DRAFT, SUBJECT TO REVIEW, CORRECTION AND APPROVAL

DUNBARTON BOARD OF SELECTMEN (BoS)
MINUTES OF MEETING
Thursday, February 8th, 2018
SPECIAL START TIME: 6:30 PM

Dunbarton Board of Selectmen held the 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 via telephone conference
- Line Comeau, Town Administrator

Boards/Departments present at 6:30pm:

- Dan Sklut, Police Chief
- Christopher Remillard, Police Sergeant

Board Members/Departments present at 7:00pm:

- Jon Wiggin, Fire Chief
- Patrick “Woody” Bowne, Transfer Station Supervisor
- Jeff Crosby, Road Agent
- Don Larsen, Cemetery Trustee
- Linda Landry, Town Clerk
- Brian Pike, Cemetery Trustee

Members of the Public present at 7:00pm:

- Leo Martel
- Bob Leonard

Line Comeau, Town Administrator stated that Dave Nault was not able to be present at the meeting but requested a telephone-conference to participate in the discussion and vote of the warrant articles.

The Board present was connected to Dave Nault at 6:32pm via telephone. Michael Kaminski opened the meeting with Bob Martel and Michael Kaminski present along with David Nault via telephone speaker conference.

Mike Kaminski, Chairman, stated for the public, the purpose of the early start time of the meeting was to review and vote on the warrants being discussed at the public hearing later in the evening.
Michael Kaminski read article number (1) To choose all necessary town officers for the ensuing year. 

_The Board consensus was that there was no action needed._

Michael Kaminski read article number (2) The Operating Budget for the Town.

_To see if the town will vote to raise and appropriate the sum of ($2,395,681) for general municipal operations with ($165,000) to come from unassigned fund balance surplus. This amount excludes all appropriations contained in special or individual articles addressed separately. Estimated tax rate impact: $3.74._

**Discussion:** Michael stated that the Board had reviewed the Operating Budget at length and in speaking for the Board felt everyone agreed on the operating budget as presented. Michael stated that with use of $165k from unassigned surplus, plus the anticipated revenue ($1,094,700), the net to be raised from taxes will remain the same as the previous year’s budget at $3.74. The full Board was in agreement.

**VOTE:**

- Kaminski, yes
- Martel, yes
- Nault, yes

Michael Kaminski read article number (3) The Capital Reserve Fund deposit for the Revaluation.

_To see if the town will vote to raise and appropriate the sum of ($14,000) to be added to the Revaluation Capital Reserve Fund previously established for this purpose and as summarized in the Capital Improvement Plan. Estimated tax rate impact: $.05._

**Discussion:** Michael stated that the Capital Reserve deposit is a warrant that the Town votes on every year in preparation of the revaluation. The full Board was in agreement.

**VOTE:**

- Kaminski, yes
- Martel, yes
- Nault, yes

Michael Kaminski read article number (4) The Capital Reserve Fund deposit for the Fire Department.

_To see if the town will vote to raise and appropriate the sum of ($40,000) to be added to the Fire Department Emergency Vehicle Capital Reserve Fund, previously established for this purpose and as summarized in the Capital Improvement Plan. Estimated tax rate impact of $.13._

**Discussion:** Michael stated that the Capital Reserve deposit is a warrant that the Town votes on every year for a future purchase of an emergency vehicle for the fire department. The full Board was in agreement.
VOTE:  
Kaminski, yes  
Martel, yes  
Nault, yes

Michael Kaminski read article number (5) The purchase of a heart monitor for Fire Department.

To see if the town will vote to raise and appropriate the sum of ($34,600) to purchase a heart monitor and related equipment and to authorize the withdrawal of said funds from the Fire Department Equipment non-lapsing Special Revenue Fund created for this purpose and no amount to come from taxation. Estimated tax rate impact of $.00.

Discussion: The full Board was in agreement.

VOTE:  
Kaminski, yes  
Martel, yes  
Nault, yes

Michael Kaminski read article number (6) Grapevine Road repairs.

To see if the town will vote to raise and appropriate the sum of ($100,000) for the purpose of adding the top coat of pavement on a section of Grapevine Road (phase III). Estimated 2018 tax rate impact: $.33

Discussion: Dave Nault stated that the town has been doing this for several years now and this would complete the project of Grapevine Road. All Board members were in consensus of this article.

VOTE:  
Kaminski, yes  
Martel, yes  
Nault, yes

Michael Kaminski read article number (7) Highway Department Capital Reserve Fund deposit.

To see if the town will vote to raise and appropriate the sum of ($25,000) to be added to the Highway Vehicle Capital Reserve Fund previously established for this purpose and as summarized in the Capital Improvement plan. Estimated 2018 tax rate impact: $.08

Discussion: All Board members were in consensus of this article.

VOTE:  
Kaminski, yes  
Martel, yes
Michael Kaminski read article number (8) A full time police officer.

To see if the town will vote to raise and appropriate the sum of ($24,548) to hire and equip a full-time police officer position. Said amount reflecting funds for this position starting August 5th, 2018, this sum to be raised from taxes. Estimated 2018 tax rate impact: $ .08

Discussion:

Michael Kaminski stated that this is to convert a part time police officer to a full-time position.

Dave Nault stated that he was in agreement of this article, because the department had reduced the part time budget to offset this position and stated that this would be a step-in preparing for the Chief retiring in a short number of years.

Michael stated that there are also a number of part time police officers that are approaching the retirement age.

Dave Nault stated that would also prepare the department to potentially staff the position in house without having to look outside of the department.

VOTE:
Bob Martel stated that he had only one comment before the vote. Bob said he would like to make sure that the Chief provides the tax payers with a full year impact for the voters when speaking to the warrant.

VOTE:
   Kaminski, yes
   Martel, yes
   Nault, yes

Michael Kaminski read article number (9), a new pickup truck for the transfer station.

To see if the town will vote to raise and appropriate the sum of ($27,983) for the purpose of buying a new pickup truck for the transfer station and to fund this appropriation by withdrawing ($24,000) from the Transfer Station Capital Revenue Fund, with the remainder to come from unassigned fund balance surplus and no money to be raised by taxation. (NOTE: $3,425 of this money from the unassigned fund balance to be uses for this purpose was generated from the sale of dumpsters). Estimated 2018 tax rate impact: $.00

Discussion:
Dave Nault stated that he was in agreement with this article as there is no impact to the tax payer. Dave also stated that the town has had to put a lot of money in repairs to the current vehicle over the last few years so it is over due to be replaced.

Michael Kaminski stated that he would have pictures to present during the public hearing.

**VOTE:**
- Kaminski, yes
- Martel, yes
- Nault, yes

Michael Kaminski read article number (10), rust mitigation and cover system to the Transfer Station Mack truck.

*To see if the town will vote to raise and appropriate the sum of ($29,250) for repairs on the Transfer Station Mack truck for rust mitigation, to replace the cable cover system. This sum to be raised from taxes. Estimated 2018 tax rate impact: $ .10*

**Discussion:** Mike Kaminski stated that if the article moves forward, that the department supervisor follow through with the bid process in getting three solid quotes before we approve the work to be done.

Dave Nault state that he was in agreement with the discussion, but it is up to the department to sell it to the voters.

Mike stated that included in the total warrant is an amount to haul the trash when the vehicle is out of commission.

Bob Martel stated that because of the amount of the quotes, the bid will have to follow the guidelines of sealed bids.

**VOTE:**
- Kaminski, yes
- Martel, yes
- Nault, yes

Michael Kaminski read article number (11), 2% pay raise for elected officials.

*To see if the town will vote to raise and appropriate the sum of ($2,633) which represents a 2% raise, and associated payroll taxes for paid elected positions. This sum to be raised from taxes. Estimated 2018 tax rate impact: $ .01*

**Discussion:** The Board discussed the process of giving elected officials raises and how it should be brought before the legislative body. The Board was in consensus on this process.

**VOTE:**
Kaminski, yes
Martel, yes
Nault, yes

Michael Kaminski read article number (12) Milfoil treatment.

*To see if the town will vote to raise and appropriate the sum of ($33,886) for the milfoil control at Gorham Pond and to authorize the selectmen to accept a grant from the State of New Hampshire DES in the amount of ($10,166), known as the Variable Milfoil Control Grant and ($4,276) to come from unassigned fund balance surplus with the remaining ($19,444) to come from taxes. Estimated 2018 tax rate impact:  $.06*

**Discussion:**

Dave Nault stated that he has listened to DES in their extensive research and was in agreement in keeping the town ponds clean.

Mike Kaminski agreed and would vote in favor of the article.

Robert Martel stated that he was in agreement of the article because it’s currently contained to only one pond, and that it’s important to prevent the milfoil from getting into the other bodies of water throughout the town.

**VOTE:**
Kaminski, yes
Martel, yes
Nault, yes

Michael Kaminski read article number (13) Establishing a Capital Reserve Fund for invasive plant species.

*To see if the town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 to be named the Invasive Plant Species Capital Reserve Fund for the maintenance and control of invasive plant species, and to raise and appropriate the sum of ($1.00), to be placed in this fund with this amount to come from the unassigned fund balance surplus and furthermore to appoint the selectmen as agents to expend from said fund. Estimated 2018 tax rate impact:  $.00*

**Discussion:**

Michael Kaminski stated that this fund is established so that if there is any money remaining from the warrant article, then the money would be saved in this fund rather than in the general fund to minimize the tax impact in the future for treatment of invasive species.

There was substantial discussion on the use of the fund.
Bob asked if using these funds would impact received grant money.

Town Administrator stated that using these funds would not impact the grant amount but reduce the tax impact.

**VOTE:**

- Kaminski, yes
- Martel, yes
- Nault, yes

Mike Kaminski stated that the remaining two articles did not require actions of the Board which concludes the discussion of the warrants.

To hear the reports of agents, auditors, committees and other officers heretofore chosen and pass any vote relating thereto. (*No action needed*)

To transact any other business that may legally come before this meeting. (*No action needed*)

Dave Nault stated for the Board before he ended the telephone call, that he had reviewed the Selectmen’s mailbox. Dave state that because he would not be participating in the remainder of the meeting that he wanted the Board to know that he had reviewed the grant application request from the Police department and was okay with perusing the grant.

There was general discussion of the Board the workshop / telephone conference ended at 6:52am.

Mike Kaminski stated that the Board would take a short recess of eight minutes and reconvene at 7:00pm for the regular meeting time.

Michael Kaminski stated for the public that the voting workshop that began at 6:30pm and was convened until the regular Board meeting at 7:00pm.

Michael state for the public that there is a quorum, for tonight, there would be general town business before we hold the meeting of the Budget Hearing for 2018 at 7:30pm. Mike stated Dave Nault would not be present this evening due to illness and the recording secretary is absent due to illness. Present for this evening is Michael Kaminski, Bob Martel along with the Town Administrator who will also be acting as recording secretary.

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

**Old Business:**

**Approve minutes from February 2\textsuperscript{nd}, 2018.**

**Motion:**
Robert Martel made a motion to approve the regular meeting minutes of, February 2\textsuperscript{nd}, 2018. Michael Kaminski seconded the motion.

**Discussion:** None

**Vote:** (2-0)

**Approve non-public minutes of February 2\textsuperscript{nd}, 2018.**

**Motion:**

Bob Martel made a motion to approve the non-public minutes of, February 2\textsuperscript{nd} as amended. Michael Kaminski seconded the motion.

**Discussion:** Bob Martel stated that the non-public minutes were voted on at the last meeting to be sealed.

**Vote:** (2-0)

**Public Comment:**

Michael Kaminski opened the floor for public comment. Mike stated that if there is any public comment, would like that person to state their name. Mike stated that there being no public comment he would close public comment at this time. Another public comment session will be held at the end of the meeting but if there is anyone present that has valuable information to share with the Board that he would always entertain their input.

**New Business:**

**Sergeant Remillard, request for a grant**

Sergeant Remillard informed the Board that the police and fire departments were notified this week of an EMS kin the War Zone Grant in the amount of $6,000. The application requires the Board signature and if granted will be notified with a letter of the award of the grant to authorize us to start making the purchases.

Chris Remillard stated for the public, that the grant is in the amount of $6,000, which would allow the town to purchase ballistic fire armor for the EMT’s, it will also allow us to purchase trauma equipment for both departments to provide a lot more medical gear in the event of a massive casualty event. The grant is a 100\% funded from the state homeland security.

Chris Remillard stated that there is also a second grant that was applied for through the Children’s Hospital in Dartmouth. This grant would provide the Town with forty brand new multi-sport bicycle helmets for Dunbarton residents. The Police department in conjunction with the Fire department along with the rec committee, will be planning a bicycle rodeo sometime in May. There will be free bicycle inspections conducted by S & M bicycle sports at which point we will be handing out the helmets.
Chis also informed the Board that the department will be holding their second drug take back which will be held on April 28, between 10 – 2pm, the event was a big success back in October so we would like to bring this into the future in October and April.

Chris also updated the Board with the traffic data study at Pages Corner. Chris stated that he had been notified that will be a traffic data study conducted by CNHRPC within the next month. This information will be provided to the department of transportation.

Mike Kaminski stated that this was useful information. Mike stated that this has always been a concern from the citizens of Dunbarton that this is a dangerous intersection.

**Motion:**

Mike Kaminski made a motion to accept the grant from Homeland Security in the amount of $6,000 to purchase equipment for the Police and Fire departments. Bob Martel seconded the motion.

**Discussion:** None

**Vote:** (2-0)

The Board signed the grant.

Mike Kaminski stated that the Board was ahead of schedule and not able to begin the Public Hearing before it’s legal posting time. At this point would go out of order of the agenda.

**Donation from Don Larsen for Wreaths Across Dunbarton.**

Don Larsen announced for the Board that he had receive two more donations from the corporate sponsors, Grappone and Granite State Communications toward the project of Wreaths Across Dunbarton in the amount of $700 dollars.

**Motion:**

Michael Kaminski made the motion per RSA 31:95-b III (b) accept a total of $700 for Wreaths Across Dunbarton from Don Larsen. Bob Martel seconded the motion.

**Vote:** (2-0)

The Board thanked Don Larsen for a job well done on the project.

**Board of Selectmen’s Mailbox:**

- Chairman informed the public on the Stark bridge. The project is moving forward.
Public Comment

There being no more mailbox, to discuss, Michael opened the floor for public comment.

Leo Martel asked what the progress was on the door of the library.

Line Comeau replied that there had been multiple phone messages left with the contractor, will follow up with another call for an update.

Michael Kaminski announced that there would be another 10-minute recess until 7:30 to begin the Public Hearing on the Budget

PUBLIC HEARING ON THE WARRANT & THE BUDGET FOR 2018:

Michael Kaminski open the Public Hearing on the Budget and Warrants 2018.

Michael Kaminski gave an overview of the budget for philosophy for 2018.

1. To choose all necessary town officers for the ensuing year.

2. To see if the town will vote to raise and appropriate the sum of (2,395,681) for general municipal operations with ($165,000) to come from unassigned fund balance surplus. This amount excludes all appropriations contained in special or individual articles addressed separately.

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
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<tr>
<td>Executive</td>
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<tr>
<td>Selectmen (Elected Official salary/taxes*2017)</td>
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<td>Elections, Registrations &amp; Vital Stats</td>
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<td>Town Clerk (Elected Official salary/taxes &amp; benefits* 2017)</td>
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<td>Financial Administration</td>
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<td>Tax Collector (Elected Official salary/taxes* 2017)</td>
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<td>Legal Expenses</td>
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<td>Personnel Administration</td>
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<td>Planning &amp; Zoning</td>
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<td>Cemeteries</td>
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<td>Fire</td>
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<td>Solid Waste Expenses &amp; Disposal</td>
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<td>Welfare</td>
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<td>Parks &amp; Recreation</td>
<td>2,200</td>
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Old Home Day/Memorial Day  
Library  
Total  

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<tr>
<th>Fund GENERAL FUND 2018 EXP</th>
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<tbody>
<tr>
<td><strong>Account Number</strong></td>
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<tr>
<td><strong>GENERAL FUND (01)</strong></td>
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<td><strong>EXECUTIVE</strong></td>
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<tr>
<td>01-4140.07-000</td>
</tr>
<tr>
<td>01-4140.09-190</td>
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Over all summary for **Executive** is an increase of $1,068 which represents primarily a 2% increase for this category.

**ELECTION,REGISTRATION & VITAL**

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<td align="left">11,721</td>
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<td align="left">Marriage Licenses</td>
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<td align="left">1,032</td>
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<td align="left">01-4140.09-190</td>
<td align="left">Fees &amp; Services</td>
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</table>

The overall increase for **Elections** is $5,048 which represents a 2% increase for the deputy along with an increase of elections expenses due to four elections in 2018.
The overall change in the category of Financial is a decrease of $7,738, basically due to no request for education training.

The overall increase in the Assessing department is contractual and a 2% payroll increase for the recording secretary.

The overall increase in the Assessing department is contractual and a 2% payroll increase for the recording secretary.
The Board opted to increase legal for the Selectmen’s line due to pending litigations for utilities and Kelsea Road which represents an increase of $3,000.

**PERSONNEL ADMINISTRATION**

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<tr>
<th>Code</th>
<th>Description</th>
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**PLANNING & ZONING**

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<td>01-4191.09-390</td>
<td>Recording Fees/Pl.</td>
<td>450</td>
<td>132</td>
<td>450</td>
</tr>
<tr>
<td>01-4191.10-390</td>
<td>Engineering Costs</td>
<td>1,000</td>
<td></td>
<td>1,000</td>
</tr>
<tr>
<td>01-4191.11-620</td>
<td>Planning Consultant</td>
<td>6,000</td>
<td>4,923</td>
<td>6,000</td>
</tr>
<tr>
<td>01-4191.11-621</td>
<td>Planning &amp; Zoning Training</td>
<td>350</td>
<td></td>
<td>350</td>
</tr>
</tbody>
</table>

The overall increase in Personnel is related to a health plan change for a new employee which represents an increase of $6,871.

The category of Planning & Zoning is a flat budget for 2018 with no increase.
The Board decided to increase the Town Government building account. There is an increase in this line alone in the amount of $80,000 to be proactive in some major repairs needed in the town’s infrastructure. Overall increase is $80,627.

There was general discussion with the public to determine options for repairs of the town buildings.

Cemetery Trustees presented a flat budget to the Board so there is no increase in this category for 2018.

There is a slight increase of $741 dollars to cover the cost of the town’s addition of a new vehicle.
The Police Department is requesting a new full-time police officer for 2018 addressed under a warrant article separately. The budget presented represents a decrease in the part-time line item with small line item increases for contractual, telephone, and department equipment.
There is a $5,074 dollar increase within the Fire Department budget. The Board recently asked the Chief to review the volunteer fire fighters line item to make sure he had enough money to pay for their volunteerism. The Chief increased this line by $1,500 dollars, along with contractual increase for mutual aid.

There was a public comment asking if we could look elsewhere for this service as we did with the Police department.

Jon Wiggin replied, that because we are part of a compact of different towns, this is the best option for the town for the services that we receive.

**BUILDING INSPECTION**

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>2017</th>
<th>2018</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>01-4240.01-120</td>
<td>Secretary-Building Inspection</td>
<td>43,650</td>
<td>34,714</td>
<td>42,464</td>
</tr>
<tr>
<td>01-4240.01-121</td>
<td>Building Secretary OT</td>
<td>2,000</td>
<td>1,230</td>
<td>2,000</td>
</tr>
<tr>
<td>01-4240.01-140</td>
<td>Admin. Bldg. Inspector</td>
<td>11,000</td>
<td>16,839</td>
<td>16,000</td>
</tr>
<tr>
<td>01-4240.02-620</td>
<td>Supplies/BI</td>
<td>4,000</td>
<td>2,047</td>
<td>3,000</td>
</tr>
<tr>
<td>01-4240.03-621</td>
<td>Training/BI</td>
<td>300</td>
<td>205</td>
<td>300</td>
</tr>
<tr>
<td>01-4240.04-560</td>
<td>ICC Dues</td>
<td>300</td>
<td>210</td>
<td>300</td>
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</tbody>
</table>

**EMERGENCY MANAGEMENT**

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>2017</th>
<th>2018</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>01-4290.01-000</td>
<td>Emergency Management</td>
<td>1,000</td>
<td>740</td>
<td>1,000</td>
</tr>
</tbody>
</table>

In the category of the Building department, there is an increase of $2,814 which represents the 2% pay increase along with a budget increase for additional hours of the building inspector.

There is no change in 2018 for the Emergency Management line.
There is no increase in the Highway Budget for 2018.

Brian Pike asked how the Stark Bridge would affect road projects in 2018 if highway funds were used to complete the bridge project.

Michael Kaminski stated that there would still be projects completed but the Road Agent would have to prioritize what he does with what is remaining with his paving construction line.
The Solid Waste budget for 2018 has an overall increase of $21,510 which represents a 2% pay increase for employees along with substantial increase for waste removal and hazardous waste, which represents $10,525 of the department increase.

**WELFARE**

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>2018</th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>01-4415.03-000</td>
<td>Salvation Army Dunbarton</td>
<td>2,000</td>
<td>2,000</td>
<td>2,000</td>
</tr>
<tr>
<td>01-4415.04-000</td>
<td>Community Action Program</td>
<td>2,100</td>
<td>2,100</td>
<td>2,100</td>
</tr>
<tr>
<td>01-4442.02-120</td>
<td>Admin.-Overseer of Welfare</td>
<td>5,645</td>
<td>5,645</td>
<td>5,758</td>
</tr>
<tr>
<td>01-4442.03-000</td>
<td>Direct Assistance-Vendor/Other</td>
<td>5,000</td>
<td>450</td>
<td>5,000</td>
</tr>
<tr>
<td><strong>Subtotal:</strong></td>
<td></td>
<td><strong>14,745</strong></td>
<td><strong>10,195</strong></td>
<td><strong>14,858</strong></td>
</tr>
</tbody>
</table>

In the Welfare department there is only a $113 increase for 2018 which represents the 2% pay rate increase. The Board has request a report from the Welfare Director of the families that have been assisted through the support of the welfare budget.

**PARKS & RECREATION**

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>2018</th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>01-4520.01-623</td>
<td>Rec-Christmas</td>
<td>300</td>
<td>51</td>
<td>300</td>
</tr>
<tr>
<td>01-4520.01-624</td>
<td>Rec-Easter</td>
<td>100</td>
<td>_____</td>
<td>100</td>
</tr>
<tr>
<td>01-4520.01-625</td>
<td>Rec-Excursions</td>
<td>2,300</td>
<td>_____</td>
<td>1,800</td>
</tr>
<tr>
<td>01-4520.02-000</td>
<td>OLD HOME DAY</td>
<td>4,500</td>
<td>4,239</td>
<td>5,000</td>
</tr>
<tr>
<td>01-4520.03-000</td>
<td>Memorial Day</td>
<td>300</td>
<td>300</td>
<td>300</td>
</tr>
<tr>
<td><strong>Subtotal:</strong></td>
<td></td>
<td><strong>7,500</strong></td>
<td><strong>4,590</strong></td>
<td><strong>7,500</strong></td>
</tr>
</tbody>
</table>

The Recreation Budget is flat for 2018. There was some shifting a money within the accounts to increase the Old Home Day budget without increasing the bottom line of the department budget.
The Library Director along with the Trustees presented a budget to the Board for 2018 which was less than 2017 by $7,050, which the Board graciously accepted.

Michael Kaminski, explained the summary of article # 2, the Operating Budget for 2018, is an increase of $126,958 over 2017 which means it went from $3.74 to $3.86 for tax rate in 2018. Michael stated that this increase has been offset by using a combined revenue and surplus dollar in the amount of $165,000, essentially eliminating the increase and keeping the Operating Budget tax rate impact the same as 2017 at $3.74.

Michael Kaminski asked if there were any questions on warrant article # 2, operating budget.

Brian Pike asked if the excess revenue noted on the last page includes the unanticipated highway grant revenue.
Line Comeau, replied that it did not and that this revenue is tracked separately in a separate account.

Brian Pike asked the Board what the existing fund balance is before these revenues.

Michael Kaminski explained that the DRA calculated the surplus to includes warrant articles that have been earmarked for non-lapsing warrants. This amount is currently at 5.2% or $460,000 dollars. The auditor subtracts the non-lapsing warrants netting the true surplus at $268,684. The lapsing surplus of $47,000 will increase the true surplus to just over $300,000 thousand dollars. So, we continue to add to our reserve. This money is what the town would use in the event of an emergency.

Jon Wiggin asked if the highway garage fire alarm was included in the budget. Would recommend looking into adding this to protect the building and equipment of the highway garage.

Michael stated that there is some money in the maintenance account that is not earmarked so we will take that under advisement and look at all of our options.

3. **To see if the town will vote to raise and appropriate the sum of ($14,000) to be added to the Revaluation Capital Reserve Fund previously established for this purpose and as summarized in the Capital Improvement Plan.**
   
   Estimated 2018 tax rate impact: $ .05

   **Recommended by the Board of Selectmen (Vote 3-0)**

Michael Kaminski stated that we have been collecting this for year, which is used for a special purpose.

No public comment.

4. **To see if the town will vote to raise and appropriate the sum of ($40,000) to be added to the Fire Department Emergency Vehicle Capital Reserve Fund, previously established for this purpose and as summarized in the Capital Improvement Plan.**
   
   Estimated 2018 tax rate impact: $ .13

   **Recommended by the Board of Selectmen (Vote 3-0)**

Michael Kaminski stated again, that we have been collecting this for year, which is used for a special purpose of purchasing the expensive fire equipment.

Brian Pike asked why it was at $40,000 when it used to be at $60,000.

Jon Wiggin replied that this was reduced a few years previously and we have maintained the same amount going forward. We are playing catchup but it’s still putting money in the bank.

5. **To see if the town will vote to raise and appropriate the sum of ($34,600) to purchase a heart monitor and related equipment and to authorize the withdrawal of said funds from the Fire**
Department Equipment non-lapsing Special Revenue Fund created for this purpose and no amount to come from taxation. Estimated 2018 tax rate impact: $ .00

Recommended by the Board of Selectmen (Vote 3-0)

Michael Kaminski stated that there is no impact from taxes on this warrant and asked the Fire Chief to explain where the funds for this article comes from.

Jon Wiggin explained that the funds come from the insurance reimbursement fees collected for ambulance services.

6. To see if the town will vote to raise and appropriate the sum of ($100,000) for the purpose of adding the top coat of pavement on a section of Grapevine Road (phase III). Estimated 2018 tax rate impact: $ .33

Recommended by the Board of Selectmen (Vote 3-0)

Michael Kaminski explained this is a project that has been going on for few years, so the warrant is straight forward and will bring the project to an end.

7. To see if the town will vote to raise and appropriate the sum of ($25,000) to be added to the Highway Vehicle Capital Reserve Fund previously established for this purpose and as summarized in the Capital Improvement plan. Estimated 2018 tax rate impact: $ .08

Recommended by the Board of Selectmen (Vote 3-0)

Michael Kaminski stated that this reserve was established to purchase a future highway vehicle that could be very expensive.

8. To see if the town will vote to raise and appropriate the sum of ($24,548) to hire and equip a full-time police officer position. Said amount reflecting funds for this position starting August 5th, 2018, this sum to be raised from taxes. Estimated 2018 tax rate impact: $ .08

Recommended by the Board of Selectmen (Vote 3-0)

Michael Kaminski stated that this is essentially taking a part-time person and converting them to a full-time position. This is not an expansion of the police force but utilizing the existing staff of the department which is good succession planning. We have an aging part time staff and an opportunity has presented itself.

Chief Sklut explained the current staff situation. Dan Sklut explained what we would like to do is to hire another full-time position. This would reduce the impact to the taxes over two years. Where we would have to bear the full year of the change, we would reduce the part time line by $25,000 from the current budget.
Jon Wiggin asked if there was any kind of credit for being a part time officer.

Chris Remillard stated that the individual would still have to go through the academy.

Jeff Crosby asked what is the commitment from the individual not leaving after being certified.

Dan Sklut stated that typically we have a three-year commitment.

Michael Kaminski stated that it will a challenge of the departments to persuade the voters that this is a good plan for the town.

9. To see if the town will vote to raise and appropriate the sum of ($27,983) for the purpose of buying a new pickup truck for the transfer station and to fund this appropriation by withdrawing ($24,000) from the Transfer Station Capital Revenue Fund, with the remainder to come from unassigned fund balance surplus and no money to be raised by taxation. (NOTE: $3,425 of this money from the unassigned fund balance to be uses for this purpose was generated from the sale of dumpster. Estimated 2018 tax rate impact: $.00

Recommended by the Board of Selectmen (Vote 3-0)

Michael Kaminski stated that we have been sinking too much money into the existing truck so it’s time for the town to replace it.

There was discussion on the use of the truck, the cost of the truck, the sale of the truck and purchasing a new left-over truck for possible cost savings.

10. To see if the town will vote to raise and appropriate the sum of ($29,250) for repairs on the Transfer Station Mack truck for rust mitigation, to replace the cable cover system. This sum to be raised from taxes. Estimated 2018 tax rate impact: $.10

Recommended by the Board of Selectmen (Vote 3-0)

Michael Kaminski stated the purpose of this article is to maintain the equipment that we currently have.

Woody gave an explanation of the purpose of the warrant, was actually three parts. Rust mitigation, the cover system and to hire a contractor to haul the trash while the truck is being repaired.

Brian Pike stated that if there is a third part to the warrant then that should be reflected in the description.

Action item:

Adding language to reflect the outsourcing for the trash should be included in the warrant. Line Comeau will consult with the town attorney for the proper wording of the new language without changing the total sum presented at the public hearing.
11. To see if the town will vote to raise and appropriate the sum of ($2,633) which represents a 2% raise, and associated payroll taxes for paid elected positions. This sum to be raised from taxes. Estimated 2018 tax rate impact: $ .01

Recommended by the Board of Selectmen (Vote 3-0)

Michael Kaminski stated that this article is for visibility. The Board stated that this should be brought before the legislative body.

Bob Martel stated that this increase is in line with the consumer price index to use that to dictate what direction we should go in.

12. To see if the town will vote to raise and appropriate the sum of ($33,886) for the milfoil control at Gorham Pond and to authorize the selectmen to accept a grant from the State of New Hampshire DES in the amount of ($10,166), known as the Variable Milfoil Control Grant and ($4,276) to come from unassigned fund balance surplus with the remaining ($19,444) to come from taxes. Estimated 2018 tax rate impact: $ .06

Recommended by the Board of Selectmen (Vote 3-0)

Michael Kaminski stated that this has been ongoing for the last few years, we have had a good year will milfoil but it is always an unknown. We are fortunate that there is no other pond in Dunbarton infected with milfoil, therefore this Board has decided that this should continue.

Bob Leonard from Gorham Pond area stated the next treatment will be using a new chemical which is supposed to be guaranteed for two years.

Michael Kaminski stated that when we have a good year like we had last year, the funds that are not spent can be deposited into a Capital Reserve Fund in the future (article #13).

There was substantial discussion of Milfoil treatment.

13. To see if the town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 to be named the Invasive Plant Species Capital Reserve Fund for the maintenance and control of invasive plant species, and to raise and appropriate the sum of ($1.00), to be placed in this fund with this amount to come from the unassigned fund balance surplus and furthermore to appoint the selectmen as agents to expend from said fund. Estimated 2018 tax rate impact: $.00

Recommended by the Board of Selectmen (Vote 3-0)

Michael Kaminski stated that this fund is to be the repository of funds not expended for future treatments.
Bob Leonard explained that the funds that are left over from a warrant is typically what is budgeted for diving which is not used.

Michael Kaminski stated that this concludes the warrants and articles of the budget. Michael stated that even if all warrants pass as presented, the municipal budget can potentially see a five-cent decrease.

Line Comeau stated for clarification, that if all the warrants pass, which is a total of $255,875, this impact alone would be an eighty-four-cent impact to the taxes plus the operating budget, which as presented is $3.74, all based on the current property assessment, so the municipal tax rate could see a five-cent decrease over 2017.

There was discussion on potential new assessment and litigation with the utility companies.

Jeff Crosby asked the question on the meeting dates and time. Recalled that there was a fiasco last year and was wondering where we stood on this subject.

Linda Landry stated that the Town Moderator has the authority to change the town meeting day but not the election day.

Woody stated that he wanted the Board to know that he was in the process of applying for a grant on the Mack truck.

**Motion:**

Michael Kaminski made the motion to close the public hearing at 9:05pm. Bob Martel seconded the motion.

**Vote:** (2-0)

Bob Martel made a motion to adjourn the meeting at 9:08 PM. Michael Kaminski seconded the motion.

**Discussion:** none

**Vote:** (2-0)

Respectfully submitted,

__________________________________
Line Comeau, Recording Secretary
Mike Kaminski, Chairman

Robert “Bob” Martel Vice-Chairman

David Nault, Selectman