

DRAFT, SUBJECT TO REVIEW, CORRECTION AND APPROVAL

**DUNBARTON BOARD OF SELECTMEN
REGULAR MINUTES OF MEETING
THURSDAY, JULY 24, 2014
TOWN OFFICES – 7:00 PM**

The Dunbarton Board of Selectmen held the regularly scheduled meeting of the Dunbarton Board of Selectmen at the above time, date and place.

The following were present:

Travis James, Selectman
Brian Pike, Selectman
Line Comeau, Town Administrator also acting as minute taker

Members of Boards/Committees and Town Officials:

Dan Sklut, Police Chief

THTR Trustee members:

Tiffany Dodd
Shelly Westenberg
Clement Madden
Mark Antonia
Jon Wiggin, (Arrived later in the meeting)

Members of the Public:

Ken Koerber
Allie Morris from the Concord Monitor

Travis James called the meeting to order at 7:00 p.m. with Brian Pike present along with Line Comeau, Town Administrator. Stated that Ted Vallieres, Chairman was out for surgery and we wished him a speedy recovery and best wishes.

First order of business is to nominate an interim chairman/meeting moderator.

MOTION:

Brian Pike made a motion that Travis James be the chairman pro-temp until our chair returns from his convalescent leave.

Travis James seconded the motion.

The motion passed unanimously with the following roll call vote:

*James – yes
Pike – yes*

Approval of Previous Meeting Minutes - Thursday, July 10th, 2014:

MOTION:

Brain Pike made a motion that the Dunbarton Board of Selectmen approve the minutes of Thursday, July 10th, 2014 as written.

Travis James seconded the motion.

The motion passed unanimously with the following roll call vote:

James – yes

Pike – yes

Approval of Previous Meeting Non-Public Minutes - Thursday, July 10th, 2014:

MOTION:

Brian Pike made a motion that the Dunbarton Board of Selectmen approve the minutes of the Non-Public Meeting of July 10, 2014 as written.

Travis James seconded the motion.

The motion passed unanimously with the following roll call vote:

James – yes

Pike – yes

NEW BUSINESS:

At this point in the meeting, Travis James announced the first order of business requires the Board enter into a non-public and the Board would resume the public session following the non-public.

MOTION to enter into non-public:

Travis James made the motion to go into non-public Executive Session in accordance with RSA 91: A: 3 II (h) at 7:05pm with the THTRC Trustees to discuss their recommendation for a design firm for the THTR project. Brian Pike seconded the motion.

The motion passed unanimously with the following roll call vote:

James – yes

Pike – yes

The Board reconvened the regular meeting at 7:15pm.

At this point in the meeting Chairman Travis James stated he was pleased to announce that we would be hiring Dennis Mires P.A. Architect from Manchester for the Phase II project in the Town Hall Theatre Restoration Project.

Travis wanted to thank the Committee again for all of their hard work.

Tiffany Dodd also wanted to announce that the Trustees received word this week that we were awarded another grant. The Heart Fund which awarded us \$5,000.00 in phase I will give us a \$6,000.00 grant for Phase II.

Public question:

Do these funds cover the cost of the whole project?

Tiffany Dodd reported that these funds cover part of the cost of Phase II and we have money secured to cover Phase I.

Dan Sklut, Police Chief

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 (b) at 7:17pm with the Police Chief to discuss the hiring of a full time employee. Travis James seconded the motion.

The motion passed unanimously with the following roll call vote:

James – yes

Pike – yes

The Board reconvened the regular meeting at 7:25pm.

At this point in the meeting Chairman Travis James announced that Jason Patten has been hired as our new full time officer effective September 1st.

OTHER BUSINESS:

Travis James brought up the following for discussion:

- We received notice of a T.A.P program (Transportation Alternatives Program) which is a federally supported grant program through NH DOT. We had applied for something similar to this in the past but the match was a 50% match. This program is now an 80% match with a minimum project of \$200,000.00. It's a grant for improvements to safety to municipal buildings, schools, trails, pedestrians, biking trails etc. I would like to have the Town Administrator forward this information to all of the departments to see if anyone is interested in applying for this grant.
- We received notice from the NH Department of Agriculture that the special permit application to treat the Milfoil at Gorham Pond was approved and we could move forward with the treatment.
- Update for the suit of Giovignali vs the Town. The court's has been asked for reconsideration from the plaintiff.
- Brian Pike stated on July 15th we received a letter from Allison Rees regarding the condition of Grapevine Road; it was copied to the Road Agent; since he's not here, we will table it for a later date so we can have discussion with him.

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

- **We received a call from Jim Pressure from the COOP. because we are a non-participating town of the COOP that we would be entitled to a refund. That refund amount is \$34,209. Woody asked that we table it so he could attend the next board meeting to discuss it.**
- **Woody asked me to check with the board to sell three items from the transfer station through craigslist. He feels that he could get more money for them then going through the state auction.**

The items he is looking to sell are:

500 gallon waste oil tank

A dock plate that is too small for the skid steer

A small truck snow plow; used in the past for the forklift which we no longer have and is too heavy for the skid steer.

Brian Pike stated he had no objection to him selling these items through craigslist but to be certain that we don't miss the cutoff date to sell these items through the state should they not sell through Craigslist so we don't have them around through the winter.

Kenneth Koerber

Ken Koerber stated that he thought he had spoken to both board members informally in the past on this topic. As a brief recap, a number of people that serve in the town on different groups have expressed the fact that the town appears to be fractionated with no sense of real town identity.

As I am connection with the extension services, they have the capability of trying to bring a town together for a common vision, a common sense of who they are. Then they write this whole thing up in a statement. When talking recently with the Planning Board this could also be an input of the ten year plan. Out of that meeting, a member (Jeff) mentioned possibly conducting a survey. One of the transitions groups with the extension has a nice format that they could use with the town's profile. The extension service provides the training for the people in town to actually conduct the whole operation of bring people together for information gathering to which the extension takes the responsibility of actually writing and fine tuning the whole report.

The reason that I am here, the extension won't get involved if the concept isn't supported by the elected officials. I can't get any higher than the Select Board. If the sense is that you think it is worth going forward, the next step would be for me to get back to the extension service to see if we can get on their calendar for one of them to return to attend one of your meetings.

Travis James commented that he is in full support pursuing these services.

Brian Pike commented that when he first heard about it at the Planning Board that he found it interesting and that it had a lot of potential. Would be interested in finding out what the cost associated with this service would be.

Ken Koerber stated that the cost associated is on a sliding scale of \$1,500 to \$3,000, basically covering some of the administrative cost, they used to offer some of these services for free but that is no longer.

Travis James asked if there were any grants available for this kind of service. That it would be well worth looking into getting involved with the transition group.

There was further discussion on this topic.

Brian Pike stated that if this is something that is pursued, would hope that we are able to reach out to all areas of the town not just a microcosm of the same people. It's a great idea, has a lot of potential with the CIP, Master Plan, but would not like to have it fall on its face when we only get 10 people show up for the potluck.

Ken Koerber stated that he would get a lot of indicators well before that whether or not we have an attraction for it.

Will go ahead and contact Molly who is in charge of the extension at UNH for her availability to discuss it further.

The Board thanked Ken for his information.

Brian brought up for discussion receiving a brochure at home on Election Training. Said he would be interested in attending the Goffstown High School location August 28th prior to the next election.

Brian asked Jon Wiggin if there were any other comments regarding the RFP. After handing out the draft had anticipated getting feedback but hadn't heard back from anyone regarding the project.

Jon stated that someone has designed an ADA bathroom which can get added. Once I get those plans they can get added then we are good to go.

Brian Pike noted the following for the RFP:

Police door

ADA bathroom

Kitchen sketch

Jon Wiggin also stated that some of the contractors had the same concerns as he did regarding listing the subcontractors that they give advance notice of any changes.

Brian Pike commented that the list of subcontractors would be used for the purpose of needing to contact someone should something go wrong.

Brian Pike also noted the request from the Police department for scheduling staff notice for any work needing to be done in the police department; will put together the final draft for another pass.

Line provided an update on the Library portico repairs. Dave Stilson stopped in today to say they hope to have the work completed by the middle of August.

Travis James updates on Old Home Day Committee; stated that everything is coming together very nicely. The Old Home Day Committee has been working very hard and doing a good job.

Brain Pike asked if there was going to be a parade. Stated the town is required to get a permit from DOT. Could provide the permit for the town to complete, once completed could return it to him for hand delivery.

Jon Wiggin asked if we were going to have fireworks.

Line Comeau was waiting to hear back on three quotes to come back should have them within the next couple of days.

Brian Pike asked if there was an update from MRI.

Line Comeau stated she hadn't heard back from them and would follow up with an email.

Travis James asked when the efficiency committee was meeting again.

Brian Pike stated they were not going to meet until they have the report from MRI.

Travis James wanted to bring up the mold and mildew in the vault. I would like to have Line look into purchasing a dehumidifier on wheels so that we can run it during the day to try to reduce the mildew problem.

Discussion on the floor.

Brian agreed, if there is a problem with mold and mildew it would be wise for us to look into a dehumidifier.

Travis James brought up the discussion of the Selectman's rep to the CIP. I know that we nominated Ted to be the Selectmen's rep. but historically it has been the Planning Board rep that is the member of the CIP. Would like to get your feelings on the subject.

Brian agreed that being on the Planning Board there is good continuity and would be okay with that.

Travis James stated every meeting would have to be posted as a Selectmen's meeting, would like to follow suit.

MOTION:

Travis James made a motion that we appoint Brian Pike as the CIP Selectman's rep. Brian Pike seconded the motion.

The motion passed unanimously with the following roll call vote:

James - yes

Pike - yes

Travis James brought up the following for discussion:

The police department chief requested \$7,500 for his part time line. I am going to propose that we meet him half way and give him \$3,250 of that \$7,500, and I have not had a conversation with Dan.

There was further discussion on the subject.

MOTION:

Travis James made the motion to give the police department \$3,250 from the building department maintenance line.

Brian Pike seconded the motion for discussion.

Brian stated that where he was so close to the 50% mark at the 50% line for his total budget, because he still has some flexibility. That being said based on the discussion at the last meeting I would be more inclined in meeting him halfway and seeing where he's at for the ¾ mark to see where he stands and make that determination when the time comes.

Travis James recommended we vote on it tonight where if he is not in a position at the ¾ mark that we would give him this money. Sometimes knowing it's there it's a piece of mind when it comes to public safety.

Brian Pike stated that he didn't think that we aren't losing any public safety and that they are currently doing a great job.

Further discussion on the floor.

Brian Pike stated that as of the present I think we need to wait and monitor the budget, if there is a big decrease at the ¾ mark then we will have to defuse his budget. But right now I feel he still has some flexibility. I am not opposed of that when the time comes but at this time I would have to say I vote no on the motion.

The motion failed.

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

MOTION:

Brian Pike made a motion to adjourn the regular Board of Selectmen's meeting at 8:00 pm Travis James seconded the motion. The motion passed unanimously.

Respectfully submitted,

**Line Comeau
Recording Secretary**

Travis James, Chairman, pro-temp

Brian Pike, Selectman