISCUSSION:**

None.

*Tom Groleau made a motion to reappoint Jeff Crosby as a Planning Board member with the term ending March 2019. Brian Pike seconded the motion.*

**DISCUSSION:**

Bob Martel asked if both of the individuals are already on the Planning Board.

Brian Pike responded yes.

**VOTE:**

*Brian Pike asked the Board for a vote to appoint Jeff and Chuck to the Planning Board.*

*VOTE (3-0)*

*The Board signed the appointment papers.*

Mail Basket Review:

- NH Flood Safety Week
- SB -2 Assistance
- Abutter's notification for a subdivision; Labbe on Mansion Road; the subdivision is creating a large lot with one additional lot.
- Milfoil contract to sign with AB Aquatics.

**MOTION:**

*Brian Pike stated that the warrant article did pass therefore will make a motion to sign the contract with AB Aquatics for the Milfoil services. Tom Groleau seconded the motion.*

**DISCUSSION:**

None.

**VOTE: (3-0)**

The Milfoil contract was signed by the Chairman Pike.

**GENERAL DISCUSSION:**

Bob Martel:       Noticed on the agenda that there is "public comment" at the beginning. Would like to have public comment at the beginning of the meeting, and I would like to see an agenda posted on the calendar prior to the meeting. The agenda does not have to be exact but the information would allow the public to weigh in before we decide.

**DISCUSSION:**

The consensus of the Board was in agreement of the recommendation.

**BOARD OF SELECTMEN COMMENTS:**

Brian Pike opened the floor for public comment.

**DEPARTMENT COMMENTS:**

Dan Sklut, Police Chief, update on department frequencies. Have been in communication with Chip. We have our Frequency, there is still some question as to what kind of aerial needs to be installed for a communication modem in order to communicate between the two towns. Chip is in the process of getting clarification, this will put us closer to finalizing the setup.

Received a Highway Safety Grant in the amount of \$2,500, there will have to be a match from the town in the amount of \$1,250.

Brian Pike asked that the grant be placed on the agenda as a meeting notice because it is less than \$10,000.

Brian Pike asked how many radars the Police Department currently has. Dan Sklut replied; two vehicle mounted radars and one hand held. The grant will increase the equipment to a third vehicle mounted radar.

Dan Sklut informed the Board that the vehicle has been ordered. Delivery is anticipated for July or August.

Brian Pike asked which vehicle will be taken out of service.

Dan Sklut replied the Crown Victoria. The car will be used as a trade, which is what we did with the last vehicle. If a vehicle is sold by White Farm the Town is responsible for completely strip all graphics etc. if we use it as a trade then the dealership is responsible for stripping the vehicle.

Brian Pike asked that we make sure we go through the process legally if we are selling or trading the vehicle.

Dan Sklut stated that he found this was the most efficient way of disposing of a town vehicle.

Patrick Bowne - none

**PUBLIC COMMENTS:**

Fred Mullen, would like to thank the Board for all of their help during the elections.

Brian Pike stated the same is noted from the Board, would like to thank Fred Mullen for all of his years of service.

Donna Dunn - none

Leo Martel - none

At this point in the meeting, Brian Pike announced that the Board of Selectmen would be going back into a Non-Public Executive Session in accordance with RSA 91: A-3 II (c) to discuss a personnel issue, requested by Patrick Bowne, Transfer Station Supervisor.

**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 (a) at 8:23 pm. Tom Groleau seconded the motion.*

*Pike – Yes*

*Groleau – Yes*

*Martel – Yes*

**The regular Board of Selectmen's meeting resumed 8:44pm**

**MOTION:**

*Brian Pike made a motion that the Dunbarton Board of Selectmen accepts Adam Stilson's resignation.  
Tom Groleau seconded the motion.  
Vote (3-0)*

There being no further business, the meeting adjourned with the following motion:

**MOTION:**

*Brian Pike made a motion that the Dunbarton Board of Selectmen adjourn the meeting at 8:45pm.  
Tom Groleau seconded the motion.  
Vote (3-0)*

Respectfully submitted,

Line Comeau  
Transcribed from audio recording

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Brian Pike, Chairman

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Tom Groleau, Co-Chair

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Robert Martel, Selectman