DRAFT, SUBJECT TO REVIEW, CORRECTION AND APPROVAL

DUNBARTON BOARD OF SELECTMEN
MINUTES OF MEETING
Thursday, February 16th, 2017
TOWN OFFICES 7:06 PM

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

The following Board Members were present:

Brian Pike, Chairman
Robert “Bob” Martel, Vice-Chairman
Mike Kaminski, Selectman
Line Comeau, Town Administrator
Koren Maccubbin, Recording Secretary

Members of Boards/Committees & Town Officials:

Fred Mullen, School Moderator
Rene Ouellet, Town Moderator
Dave Nault, Zoning Board Authority

Members of the Public:

Leo Martel
Robert Anderson
Robin Anderson
Robert Leonard
Debra Foster
David Montgomery, Dunbarton Telephone Company
Robert Payne
J.R. Hoell, State House Representative
Mike Langlois
Kathy Langlois
Jim Bivonit
Dawn Guilbeault
Kathryn Hande

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

Brian Pike, Chairman, called the regular Board of Selectmen (BOS) meeting to order at 7:06 PM with the full Board present.
PUBLIC COMMENTS:

Discussion concerning Cable/Fiber Optics for Dunbarton

J. R. Hoell expressed his concerns on Dunbarton’s lack of high-speed Internet service. David Montgomery from the Dunbarton Telephone Company told the BOS what his Company is in the process of doing. He said for two years the Dunbarton Telephone Company (DTC) went through the Federal Loan process to procure funds for Fiber optics. Just recently the loan was granted. Now, DTC has contracted an Engineer Firm to give the DTC courses of action for supplying fiber optics to the Town residents including the order in supplying the fiber optics and which telephone poles have to be replaced. With all this said, David Montgomery’s schedule is to start fiber optic installation in 2017 and sometime in 2018 finish up. David Montgomery agreed that some of the resident in outlying areas might be better served to tag onto the Cable Lines. J.R. Hoell asked if the BOS could help set up a meeting with all concerned parties to see if any other services would be will to come into Dunbarton. Residents spoke to the BOS and all of them told the board that the lack of high-speed Internet has had detrimental effect on school children, college students and those who run a business out of their home. David Montgomery said he could not tell the BOS who would get fiber optics first at this time but should be able to comment further on this issue in the next few weeks. Brian Pike asked J, R. Hoell if he could supply a names of a resident to represent the group of residents interested in alternative internet access who could be at the coordinating meeting with DTC and the Cable Company.

Old Business:

Approval of past minutes:

MOTION:

Mike Kaminski made a motion to approve the minutes of the BOS public session held on February 2nd, 2017 at 7:11 PM. Bob Martel seconded the motion.

DISCUSSION: None

VOTE: (3-0)

Brian Pike closed Public Comments.

2nd Public Hearing of the 2017 Budget and Warrants

Brian Pike did a synopsis of the 2017 Operating Budget and Warrants. The process started in November of 2016. The guidance from the BOS to the Department Heads is to provide level services for the third year in a row. If a Department Heads needed more funding, they would have to justify the reason and or put the increase in a Warrant Article. The CPI of .7% increased Level Services. Brian Pike said their “Rainy Day Fund” (Surplus) is approximately $224,000.00 and the Auditors recommend a figure
between 5% and 17%. Brian Pike expressed that the Town has no debt. This year’s Operating Budget is .75% increase over the 2016 Budget.

Question was asked if the unspent Warrant Article monies could be used for an emergency needed item? Brian Pike said he believes you cannot use those earmarked funds.

Brian Pike proceeded to go down the Line items of the 2017 Budget.

Brian Pike said the Executive Section increase was for new staffing for part timers in the Executive office and the Town clerk’s office.

The Financial Administrative increase is to 2 new computers and support services software.

The Assessing Department increase is due to the CPI.

The Legal Budget decreased due to anticipated legal work for 2017.

Personnel Administration increase is based on town’s expenses, not receiving the Holiday credits for this year.

The Planning and Zoning budget went down for the 2017 budget by $1655.00

General Government Buildings Budget increased $22,065.00 for this year. The reason for the increase is because of maintenance that has been delayed over the years and some of the maintenance involves safety issues.

The Cemetery Budget for this year is the same as last year.

The Insurance Budget for 2017 is $14,481.00. Last year’s budget only reflected 6 months, the 2017 Budget reflects the whole year.

The Police Department’s increase is due the CPI and having the Secretary’s job description to now read part time Detective/patrol officer with an increase in pay. Other increased costs are due to contractual obligations. Total increase for the 2017 Police Budget is $17,230.00.

The Fire Department Budget increased by $3342.00. Most of the increases were contractual. Mike Kaminski explained that next year the Fire department will look at getting away from a stipend method for calls and go to some kind of a base rate.

The Building inspection Budget was $658.00 lower than last year’s budget.

The Emergency management budget for 2017 stayed the same as 2016.

The Highway Budget for 2017 stayed the same as 2016. While the workers did receive a CPI increase, Jeff Crosby absorbed the increase from his other budget lines. A question was asked about fixing the
Dunbarton Elementary School parking lot. Would it be taken care of in 2017? Brian Pike said Jeff Crosby, he believes, would be taking funds out of his maintenance budget for the DES parking lot project. Fred Mullen asked the BOS to ask Jeff Crosby to take a look at the concrete slab area coming out of the School’s kitchen door (the parking lot has settled and we have a trip hazard).

The Solid Waste Disposal Budget for 2017 had an increase of $8440.00 over the 2016 Budget. Mike Kaminski said how important recycling is to reducing taxes.

The Welfare Budget for 2017 had a $40.00 increase over the 2016 Budget.

The Parks and Recreation Budget remained the same as the 2016 budget. Mike Kaminski explained some funds were moved from excursions to the Old Home Day Committee. Question was asked why we are not having fire works for Old home Day. John Stevens said the new location that had been used for the fireworks display was not received well. The School area was eliminated as a place for the fireworks display because of the concentration of building/homes in the immediate area (Safety Issues).

The Library Budget was $1080.00 over last year’s budget.

2017 Budget - Revenues

Brian Pike said that the BOS were conservative on the Town’s anticipated revenues for 2017. He said revenues for 2017 are anticipated to 14.12% higher. Brian Pike said by being conservative on revenue estimates, any overages could go into building up the surplus fund to the DRA recommended levels.

Mike Kaminski said that if the draft bill in committee at the State House goes through, passed and signed, the Town stands to lose approximately 15 million dollars in assessed value. This shortfall will have to be picked up by the taxpayers. Brian Pike urged residents to talk to their state Representatives next week on this matter.

Dave Nault asked what happens to the $162K additional funds between the 2016 Budget and the 2016 Actual Budget. Line Comeau said that it goes into the general fund. Line Comeau gave a brief synopsis on this process.

Question asked if the anticipated revenues in property tax (Coming out of current use) was all revenues for the Town or does the Conservation Commission receive some of these revenues. Brian Pike said the figure in the Revenue Budget is for the Town portion, which is 50% of the current use penalties; the other 50% goes to the Conservation Commission.

Question asked about revenues from logging on Conservation Committee/Town Forest Commission controlled lands. Line Comeau said there are separate agreements between the Commissions and the Town would receive some revenues from these sources.

Town Warrant Articles for 2017
Line Comeau went over some of the small changes in the wording of certain Warrant Articles recommended by the DRA. (No changes in dollar amounts)

Warrant Article 10
Added the numeric figure “$2,268,723.00” in the first sentence.

Warrant Article 14
Added, “If Warrant article 13 passes, this article will become null and void”.

Warrant Article 18
Insert the Insurance claim money (Unassigned Fund Surplus) of “$2935.00” and insert “$2565.00” withdraw from DFD Special revenue fund.

Warrant Article 20 and 21
Added the word “Not” in front of “recommended by Board of Selectmen”.

Brian Pike explained that Warrant Articles 1 through 9 were Articles have will be on the 2017 ballot.

Brian Pike went through and explained each of the Town Warrant Articles.

Article 10 - No Public Comment

Article 11 - No Public Comment

Article 12 - No Public Comment

Article 13 - Question was asked about why are we doing a new cruiser when we funded a cruiser last year. Brian Pike explained that it was necessary due to the deteriorating condition of an existing cruiser, and the need for a Fire Dept. vehicle. If the Town approves the police vehicle, the Fire Dept. will receive a cruiser that will work for their needs, which is not as severe as the Police Dept. After this year and according the CIP we should be on schedule to replace police vehicles every other year.

Article 14 - No Public Comment

Article 15 – Question was asked if the heavy equipment traffic generated by the new Lamontagne Development would deteriorate the new paved road. Brian Pike said that is a good question and the BOS would ask Jeff Crosby.

Bob Martel mentioned as a sidebar that The Stark Bridge on Ray Rd. should go in this July and August.
Article 16 - Question was asked how much was in the Highway Vehicle Capital Reserve. Line Comeau said the figure would show up in the 2017 Trustee of the Trust funds report.

Article 17 - No Public Comment

Article 18 - No Public Comment

Article 19 - No Public Comment

Article 20 - No Public Comment

Article 21 – Line Comeau said the Town Attorney said the language in this Warrant would be illegal. After more clarification, it is believed that by changing the wording “revolving” to “expendable” the Warrant should be good for the Budget year of 2018.

Budget hearing closed at 8:40 PM.

TOWN BUSINESS:

John Stevens presented to the BOS an overhead picture/diagram of the Police and Station combined buildings with fixtures “A” through “J”. John divided the work into two stages. The 1st stage would cover designated A, D, F and H while Stage 2 covers B, C and G. The remainder of the designated fixtures is to be determined. BOS consensus was to let John Stevens to proceed to get quotes for Stage 1. If the quotes were under the limits of the purchasing policy to proceed with the fixes necessary for safety.

Line Comeau gave the Selectmen a copy of the MS-636 for review and after approval by the Selectmen the form needs to be posted in two areas.

MAILBOX:

CAI Technology contract

MOTION:

Brian made a motion to accept the CAI contract for $1800. Mike Kaminski seconded the motion

DISCUSSION: None

VOTE: (3-0)

Received an informational letter concerning collection of U.S. Census Data.
Line Comeau mentioned that she is in coordination with Score Construction, and Cohen Steel’s Peter Webster, the Steel support supplier to remedy the Library support issue.

PUBLIC COMMENTS:

Fred Mullen told the BOS he received a request from a UNH student to do a controlled test in Dunbarton’s Town Forest on Emerald Ash Borers using Dunbarton ash trees. It is 4 sites with 24 trees at each site that is going to be requested.

MOTION:

Brian Pike made a motion to go into a Non-Public session per RSA 91-A: 3, II (c) at 9:21 PM. Bob Martel seconded the motion.

DISCUSSION: None

VOTE: Roll Call:

  Brian Pike     Yes
  Robert “Bob” Martel  Yes
  Mike Kaminski,       Yes

MOTION:

Brian Pike made a motion to end the non-public session at 9:53 PM. Mike Kaminski seconded the motion.

DISCUSSION: None

VOTE: Roll Call:

  Brian Pike     Yes
  Robert “Bob” Martel  Yes
  Mike Kaminski,       Yes

Motion:

Brian Pike made a motion to adjourn the meeting at 9:54 PM. Bob Martel seconded the motion.

Discussion: None

VOTE: (3-0)
Respectfully submitted,

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Koren J. Maccubbin, Recording Secretary

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Brian Pike, Chairman

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Robert “Bob” Martel Vice-Chairman

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Mike Kaminski, Selectman