The Dunbarton Board of Selectmen held the regularly scheduled meeting and Public Hearing for the Town Hall Roof 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

Attendees:

- Jon Wiggin
- Fred Mullen
- Heidi Pope
- Patrick Bowne
- Peter Weeks
- Bob Martel
- Paula Martel
- Leo Martel
- Gail Martel
- Donna Dunn
- Don Larsen
- Enid Larsen
- Linda Nickerson
- Steven Dodd
- Tiffany Dodd
- Margaret Watkins
- Travis James
- John Stevens
- Jeff Trexler
- Shelley Westenberg
- Ron Slocum
- Clem Madden
- Mark Lang
- Debra Foster
- Mert Mann
- Paul Modzeleski
- George Secchiaroli

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, October 22, 2015:

MOTION:
Tom Groleau made a motion that the Thursday, October 22, 2015 Board of Selectmen Minutes be approved as written. Ted Vallieres seconded the motion. The motion passed unanimously.

**RFP FOR TRANSFER STATION ROLL OFF CONTAINERS:**

The Board of Selectmen reviewed the RFP for the seven (7) Transfer Station Containers. Tom Groleau stated he had already made several changes. Patrick Bowne noted the phrase was added that the containers must be compatible with our existing equipment.

It was noted that the RFP would be sent out for bids to be received on Tuesday, November 10, 2015 and opened on Thursday, November 12, 2015 at the Board of Selectmen’s Meeting.

**MOTION:**

Tom Groleau made a motion that the Dunbarton Board of Selectmen accept the RFP as presented this evening. Brian Pike seconded the motion. The motion passed unanimously.

**BOARD OF SELECTMEN'S MAILBOX:**

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

**Profile Committee Report:**

John Stevens, Profile Committee, asked if the Board of Selectmen had any comments on the Profile Committee Report. The Board of Selectmen noted they would like to have John Stevens come to a Board of Selectmen's Meeting and report on the Profile Report in the near future.

**Fred Mullen, Perambulation Bounds:**

Met with Weare Selectmen regarding bounds between Weare and Dunbarton. Have all necessary paperwork. Recorded the paperwork.

Fred Mullen also reported on the Tibbetts Hill and Black Brook bound. Need Board of Selectmen’s permission to replace the Town bound at the Goffstown/Dunbarton Town Line. It is broken and a portion of it is in the Town Hall cellar. Have contacted several surveyors regarding prices.

Have received a bid for placing the bounds from Richard Bartlett & Associates. Contacted Mike Dalberg and have not received a response. The sealed bid from Richard Bartlett & Associates was opened. Bid as follows:

a. Bid for Route 13 missing bound - $1,020 plus reimbursable expenses of $217 per Swenson Granite for a total of $1,200 for a 6” x 6” x 4’ granite bound with embossed letters.

b. Bid for bound at Tibbetts Hill/Black Brook Road - $1,660 plus reimbursable expenses.

**Board of Selectmen Comments:**

Tom Groleau asked if the bound that is in the basement of the Town Hall would be able to be used. It was noted possibly if the existing bound can be located. It appears the snow plow sheared it off. Do we want to get more bids?

Brian Pike, Chairman, asked if we expect Jacques Belanger and Mike Dalberg to get back in touch. It was noted that Mike Dalberg appears to be no longer in business.

*Line Comeau will send the bid to Goffstown Town Administrator and see if Goffstown will approve payment of 50% of the bid price for the replacement of the broken bound at Tibbetts Hill/Black Brook Road.*
Legal Inquiries:

Request from Ted Vallieres, Selectman, re Public Hearing for Kelsea Road:

Legal Response - Ted Vallieres, Selectman, can certainly attend and offer testimony to the Board just like any other resident whenever the Board has Public Hearings and solicits input from the public.

Legal Response - There is no issue with Alison Vallieres taking minutes for the Public Hearing on Kelsea Road issue as she is not a voting member of the body, etc.

White Farm Disposal of Police Department Property:

Have received payment of $63.05 for disposal of surplus property from the Police Department.

Invitation to Bid - Equipment Rental:

Line Comeau, Town Administrator, recently prepared an updated Equipment Rental Form which includes requirement of a Certificate of Liability on file for all equipment rental. Board of Selectmen reviewed the document and agreed to table this for further discussion. Line Comeau will run it by Jeff Crosby, Road Agent.

Letter from Town of Weare regarding Welfare Director:

Received letter from Town of Weare noting that the Town of Weare provides funding for the Welfare Director for membership dues, office supplies/equipment and postage. Also pays for attendance at any meetings and seminars.

E-Reg:

Tom Groleau stated he had misstated something at last week's meeting regarding the Agent Fee for E-reg. Agent fee is between $2.50 and $3.00. Most towns charge $1.00. The Agent Fee is only charged when the Town Clerk transacts State business (issues decals). This fee is not charged when State business has not been performed by the Town Clerk.

New Hampshire Municipal Association Annual Meeting:

New Hampshire Municipal Association Annual Meeting will be held on November 19-20, 2015 at the Radisson Hotel in Manchester, NH.

Supervisors of the Checklist:

Brian Pike, Chairman, announced that Linda Landry, Town Clerk, had requested him to announce that if anyone wanted to change their voter registration party before the upcoming election, the last time to be able to do this would be Friday, October 30, 2015 with the Supervisors of the Checklist.

PUBLIC HEARING FOR BIDS FOR THE TOWN HALL ROOF-7:30 P.M.

At this point in the meeting, Brian Pike, Chairman, opened the Public Hearing for the Town Hall Roof.

Asked that all people who wished to speak use the microphone so all can hear.

Stated the Town had received bids as follows for the Town Hall Roof:

<table>
<thead>
<tr>
<th>Bidder A</th>
<th>Bid Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Slate Roof:</td>
<td></td>
</tr>
</tbody>
</table>
Vermont Slate shingle, Grade A $66,800.00
General Liability Insurance Certificate
18' x 12" Vermont Slate shingle ASTMC406-81
Copper slate nail, 1.5" 10 gauge
Work and material outside scope of work $1.65/sq. ft. for labor and material

No bid on Metal Roof from Bidder A

<table>
<thead>
<tr>
<th>Bidder B</th>
<th>Bid Price</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Slate Roof:</strong></td>
<td></td>
</tr>
<tr>
<td>No Exception Taken, Bid does not State</td>
<td>$72,000.00</td>
</tr>
<tr>
<td>Work and Material outside scope of work</td>
<td>$15,000.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$87,000.00</td>
</tr>
<tr>
<td><strong>Metal Roof:</strong></td>
<td></td>
</tr>
<tr>
<td>Manufacturer - Not stated in Bid</td>
<td>$54,000.00</td>
</tr>
<tr>
<td>Work and Material outside scope of work</td>
<td>$10,000.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$64,000.00</td>
</tr>
</tbody>
</table>

It was noted that both bidders have submitted samples of materials which will be used. They are available for public viewing.

Brian Pike, Chairman, reported that we only received two bids on the slate roof and one bid on the metal roof.

He stated there was a requirement that the bidder do the Mandatory Walk Through. One bidder did not participate in the Mandatory Walk Through so the bid was disqualified.

**Comments from the Public:**

Jeff Trexler stated he was concerned about the square feet included in the bids. Does this include the Bandstand also? He stated the dimensions of the roof only requires 44 squares and not 58 squares as stated in the RFP and quotes. Bidder A is stating a cost of $1.65/sqft for work and material outside the scope of work. This increases the total bid. Concerned about the prices submitted on the bids. Asked where the language for the RFP had come from.

It was noted that the square footage had been taken from the previous bid for the roof seven years ago.

Regarding the Indemnification clause, it should be the Town of Dunbarton and not the Board of Selectmen regarding the "hold harmless" clause. It is heavily weighted in favor of the Town. The Indemnification clause could be part of the reason why so few bids were received.

How many contractors did not submit bids?

Regarding whether we use metal or slate, metal roofing is lighter. If we install slate, we could have a problem with the whole process because of the weight on the structure.

Fred Mullen stated his concern was what is the life expectancy of the slate roof versus the metal roofing.

It was noted the metal roofing had a 50 year Warranty.

It was also noted that the first slate roof was on the building for approximately 100 years.
Heidi Pope stated there was a question from the Construction Engineer about the loading capacity of the roof. Was that resolved? I recall the discussion on weight loads and snow loads. There was concern that the structure might not hold heavier snow loads.

Jeff Trexler noted the New Hampshire State Building Code allows you to put slate back on the building. Structural assessment done prior to the bid process indicated that the rates would support about 4 lbs/square foot.

Brian Pike noted that the Town had three choices: Slate, Metal or Asphalt. Asphalt was immediately not considered because they were "sticky" when it comes to snow sliding off the roof.

Jeff Trexler stated his recommendation was to stay with metal roofing because of the difference in weight. The difference is about 40,000 lbs. Did a lot of calculations. Concerned about braces and trusses.

Donna Dunn - Have we ever done any research as to what it would cost to reinforce the roof? Can we get some prices?

Deb Foster - What was the amount we had authorized in the Warrant Article? Where do we get the money to cover the additional cost for the roof?

It was noted that the Warrant Article was in the amount of $64,000.

Brian Pike, Chairman, stated that any additional monies could come from the Town Government Building Account. At this point, we don't have the cost of fixing the structure and/or purlings. This would be paid from the maintenance fund.

Jeff Trexler noted that he had previously estimated the cost of fixing the structure including materials and labor at between $1,000 and $2,000. My recommendation would be to do that whether it is metal or slate roofing.

Margaret Watkins stated that the Dunbarton Town Hall Restoration Project have spent several years working with building and restoration professionals to determine what the current conditions of the building are, including any structural deficiencies. We engaged the volunteer services of Jeff Trexler of Trexler Engineering, a structural engineer who lives in town and is highly regarded in his field by other in the construction business. (Margaret Watkins statement attached)

Margaret Watkins recommended that the Town Hall Roof be rebid again this winter. One or two bids is not sufficient. She stated they were in favor of a metal roof.

Deb Foster asked if it were possible you could go out to bid again. Wouldn't we want to get another bid.

It was noted that we are losing coverage on the top of the roof now. We would like some assurance that the roof is safe. Going back out to bid may be an option. If we are going to have leaks, how long is the bidding process going to take?

Jeff Trexler stated that his recommendation would be to go back out to bid and get together with the Town Hall Restoration Committee and look at various options. Bidder B has bid $87,000. There are a few problems with this bid. Would suggest that you reject all bids and go back out to bid again.

Donna Dunn stated she agreed with sending it out to bid again. Should think about getting the structure issues taken care of now. What about the Bandstand? There is a lot of cutting involved in the Bandstand roof. May be able to patch up the Bandstand for a few years.

Line Comeau stated the pieces that are falling off snap and there is no way you could cut them for the Bandstand.
It was noted that the Warrant Article did not include the Bandstand roof.

Jeff Trexler suggested putting the Town Hall Roof out to bid this winter. Then go to Town Meeting with a bid price with a Warrant Article. At that point, ask the Town to include the Bandstand in the Warrant Article.

Fred Mullen asked when were you going to put the roof on? Would you be able to put the plastic shingles on.

Jeff Trexler stated he thinks the materials for the structural repairs would certainly be an issue to put through the roof.

Bob Martel stated that he believes he gave Line Comeau the material regarding metal versus slate. The Warranty on the slate is ten years. That doesn’t mean the roof will only last ten years. The reason slate moves is because it is pre-drilled slate. Stated he would suggest going back out to bid because most roofers will be preparing for next year this winter.

Brian Pike stated this is a Public Hearing so we are not going to make any decisions right here.

Margaret Watkins stated I had heard it looked like the roof would be okay until spring and there was some thought of putting it off until spring. Putting it out to bid now would make sense.

Brian Pike stated he would want to have someone take a look at the structure. In the past Jeff Trexler, Jon Wiggins and Ralph Fellbaum looked at the roof back in the spring. Don’t know what their conclusions were.

Heidi Pope noted there are obviously some unanticipated costs. Just make sure you leave a little money for unanticipated expenses.

Steve Dodd noted there are two different materials, slate and metal. Was it decided that we were going with slate or metal? Asphalt was pretty much taken out immediately. It is between metal and slate. You should have a Public Meeting and let us know what you are thinking. There is no decision to go with either product. As a contractor, would suggest going out to bid for two different materials, slate and metal and get three good bids for each product.

Donna Dunn asked if we, the taxpayers, are going to make the final decision on whether it is slate or metal. We were going to be given the options and vote on it. You are saying we don’t really make the decision. I was under the impression that we, as citizens, were going to be given options.

Jeff Trexler stated that at the Town Meeting, you received public input. It was never said that the public will get to vote on the type of roof. Regarding talking to an architect, I could put together an RFP. We should not require them to include the extra structural work in the bid because they don’t know what the cost will be. Your funds should be in the amount of the base bid with a contingency to take care of the extra costs.

There were no further comments.

The Public Hearing was closed at 8:15 p.m.

Brian Pike, Chairman, stated they will make a decision at a later date.

The regular meeting of the Dunbarton Board of Selectmen resumed at 8:16 p.m.

Police Mitigation with Goffstown Contract:

The Board of Selectmen reviewed the contract with Goffstown for Dispatch Services for the Police Department. It was noted that Goffstown is planning to be ready for December 9, 2015 and would like to have the contract approved. It was noted that the Police Chief has done a fine job of putting this together.
At this point in the meeting, Ted Vallieres, Selectman, stated he felt that a 30 day window for cancellation was too short a time period. Would suggest having the Police Chief contact Goffstown and suggest either a 90 day or 120 day window for cancellation. It was also asked if the Board of Selectmen wanted the Town Attorney to look at the contract. It was agreed to send the contract to the Town Attorney and make sure our agreement is part of the overall lease and want some sort of time frame beyond 30 days for cancellation.

Would ask that the Town Attorney give this a quick turnaround.

School MOU:

Tom Groleau reported on the School MOU and noted that the trash pickup is still an issue. Have checked with other towns and it appears that trash is paid for by the District, etc. There was no school that had it in their budget. Next meeting is scheduled for November 9, 2015 at the School.

E-Reg:

Tom Groleau also reported on E-reg. Corrected his previous estimates as follows:

$1.85 for E-reg
.35 ea per check

Also reported that new vehicle registrations cannot use E-reg. Will have more information next week.

At this point in the meeting, the following motion was made:

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 (i ) at 8:50 p.m. at the request of Police Chief, Dan Sklut. Tom Groleau seconded the motion. The motion passed unanimously with the following Roll Call Vote:

Vallieres - Yes
Pike - Yes
Groleau - Yes

The regular meeting of the Dunbarton Board of Selectmen resumed at 9:01 p.m.

The following motion was made:

MOTION:

Brian Pike made a motion that the Dunbarton Board of Selectmen seal the minutes of the Non-Public Meeting of October 29, 2015 until March 31, 2016. Tom Groleau seconded the motion. The motion passed unanimously.

MOTION:

Ted Vallieres made a motion that the Dunbarton Board of Selectmen instruct the Police Chief to go ahead with the installation of the antennae. Tom Groleau seconded the motion. The motion passed unanimously.

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

MOTION:

Brian Pike made a motion that the Dunbarton Board of Selectmen adjourn the regular Board of Selectmen’s meeting at 9:05 p.m. Tom Groleau seconded the motion. The motion passed unanimously.
Respectfully submitted,

Alison R. Vallieres
Recording Secretary

__________________
Brian Pike, Chairman

__________________
Ted Vallieres, Selectman

__________________
Tom Groleau, Selectman