

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

**DUNBARTON BOARD OF SELECTMEN  
MINUTES OF MEETING  
THURSDAY, SEPTEMBER 10, 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 Brian Pike, Chairman, presiding.

The following were present:

Brian Pike, Chairman  
Ted Vallieres, Vice Chairman  
Line Comeau, Town Administrator  
Alison Vallieres, Recording Secretary

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

Katie McDonald, Library Trustee  
Patrick Bowne, Transfer Station Manager  
Leo Martel, Historic Awareness Committee

**Members of the Public:**

Bob Martel

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

Brian Pike, 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 Tom Groleau, Selectman, was absent due to a prior commitment.

**APPROVAL OF PREVIOUS MEETING MINUTES - Thursday, September 3, 2015**

***MOTION:***

*Ted Vallieres made a motion that the Dunbarton Board of Selectmen accept the minutes as written of the Thursday, September 3, 2015 Board of Selectmen meeting. Brian Pike seconded the motion. The motion passed unanimously.*

**KATIE MCDONALD, LIBRARY TRUSTEE UPDATE:**

Katie McDonald, Library Trustee, appeared before the Board of Selectmen with an update of Library activities as follows:

**MOU:**

MOU between the Library and the Board of Selectmen regarding responsibility of the physical plant at the Library. There was a discussion that there would be a meeting scheduled in the fall with the Board of Trustees of the Library and the Board of Selectmen as to what the Library is expected to be responsible for. Wanted to make sure a date for a meeting is scheduled.

**Fire Detection System:**

The Library still needs replacement of two fire alarms. Line Comeau, Town Administrator, stated that this has already been cleared with the vendor who will be doing the replacement fire alarms.

**Old Home Day:**

The Library will be open on Saturday, September 12, for Old Home Day. The Library will be promoting its new book, the 250th Anniversary book. All other contributions to the book will also be on display at the Library. The Library will be open the entire day on Saturday. Will not be open on Sunday. In addition, this book will be put into the Time Capsule.

At this point, Line Comeau reported that there had been a recent inspection of the compressor for the air conditioning unit at the Library. It was reported that it should be raised up off the ground. The placement of the unit is not in the best place because vines and other vegetation get into the unit. It was noted that the air conditioners at the Town Offices are up off the ground. Will use funds from the maintenance budget to lift the Library air conditioner up off the ground before winter.

**LIBRARY ROOF RFP:**

Line Comeau, Town Administrator, presented a draft of the RFP for a Metal Roof for the Town Hall. She noted that she had made several changes, one of which was the Size range: between 39" to 50" wide by a minimum of 8" in height.

The Board of Selectmen reviewed the draft and noted the following changes to the RFP:

1. Page 7 re Gauge should be revised from a minimum of 26 ga or higher to the following:

*"A minimum of 29 ga"*

2. Page 8, removed paragraph b. which was included in the Slate RFP.

At this point in the discussion, Leo Martel stated that the wider the base is, the more waste will occur. Will be losing a portion of the metal at the top.

The Board of Selectmen reached a consensus on the deadlines for the RFP as follows:

Published in the paper: September 15 and 16, 2015  
Scheduled Walk Through: Monday, September 21, 2015 at 4:00 p.m.  
Deadline for Bids: Wednesday, October 7, 2015 at 3:00 p.m.  
Date & Time of Bid Opening: Thursday, October 8, 2015 at 7:15 p.m.

It was noted that after the opening of the bids, a Public Hearing will be scheduled.

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

1. There will be a Public Hearing by Health Trust on Tuesday, September 29, 2015 at 5:00 p.m. at the Grappone Conference Center.
2. Received a bid proposal for two new steel doors at the Town Offices. The total proposal is \$4,847 from Stil-Mac. Specifications were provided. The following motion was made:

***MOTION:***

*Brian Pike made a motion that the Dunbarton Board of Selectmen accept the proposal from Stil-Mac in the amount of \$4,847 for two steel replacement doors, all hardware, and locks at the Town Offices. Ted Vallieres seconded the motion. The motion passed unanimously.*

3. Received a communication from Amy Smagula, DES, regarding Milfoil treatment for the 2016 year at Gorham Pond. They are working to secure grant monies. The deadline for filing is September 15, 2015. Need this submitted in order to be put in the cue for grant monies. Lou DeBerio is handling this. Based on this information, Brian Pike, Chairman, signed the appropriate paperwork.

4. Received a Pole License for a pole located on Barnard Hill Road. Jeff Crosby, Road Agent, has been contacted regarding this license but has not yet looked at it. The Board of Selectmen agreed to hold the pole license until Jeff Crosby had a chance to look at it. The following motion was made:

**MOTION:**

*Brian Pike made a motion that the Dunbarton Board of Selectmen table the Pole License for Barnard Hill Road until such time as Jeff Crosby, Road Agent, has an opportunity to review it. Ted Vallieres seconded the motion. The motion passed unanimously.*

4. Employment Law Conference to be held on Thursday, September 17, 2015 at the Grappone Center from 7:35 a.m. to 1:30 p.m.

5. Changing the Health Trust. Important Updates. Line Comeau will invite them to meet with the Board of Selectmen regarding changes.

6. Request from the American Red Cross for a donation from the Town of Dunbarton for \$1,277.42. It was noted that the Town contributes to the Salvation Army and Community Action Program. Were not in favor of budgeting for Red Cross.

7. Aflac will be meeting with the Board of Selectmen on Thursday, September 24, 2015. This will apply to full-time and part-time employees.

8. Line Comeau is working on information for the Tax Rate setting. After the Reval, property values decreased by \$10.5 million dollars.

9. Brian Pike noted that Dan Sklut, Police Chief, was still in the process of reviewing the bids for dispatch services. Will report to the Selectmen by Thursday, September 17.

10. Kelsea Road - Town Attorney has responded to all three of the Selectmen. Next week, Mike Guiney is coming to the Board of Selectmen's meeting with his surveyor to answer questions.

**Board of Selectmen Comments:**

Ted Vallieres - No comments

**Members of the Public and Departments:**

Patrick Bowne, Transfer Station Manager - No comments

**Leo Martel** - Happened to be going through the minutes from the previous meetings and noticed that the Town Offices had a lightning strike on a tree near the Cemetery. Asked when the tree was going to be taken down. Brian Pike noted that it is within the cemetery right of way but the tree does not belong to the Town. Leo Martel asked what happens to the wood from this tree. You should let the local people know about the wood. The Board of Selectmen will check with Jeff Crosby, Road Agent. In the past, it was brought to the Transfer Station for residents to take.

Bob Martel - No comments

**Alison Vallieres** - Stated that the new Time Capsule will be presented at Saturday's Old Home Day activities. She is in the process of getting items to put in it. She read the list of items that will be put in the Time Capsule at this time. She welcomes any input from anyone else about what we could put in the capsule.

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

***MOTION:***

*Ted Vallieres made a motion that the Dunbarton Board of Selectmen adjourn the regular meeting at 8:00 p.m. Brian Pike 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**