DRAFT, SUBJECT TO REVIEW, CORRECTION AND APPROVAL
DUNBARTON BOARD OF SELECTMEN (BoS)
MINUTES OF MEETING
Thursday, October 19th, 2017
TOWN OFFICES 7:00 PM

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

The following Board Members were present:

   Mike Kaminski, Chairman
   Robert “Bob” Martel, Vice-Chairman
   Line Comeau, Town Administrator

Mike Kaminski, Chairman, called the regular Board of Selectmen (BoS) meeting to order at 7:00 PM with Selectman Dave Nault and the Recording Secretary Koren Maccubbin away on vacation.

Members of Boards/Committees & Town Officials:

   Brian Pike, Cemetery Trustee
   Ken Swayze, Chairman, Dunbarton Planning Board
   Dan Sklut, Dunbarton Police Chief
   Patrick “Woody” Bowne, Dunbarton Transfer Station Supervisor
   Don Larsen, Cemetery Trustee

Members of the Public:

   Mert Mann

Mike Kaminski, Chairman, called the regular Board of Selectmen (BoS) meeting to order at 7:00 PM with Selectman Dave Nault and the Recording Secretary Koren Maccubbin away on vacation.

It is noted for the record that Mert Mann was video recording tonight’s meeting.

Old Business:

Motion:

Bob Martel made a motion to accept the minutes, as amended, of the BoS Public Session held on October 12th, 2017 at 6:36 PM. Mike Kaminski seconded the motion.

Discussion: None

Vote: (2-0)
Motion:  
Bob Martel made a motion to accept the minutes as amended of the BoS Non-Public Session held on October 12th, 2017 at 6:37 PM. Mike Kaminski seconded the motion.

Discussion:  None

Vote:  2-0

Public Comment:  
Don Larsen mentioned that tickets for the Chile Fundraiser, Wreaths across Dunbarton for Veterans, will be on sale at the Transfer Station this Saturday and at the Town Office during normal business hours.

Mike Kaminski suggested that Don Larsen should coordinate with the Town Administrator in having the details for purchasing tickets on the Town website’s “Hot topics”.

Brian Pike asked if the Selectmen were going to have a public session to vet out the changes to the Town’s Personnel Plan as has been done in the past. Mike Kaminski said that there were only a few changes and will download the plan on the town’s website for the Public to view.

New Business:  
The Selectmen addressed the Cemetery Trustees for approval on placing a grave drip line along the back wall of the Town Office Building. Bob Martel asked the Trustees if there is a possibility in sharing the expense for the material and installation of the drip line. The Trustees asked the BoS to send a letter on the details to include a quote, list of materials and diagram of the drip line, so the Trustees can take action on the above at the next Cemetery Trustee meeting on November 7th. Brian Pike made a suggestion to deposit old material in the corner rather than haul it away.

Motion:  
Mike Kaminski made a motion to open a Public Hearing on finishing Overlook Drive as recommended by the Dunbarton Planning Board. Bob Martel seconded the motion.

Discussion:  None

Vote:  2-0

Public Hearing:

Mike Kaminski mentioned that the Dunbarton road Agent also supports the recommendation of the planning board.
**Motion:**

Mike Kaminski made a motion to acknowledge the state of construction as shown on the September 16, 2016 approved sub-division plans (Tax map 14, Block 1, Lot 2-referred to as Overlook Estates) and the Phase I portion of the road be accepted for public travel, issuance of certificate of occupancies and access to the conservation land. Bob Martel seconded the motion.

**Discussion:**

Brian Pike asked the BoS who would oversee the “punch list items”. Mike Kaminski said once the motion passes, it becomes the Selectmen’s responsibility and their overseer of the work would be the Road Agent.

**Vote:** (2-0)

**Board of Selectmen’s Mailbox:**

The BoS received an informational copy from the Dunbarton School Board of a Public Forum on proposed Dunbarton School building renovations, on Monday, October 30th, 2017 at the Dunbarton School Library, 6:30-8:30 PM.

Received a letter from Primex basically saying to expect a small increase in premiums.

Received a quote for the “Quilt Box”. No further action needed on this subject.

Received a letter from the Dunbarton P.D. on the National Prescription drug take back day Saturday, October 28th from 10 am - 2 pm, at the Dunbarton Police Department (18 Robert Rogers Road)

The Town received an FYI memo from Primex regarding unemployment of a former employee.

The BoS received a report from North East Engineering on the inspection of Purgatory Pond Road.

The BoS received Letter from the Chief of Police that Sgt. Remillard will be the Interim Police Chief while he is on vacation.

The Town received the final invoice from Tuttle Painting. Bob Martel gave the Town Administrator a few things that need attention on the building.

The Town received some quotes on the health insurance rates for 2018, they are expected to decrease by 6.2% over the 2017 rates. The Town Administrator said that she will also ask for the other plan rates as we have asked for in the past and expects to receive a few more.

The Transfer Station Supervisor sent the BoS were copied on a follow-up memo and report to the Transfer Station Supervisor from Roger Rice’s report.
The Town received applications from the Dunbarton Police Department for 2 Federal Grants. One is for traffic enforcement, and the other is for tablet computer equipment. The BoS signed the applications and Town Administrator will notarize the applicable application.

Mike Kaminski informed Ken Swayze that the Town has received six applications for the vacant position in the Building Department.

Public Comment:

Brian Pike asked for an update on the Stark Bridge. Mike Kaminski deferred to Bob Martel who gave Brian the update.

Bob Martel said the Town originally anticipated late August 2017 finish date. To this date, the precast bridge components are finished and are currently at Michie Corporation. The problem is the Road Agent decided that the installation is beyond what his department can do because of the water table.

Brian Pike mentioned that the Highway grant that the Town received could only be used on projects not currently on the books.

The Mike Kaminski said the Stark Bridge is a work in progress and after the town receives quotes for the installation of the bridge, most likely a warrant article would be needed for the extra cost.

Brian Pike made a suggestion to sign the documents after the meeting to speed up the meeting. Mike Kaminski acknowledged Brian’s suggestion.

Motion:

Bob Martel made a motion to adjourn the meeting at 7:46 PM. Mike Kaminski seconded the motion.

Discussion:  None

Vote:  (2-0)

Respectfully submitted,

__________________________________________
Koren J. Maccubbin, Recording Secretary
Transcribed from recording

__________________________________________
Mike Kaminski, Chairman

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Robert “Bob” Martel Vice-Chairman