

DRAFT, SUBJECT TO REVIEW, CORRECTION AND APPROVAL

**DUNBARTON BOARD OF SELECTMEN
MINUTES OF MEETING
THURSDAY, SEPTEMBER 3, 2015
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 Ted Vallieres, Vice Chairman, presiding.

The following were present:

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

Members of Boards/Committees and Town Officials:

Patrick Bowne, Transfer Station Manager
Daniel Sklut, Police Chief
Christopher Remillard, Police Sergeant
John Stevens, Energy Committee and Old Home Day Committee

Members of the Public:

David Nault
Bob Martel

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

Ted Vallieres, Vice Chairman, called the meeting to order at 7:00 p.m. with a two member Board present along with Line Comeau, Town Administrator, and Recording Secretary Alison Vallieres. It was noted that Brian Pike, Chairman, was absent due to a prior commitment.

APPROVAL OF PREVIOUS MEETING MINUTES - Thursday, August 20, 2015

MOTION:

Tom Groleau made a motion that the Dunbarton Board of Selectmen accept the minutes as written of the Thursday, August 20, 2015 Board of Selectmen meeting. Ted Vallieres seconded the motion. The motion passed unanimously.

APPROVAL OF PREVIOUS MEETING NON-PUBLIC MINUTES - Thursday, August 20, 2015:

MOTION:

Tom Groleau made a motion that the Dunbarton Board of Selectmen accept the minutes of the Thursday, August 20, 2015 Board of Selectmen Non-Public Meeting as written. Ted Vallieres seconded the motion. The motion passed unanimously.

DAVID NAULT, KELSEA ROAD:

David Nault appeared before the Board of Selectmen relative to the status of Kelsea Road and stated as follows:

"I, David A Nault, formally Petition the Selectmen of the Town of Dunbarton to "Lay Out" a highway in said town described as Kelsea Road, per RSA 231:8.

I am the aggrieved landowner at the end of Kelsea Road, which has had posts placed in the traveled portion of the road since the fall of "2014" with more posts added in the spring of "2015".

I would like to request this be completed before the new town turnaround is constructed as to not destroy the layout of Kelsea Road as it exists today, presently on the ground. "

David Nault referred to page 40 of the publication "A Hard Road to Travel" where it gives the layout process of roads. It only takes one person to petition the layout of the road. Would like the Selectmen to read the RSA completely and make a decision. It is required that the Town get back to me in writing. The posts in the road are not allowing the town to be able to turn around.

Would like to make sure this is done before the town starts construction of the turnaround.

It was noted that Jacques Belanger, Surveyor, was put in touch with Jeff Crosby regarding the turn around. At this point, David Nault offered to provide all information and maps he had regarding Kelsea Road to Jacques Belanger, Surveyor.

The Board of Selectmen reached a consensus that they would forward the Nault request to the Town Attorney.

DAN SKLUT, POLICE CHIEF, OPENING OF BIDS FOR DISPATCH SERVICES:

The Board of Selectmen opened up the bids for Dispatch Services for the Police Department as follows:

1. Bow Police Department	\$27,894.94 - 2016	No Exceptions
2. Goffstown Police Department	\$11,560 - 2016 \$12,158 - 2017 \$12,808 - 2018	Exhibit B, addendum
3. Merrimack County Sheriff's Office	\$13,550	No Exceptions

The Police Chief noted that Bow needs to know if there will be a change by October 1, 2015. The Police Chief will review the bids and report back to the Board of Selectmen by Thursday, September 10, 2015.

UPDATE REVENUES (MS-434 -2015):

Revenues:

Line Comeau, Town Administrator, presented the Board of Selectmen with copies of the Actual & Anticipated Revenues printout for 2015. Reported that the first page of the MS-434 is what the town estimated for revenues for 2015.

Noted that if we utilize the revenue report from BMSI, it will give us a truer bottom line that we can look at. Include the Warrant Articles and then they subtract the Warrant Articles less monies from fund balance. Last year the Selectmen put \$100,000 towards the appropriation budget. There is \$142,000 from other sources. We did not vote any monies for Warrant Articles from fund balance at last year's town meeting.

Ted Vallieres noted that we have eight months of history with four months to go. If you do an estimate, we are likely to receive \$45,000 more in revenue than we estimated. Would suggest that we take the \$45,000 and put it towards reducing the 2015 tax rate. Tom Groleau noted that this makes good sense to him. The following motion was made:

MOTION:

Tom Groleau made a motion that the Dunbarton Board of Selectmen put \$44,983 in excess revenue towards the 2015 Tax Rate. Ted Vallieres seconded the motion. The motion passed unanimously.

Overlay:

Line Comeau, Town Administrator, reported that the Town needs to set aside an amount for Overlay to cover any tax abatements, etc. She noted that as of September 1 which is the deadline for filing, there is only one request for a tax abatement. Would suggest setting aside between \$2,000 - \$5,000. If it is not used, it lapses into surplus. If we do not fund enough, it will be drawn down from surplus.

Stated that because we were in the middle of a Statistical Reval and the letters that went out did not give a lot of information, she felt we should set aside \$5,000.

The following motion was made regarding setting aside the Overlay amount:

MOTION:

Tom Groleau made a motion that the Dunbarton Board of Selectmen set aside \$5,000 for Overlay. Ted Vallieres seconded the motion. The motion passed unanimously.

JOHN STEVEN'S LIGHTING UPDATE:

John Stevens, Energy Committee, appeared before the Board of Selectmen with the first go-around for the lighting of the entry and parking lot at the Town Offices as follows:

Presented four Options for Lighting as noted below:

Option 1: Lights over entries and one 20 ft. pole

- * \$3,000 materials cost
- * Est. \$1500 installation labor
- * Motion & dimming light sensors. Off in daytime
- * Dark Sky Compliant
- * LED fixtures

Option 2: Lights over entries & two 20 ft. poles

- * \$4500 materials cost
- * Est. \$1,500 installation labor
- * Motion & dimming light sensor. Off in daytime.
- * Dark Sky Compliant
- * Best lighting pattern & highest light levels
- * Need to trench across parking lot to pole.
- * LED fixtures

Option 3: Lights over entries & 2 flood lights mounted on roof peak

- * \$4500 materials cost
- * Est. \$1500 installation labor
- * Motion & dimming light sensors. Off in daytime.
- * Motion sensors may not work as well, may need multiple remote sensors.
- * Not Dark Sky Compliant

- * Lowest light levels
- * LED fixtures

Option 4: Light on existing Eversource pole at corner

- * Cost - \$600 per year including electric costs
- * Eversource owns and maintains
- * We cannot mount our own fixtures to an Eversource pole
- * No control wiring from TO building
- * Light sensor only, on at dusk, off at dawn. No motion sensor.
- * Likely to cast light to neighbors, limited ability to block stray light
- * Reduced light to west end of parking area & more light on Common.
- * Metal Halide or Sodium only.

The Board of Selectmen noted they were leaning towards Option 1 because it did not dig up the parking lot, etc. along with other concerns. The Board of Selectmen will review the options.

Solar Panels:

John Stevens reported that he had recently spoken with Paul Modzeleski, roofing contractor, regarding putting solar panels on the roof of the Highway Department garage. It was estimated that the existing roof is 14 years old and probably should be replaced within five years. It would cost approximately \$3,400 to replace the southern side of the roof prior to putting solar panels on it. Both Mr. Modzeleski and Ralph Fellbaum advised putting solar panels on the roof when the roof was new.

OTHER BUSINESS:

RFP for Metal Roof:

Line Comeau, Town Administrator, presented copies of materials relating to metal roof for the Town Hall. The Board of Selectmen noted they would suggest the specs include coverage of between 8" and 14 1/4". In addition, the gauge should be between 26 and 29.

MOU with the School:

Ted Vallieres to obtain a written quote for trash removal at the school in order to finalize MOU.

Request for Vacation Leave:

Line Comeau, Town Administrator, requested six days Vacation Leave for the period September 14 - 21, 2015. The Board of Selectmen signed the request.

Thank You Letter to the 250th Anniversary Committee:

A thank you letter from Ron and Barb Wanner thanking the members of the 250th Committee for a job well done for the Sunday, August 9, 2015 Lawn Party/Band Concert Event.

Reval:

Line Comeau, Town Administrator, reported that the Statistical Reval is complete. Are in the process of getting revised revenues estimates and information for setting of the Tax Rate.

Board of Selectmen Comments:

Tom Groleau, Selectman, reported that the Cemetery Trustees would like to send a donation of \$100 to the Beckett Family Foundation for their help in doing volunteer work at the cemeteries. He noted

that the Cemetery Trustees had voted to do this and take the monies from the cemetery maintenance budget line.

It was noted that the Cemetery Trustees have the authority to make the donation of \$100 to the Beckett Family Foundation.

Public Comments:

There were no comments from the public.

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

MOTION:

Tom Groleau made a motion that the Dunbarton Board of Selectmen adjourn the regular meeting at 8:10 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