

DRAFT, SUBJECT TO REVIEW, CORRECTION AND APPROVAL

**DUNBARTON BOARD OF SELECTMEN
MINUTES OF MEETING
THURSDAY, OCTOBER 1, 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
Tom Groleau, Selectman
Line Comeau, Town Administrator
Alison Vallieres, Recording Secretary

Members of Boards/Committees and Town Officials:

Patrick Bowne, Transfer Station Manager
Fred Mullen, Moderator

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 7:04 p.m. with a full Board present along with Line Comeau, Town Administrator and Recording Secretary Alison Vallieres.

APPROVAL OF PREVIOUS MEETING MINUTES - Thursday, September 24, 2015

MOTION:

Tom Groleau made a motion that the Dunbarton Board of Selectmen accept the minutes as written of the Thursday, September 24, 2015 Board of Selectmen meeting. Ted Vallieres seconded the motion. The motion passed unanimously.

APPROVAL OF PREVIOUS MEETING NON-PUBLIC MINUTES STARTING AT 9:00 P.M. - Thursday, September 24, 2015

Tom Groleau made a motion that the Dunbarton Board of Selectmen accept the minutes as written of the Thursday, September 24, 2015 Non-Public Meeting starting at 9:00 p.m.. Brian Pike seconded the motion. The motion passed unanimously.

It was noted for the record that these minutes were sealed. The Board of Selectmen members all signed and sealed the minutes.

FRED MULLEN, PERAMBULATION UPDATE:

Fred Mullen appeared before the Board of Selectmen with a update on the Perambulation of Town Lines as follows:

Reported that he had contacted Richard Bartlett and Associates, Land Surveyors, Mike Dalberg and Jacques Belanger by e-mail regarding the missing bound at the Goffstown/Dunbarton Town Line on Black Brook Road and the missing bound on Route 13 on the Goffstown/Dunbarton Town Line. This was brought about by a resident's concern about the visibility on the corner of Black Brook Road, etc.

Have not gotten a response yet from Mike Dalberg and Jacques Belanger.

Dan Mullen, Richard Bartlett and Associates has responded as follow:

"A couple of questions...

1. Would the town(s) agree to spend some money on a set amount to simply "recon" at each site and do some research, then re-assess afterward? There are so many "ifs" that could change the course of how things go so it's hard to put a number on it.

For Tibbetts Hill. If dimensions can be obtained from the other surveyor who located it before it was disturbed, it will made a difference, and/or we can locate the base of the bound and find it to be undisturbed. If these two scenarios yield nothing then we have a different problem.

For Route 13....was there ever a bound there for sure? I looked at a few deeds and found a couple of plans in Goffstown which are inconsistent with reference to what signifies the town line, also I looked at some historic USGS topo maps, 1927 and 1949 showed no bounds along the lines whatsoever and a 1969 map did not show a bound on Route 13 at all but showed the others near Tibbetts Hill and Snow Road. With that being said, is there a need to place one there and do we have authority to do so? Does the Legislature and town and county officials need to be involved? How does this affect the private properties along the line in question?"

Fred Mullen stated he had also spoken with the Town Administrator of Weare and she has notified him that one of the Weare Selectmen will schedule Sunday, October 18, 2015 at 1:00 p.m., for the Weare/Dunbarton Town Line perambulation.

Noted that the bound on Tibbetts Hill Road was broken and probably hit by the wing of a snowplow, etc. It is not known exactly where it was located. The broken portion is presently in the basement of the Town Hall and is about 30 inches long. The bound would have to be repaired prior to resetting.

Fred Mullen noted he was planning on doing research at the Goffstown Town Offices tomorrow to see what he can find on the Goffstown/Dunbarton perambulation, etc.

Reported that the Bow/Dunbarton granite bound was in the stone wall.

Fred Mullen stated that each Town involved gets a copy of the perambulation along with a copy which goes into the State Archives.

The Board of Selectmen asked if Fred Mullen had any idea as to how much money the surveyor would cost for locating the bound. There would be a possibility this would have to wait until next year depending on the budget situation.

GENERAL BUSINESS:

BOARD OF SELECTMEN'S MAILBOX:

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

1. Thank you note from the Police Chief re the recent passing of his mother

2. Right to Know Request from Patrick Bowne.

At this point in the meeting, Brian Pike asked Patrick Bowne if he had any further questions regarding the response on the Right to Know request. Patrick Bowne stated he had just received the information and was studying it.

3. Communication received from Henniker Directional Boring regarding price for boring across the parking lot at the Town Offices to put a pole for proposed lighting. Price was \$3,500. It was noted that this is the only vendor in this area that does this type of work.

4. Tax Rate Setting Video - At this point in the meeting, Line Comeau, Town Administrator, presented a video on setting the Tax Rate put out by the Department of Revenue Administration. It explained the various steps that have to be followed in setting the Tax Rate.

It was noted that all Dunbarton's information has been submitted to DRA but we have not yet been contacted regarding the date for the actual tax rate setting. As soon as it is received, Line Comeau will contact the Board of Selectmen with the time and date.

5. Option #2 for Lighting: Line Comeau, Town Administrator, asked if we were going to have two telephone poles for lighting and if so would they be black cast iron poles more in keeping with the Town Common.

It was noted at this time, the Board of Selectmen do not know what type of poles are proposed.

Ted Vallieres asked how much more lighting do we get in the parking lot from putting two poles versus one pole.

It was suggested that Line Comeau, Town Administrator, contact John Stevens to come to a Board of Selectmen's meeting to explain the necessity for two poles and what the poles would look like. Also explain the lighting for the parking lot.

6. CIP Agenda for Meeting Tuesday, October 6, 2015:

7. Obituary for Linda Hecker

8. General Stark Byway Signs - A communication from David Pierce regarding General Stark Byway signs. A Chronicle program is being done on the General Stark Byway.

9. Goffstown requesting permission for signs - Town of Goffstown requesting permission for signs to be put up in Dunbarton regarding the Pumpkin Festival in Goffstown.

10. Health Trust Meeting scheduled for Thursday, October 8, 2015 is for large employers. At this point, it is estimated that Dunbarton will not be in the large employer category. Therefore, there would be no need for attending the Thursday, October 8, meeting. Neither Ted Vallieres nor Line Comeau will attend.

11. Communication from the Trustee of Trust Funds requesting permission to put in a Warrant Article which would allow them to use Trust fund to pay for investment advice.

Board of Selectmen agreed that they would like to meet with the Trustees of the Trust Funds to discuss this.

12. Communication from Dunbarton Fuel Company for an extension of the bid for heating fuel for the upcoming fuel season of 2015-2016.

Based on the fact that the Town has not had any issues with running out of fuel or other problems etc., the following motion was made:

MOTION:

Brian Pike made a motion that the Dunbarton Board of Selectmen accept Dunbarton Fuel Company's request for an extension of the heating fuel bid for the 2015-2016 heating season. Tom Groleau seconded the motion. The motion passed unanimously.

13. Request from CAP (Community Action Program) for funds:

Ted Vallieres, Selectman, noted that CAP provided considerable assistance of over \$60,000 to Dunbarton residents in the form of food, electricity and heating oil. Based on this information, why the Town of Dunbarton would be paying a \$600 insurance premium for a Food Pantry in Goffstown when there is a food pantry in Dunbarton along with another food pantry in Goffstown. Would rather see us give the \$600 to the Dunbarton Congregational Church or the Goffstown food pantry.

He noted that we presently pay over \$2,000 for these services from CAP.

The Board of Selectmen agreed that they should ask the Welfare Director to attend a Board of Selectmen's meeting to explain the Food Pantry, etc. Line Comeau, Town Administrator, will contact the Welfare Director to set up a meeting.

14. Communication re Public Service Request Denial for reconsideration at the PUC - Noted this was in the Mail Box last week.

15. Transfer Station - Information for the RFP for the Roll off Containers.

Patrick Bowne, Transfer Station Manager, provided information for the RFP for the Roll Off Containers for the Board of Selectmen to review. It was noted they would be purchasing the following:

- 2 (two) octagonal closed Top Roll-off Containers
- 2 (two) square recycling Roll-off Containers
- 3 (three) open top Roll-off Containers

Reported that at this time, he does not have an estimate of the cost of the containers. This was approved at Town Meeting as a Warrant Article.

He noted that these containers would not require any retrofitting, etc.

Line Comeau, Town Administrator, suggested that he include a list of the current equipment that these rolls-offs would be used on.

16. Gonyer's Memorial Bench:

Line Comeau, Town Administrator, brought up the Gonyer Memorial Bench and reported that she had recently received a communication from Norman Forest, Coordinator of the bench project, that they were now considering a bench with a back on it. Based on this information, the bench would not work in the location that the Board of Selectmen suggested.

In addition, she received a communication from the Hodgman family that they did not want the Memorial Bench for Jean Hodgman moved. They noted they had spent considerable time in determining the location and also installing the bench.

Also, Eric Hodgman had come into the Town Office and stated that he was never consulted about the location of the Bandstand. He does not like the location of the Bandstand as well. It would hurt the family to move the bench with what they went through to get the bench where it is now.

In addition, had a visit from some of the Garden Club members regarding the location of the bench. They were not aware that the Board of Selectmen agreed to put the bench in the flower bed by the bandstand.

After discussion, it was decided to invite all interested parties to a Board of Selectmen's meeting to determine the best place for the Gonyer Memorial Bench.

The Board of Selectmen also noted they need to develop a policy for the Town Common.

The Board of Selectmen tabled the Gonyer request for further discussion with all interested parties.

17. Public Notice for Kelsea Road Public Hearings: It was reported the following dates for the Kelsea Road Public Hearings:

Site Walk - David Nault and Michael Guiney Requests - Friday, November 6, 2015 at 1:00 p.m.

Public Hearing David Nault Request - Tuesday, November 10, 2015 at 7:00 p.m.

Public Hearing Michael Guiney Request -Thursday, November 12, 2015 at 7:30 p.m.

It was also noted that Brian Pike, Chairman, Tom Groleau, and Line Comeau, Town Administrator will meet with the Town Attorney at the Attorney's Office in Laconia at 2:30 p.m. on Friday, November 6, 2015.

It was noted that David Nault has been contacted regarding providing a detailed description and a picture.

Certified letters to all abutters and interested parties are ready to be sent.

18. Budget Discussion:

Line Comeau, Town Administrator, provided copies of expenditures and revenues for the first three quarters of the year 2015. In addition, there were copies of expenditures for all Warrant Articles.

The Board of Selectmen had no concerns at this point regarding expenditures. With regard to the Warrant Articles, comments as follows:

Computer Equipment:

Ted Vallieres noted that we had only spent \$1998 so far on computer equipment. Was of the understanding that the Board of Selectmen had agreed to purchase a laptop computer for the Town Treasurer along with BMSI Software so she would be on the same accounting system as the Town Offices. This would solve a lot of the problems with reconciling. The Town Treasurer uses a Quicken Program which is not compatible with the Town BMSI system.

In addition, he asked about the expenditures for the Server. There appeared to be several charges. It was determined that the charges all related to the cost of the Server.

It was noted that two computers a year were scheduled for replacement to provide for an orderly replacement schedule. This year, two computers were purchased to date.

Milfoil:

Noted that the Town received monies from the State towards Milfoil in the amount of \$1,018. Remaining monies will go into the General Fund.

Cemetery Warrant Article:

Tom Groleau, Cemetery Trustee and Selectman, reported that he has marked an additional 30 stones for repair. Expecting there will be one more invoice for stone repair.

Transfer Station Roll-Off Containers:

Patrick Bowne explained the process he went through in getting specifications for the Roll-off Containers. Also noted there is a process of clear coating inside of containers so they will last longer. Will check this out further.

Highway: Grapevine Road Construction:

Tom Groleau mentioned Grapevine Road Construction project and road elevations as compared to driveways, etc. Noted that there is considerable difference. The road is much higher than the driveways and will cause water damage. It was suggested that Jeff Crosby, Road Agent, come to a Board of Selectmen's meeting and explain the difference in the road elevations.

Brian Pike, Chairman, also asked about the status of Stark Bridge.

AROUND THE TABLE DISCUSSION:

Turn Around Easement - Kelsea Road:

Brian Pike, Chairman, asked if we had received language for the easement for the turn around on Kelsea Road from the Town Attorney. It was noted it had not yet been received.

Ted Vallieres, Selectman, asked if items requested by AFLAC had been forwarded yet. Due to the fact that we need to make a decision prior to January 1, 2016, it is most important that we start working on this immediately. AFLAC needs this information to give the Town a quote on Health insurance.

Mike Underwood Snow Blowing School Walkways:

Ted Vallieres, Selectman, asked if Mike Underwood had been notified that he would no longer be responsible for snow blowing the school walkways. It was noted that Mike Underwood is aware of this.

Ted Vallieres, Selectman, asked if the IT Committee had made any progress on e-reg with the Town Clerk. Tom Groleau reported he had requested information from the Town Clerk but as yet had not received a response. He noted he asked for a status report and what the Town needed to do. He noted there are 110 other towns that offer e-reg.

Tom Groleau, Selectman, stated that there is a meeting scheduled with the School and the Town on Wednesday, October 21, 2015 at 7:30 p.m. There is only one open issue which is trash removal. The Principal along with the SAU will also be present. Did not feel the SAU should be in attendance.

Brian Pike, stated he checked with the State Purchasing Agent and the State Contract with Zero Waste is available to all municipalities at a cost of \$13.00/week for a two yard container. This would be sufficient for the school's needs. Will provide this information to the school.

Tom Groleau noted that the Library MOU is proceeding. Have contacted Colleen Madden, Library Trustee, and they are meeting on Monday, October 5, 2015 when they will review the MOU. It is based around the previous document.

Comments from Members of the Public:

Patrick Bowne - None

Fred Mullen - Stated that he felt the 250th Quilt should be moved to hang where the clock presently is due to the fact that people put chairs up against it.

Bob Martel - Stated that regarding the benches on the Common, know that you want to develop a policy and you have a bench that does not meet the conditions. I think that will be a significant expense to move the bench. You might want to grandfather the existing bench because it will involve significant expense to move. I don't think the 4-H or family should be responsible for the costs of moving the bench.

There were no further comments from the Selectmen.

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 9:45 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