DRAFT, SUBJECT TO REVIEW, CORRECTION AND APPROVAL
DUNBARTON BOARD OF SELECTMEN (BoS)
MINUTES OF MEETING
Thursday, November 30th, 2017
TOWN OFFICES 6:30 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
David Nault, Selectman
Line Comeau, Town Administrator
Koren Maccubbin, Recording Secretary

Mike Kaminski, Chairman, called the regular Board of Selectmen (BoS) meeting to order at 6:30 PM with the full Board present.

MOTION:

Mike Kaminski made a motion to go into a Non-Public session per RSA 91-A: 3, II (b) at 6:31 PM. Bob Martel seconded the motion.

DISCUSSION: None

VOTE: Roll Call:

Mike Kaminski    Yes
Robert “Bob” Martel    Yes
Dave Nault    Yes

MOTION:

Mike Kaminski made a motion to come out of the non-public session per RSA 91-A: 3, II (b) at 7:02 PM and to go into a short recess. Dave Nault seconded the motion.

DISCUSSION: None

VOTE: Roll Call:

Mike Kaminski    Yes
Robert “Bob” Martel    Yes
After a 5-minute recess Mike Kaminski, Chairman, called the regular Board of Selectmen (BoS) meeting to order at 7:07 PM with the full Board present.

Members of Boards/Committees & Town Officials:

- Linda Landry, Dunbarton Town Clerk
- Dan Sklut, Dunbarton Police Chief
- Ken Swayze, Chairman of the Dunbarton Planning Board
- John R. Trottier, Chairman of the Dunbarton Zoning Board of Adjustments
- Mary LaValley, Chairwoman of the BOA

Members of the Public:

- Leo Martel
- Bob Leonard, Dunbarton Resident

It is noted for the record that Leo Martel was videotaping the regular Selectmen meeting.

Old Business:

Motion:

Bob Martel made a motion to accept the amended minutes, of the BoS Public Session held on November 16th, 2017 at 6:06 PM. Bob Dave seconded the motion.

Discussion: None

Vote: (3-0)

Public Comment:

Chief Sklut said they received word that Dunbarton was not awarded the police-hiring grant.

New Business:

Budget Discussion for Planning and Zoning Boards:

Ken Swayze and John Trottier said the 2018 budget of $18,470.00 was satisfactory. Ken Swayze brought up the fact that there is no administrative cost in their budget and asked if it would be possible to have the building department budget incorporated into their budget. The BoS and the Town Administrator would examine this issue.
Budget Discussion for Assessing Board:

Mary LaValley discussed her 2018 Budget. Her 2018 budget increased from $27,993 to $28,339, which reflects a 2% CPI increase for the recording secretary of $15.80, and contractual software support increase of $330 dollars for a total increase of $345.80.

Dave Nault asked if there was any way to trim the Assessing Board’s budget proposed. After further examination and discussion, no budget changes were made.

Milfoil Treatment 2018 Budget:

Bob Leonard, representing the residents of Gorham Pond, said he was not up to speed on the State’s idea that Gorham Pond be a test site for new chemicals with the enticement of matching funds for the treatment. He was prepared to address the proposed warrant article for 2018. This warrant article would allow revenues from previous warrant articles, fees and other revenues supported by the fund to be allocated to an earmarked fund for milfoil and other invasive species.

The Town Administrator said the warrant article wording needs to be correct and should be sent to the DRA for their input. Bob Leonard said he would schedule time with the BoS when he has further information on the State testing and how much funding is to be expected for 2018.

Bob Martel mentioned that he was under the impression that the Milfoil was almost non-existent after the last year’s treatment and funding would be at a minimum.

Mike Kaminski said he does not like the idea of non-approved chemicals being used that may not be effective and potentially harmful to the Pond. Further discussion on this subject would be on a date to be determined.

Pay rate for wage increase for Town Officials and Town Elected Officials:

The Town Administrator and the BoS discussed a cost of living wage increases for the Town employees and the Town elected officials.

Motion:

Dave Nault made a motion to clarify the 2018 pay rate wage increase of 2% for employees and elected officials. Mike Kaminski seconded the motion.

Discussion: Bob Martel made a motion to amend the above motion.

Amended Motion:

Bob Martel made a motion to clarify the 2018 pay rate wage increase of 2% for employees and elected officials excluding the BoS.
There was no second to amended motion.

**Vote:** 3-0

**Review of Heating Oil Quotes for 2017/2018**

The Board reviewed and discussed the quotes from 5 heating oil suppliers.

**Motion:**

Dave Nault made a motion to accept Dunbarton Fuel’s quote of rack price plus $0.20 when paid in 5 days. Bob Martel seconded the motion.

**Discussion:** None

**Vote:** (3-0)

**Motion:**

Dave Nault made a motion to accept Michael Underwood’s proposal to do the drip edge around all four sides the Town Office for $1430.00. Mike Kaminski seconded the motion.

**Discussion:** None

**Vote:** (3-0)

The BoS had a discussion on using material (such as crushed stone) from the Highway Department as a cost savings. The Town Administrator to ask the Road Agent.

**Motion:**

Bob Martel made a motion to terminate the sign-up bonus for the Transfer Station’s new hires as of November 30th, 2017. Dave Nault seconded the motion.

**Discussion:** None

**Vote:** (3-0)

**General Town Business and the BoS’s Mailbox:**

The Town received a report from Nelson Analytical Lab on the Town’s water supply. All Town Departments were notified.

Received an FYI copy of letter that the Szopa’s would be gifting the Town a donation to be earmarked for the Dunbarton P.D. Chief Sklut thanked the Szopa’s for their generous donation.
Motion:

Dave Nault made a motion to present the Boston Cane to Marion Crosby. Mike Kaminski seconded the motion.

Discussion: None

Vote: (3-0)

The Town Administrator distributed an Accrued Liability Report. She that a memo was disbursed to the Department Heads to notify the Town if anyone cannot use their annual accrued leave by December 1st.

The BoS resigned the updated Personnel Plan so it may be printed distributed to the town employees.

Public Comment:

Leo Martel said the wood bank is up and running. However, he pointed out that we need more younger volunteers.

David Nault asked if the Town Lawyer was told to send the demand letter to Score Construction, if so would like a copy of that letter. The Town Administrator replied yes will follow up for a copy.

MOTION:

Mike Kaminski made a motion to go into a Non-Public session at 9:08 PM, per RSA 91-A: 3, II (c). Dave Nault seconded the motion.

DISCUSSION: None

VOTE: Roll Call:

    Mike Kaminski        Yes
    Robert “Bob” Martel   Yes
    Dave Nault           Yes

MOTION:

Mike Kaminski made a motion to come out of the non-public session per RSA 91-A: 3, II (c) at 9:30 PM. Dave Nault seconded the motion.

DISCUSSION: None

VOTE: Roll Call:
Motion:
Mike Kaminski made a motion to adjourn the meeting at 9:31 PM. seconded the motion.

Discussion: None

Vote: (3-0)

Respectfully submitted,

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Koren J. Maccubbin, Recording Secretary

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Mike Kaminski, Chairman

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Robert “Bob” Martel Vice-Chairman

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David Nault, Selectman