DUNBARTON BOARD OF SELECTMEN
MINUTES OF MEETING
Thursday, February 9th, 2017
TOWN OFFICES 7:11 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:

Dan Sklut, Chief of Police
Woody Bowne, Transfer Station Manager
Linda Landry, Town clerk
Don Larsen, Cemetery Trustee
John Trottier, Zoning Board of Adjustments, Chairman

Members of the Public:

Leo Martel
Ron Slocum

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 7:11 PM with the full Board present.

Old Business:

Approval of past minutes:

MOTION:

Bob Martel made a motion to approve the minutes of the BOS public session held on February 2nd, 2017 at 6:30 PM. Mike Kaminski seconded the motion.
DISCUSSION: None

VOTE: (3-0)

MOTION:

Mike Kaminski made a motion to approve the minutes of the BOS non-public session held on February 2nd, 2017 at 9:19 PM. Bob Martel seconded the motion.

DISCUSSION: None

VOTE: (3-0)

MOTION:

Mike Kaminski made a motion to approve the minutes of the BOS non-public session held on February 2nd, 2017 at 6:30 PM. Brian Pike seconded the motion.

DISCUSSION: None

VOTE: (3-0)

PUBLIC COMMENTS:

Leo Martel voiced his displeasure that tonight’s meeting was not cancelled due to snow. He said since we had a snow date published the BOS should have had used the snow date in order not risk the public’s safety. Brian Pike duly noted Leo Martel’s comment.

Brian Pike closed Public Comments at 7:16 PM

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. 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% was given as a salary increase per the current BOS policy for the upcoming year. Brian Pike said their “Rainy Day Fund” (Surplus) is approximately $208,000.00 and the Auditors recommend a figure of $400,000.00 to $500,000.00. Brian Pike expressed that the Town has no debt, which allows the Town to keep a smaller amount in the fund, however, it is too low at this time. This year’s Operating Budget is .75% increase over the entire 2016 Budget.

Brian Pike proceeded to go down the Line items of the 2017 Budget.
Ron Slocum asked if the increase in the Executive Section was for new staffing or more hours for existing staff. Brian Pike responded that they are bringing in additional part time staff person. Linda Landry asked how much did the Town Office Staff increase. Line Comeau said the increase was $15,623.00.

Ron Slocum asked why the Town Clerk’s Budget jumped $9,721.00 over last year’s budget. Brian Pike explained the Deputy Clerk’s position was in a Warrant Article and not in last year’s operating budget.

The Financial Administrative increase is for 2 new computers 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. Ron Slocum said he thought the stipends for insurance is rather high for town employees. He agrees on a stipend, just not that high. Brian Pike said the BOS would be going over the Personnel Policies 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. Bob Martel explained that on redoing the antiquated outdoor lighting for our buildings we could get a return on our investment in as early as 3 years. Michael Kaminski said the hidden cost in the Library roof support was taken out of this year’s maintenance budget. Ron Slocum asked what are some of the Projects. Painting the buildings was brought up for this year. Leo Martel said he thinks we are not getting very good paint jobs. Leo Martel said the Town should have someone checking the painter’s work. The BOS agreed. Mike Kaminski gave a list of some of the projects to be done for 2017. John Trottier said “remember, the lowest bid is not always the best bid. Brian Pike agreed and said on our bidding instructions the BOS has flexibility to award the bid if they feel the lowest bidder cannot live up to the contract. Ron Slocum asked about the bids for heating oil? He said he does not remember seeing a bid for oil. The Board of Selectmen said they have in the contract that they may renew the contract for up to a certain amount of years. That in this case of the heating oil contract and this is the year to send out bids.

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, having the Secretary’s job description to now read part time Detective/patrol officer with an increase in pay, and having a full staff of part time officers. 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.

Ron Slocum inquired about the amount of communication devices the Firefighters have. He thought the pagers seem outdated. Brian Pike said that the pagers are able to receive in the dead spots.

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.

The Solid Waste Disposal Budget for 2017 had an increase of $8440.00 over the 2016 Budget.

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.

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 told the public that if the draft bill that utility companies wants goes through and is 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. He urged residents to talk to their state Representatives on this matter.

Town Warrant Articles for 2017

Brian Pike went over each Warrant Article for 2017. On Warrant Article 12 Ron Slocum asked how much was in the fund. Line Comeau said $100,000.00 was currently in the fund.

On Warrant Article 13 Brian explained its relationship between Article 14.

Brian Pike explained Warrant Article 19 on Milfoil in Gorham Pond. Ron Slocum said this looks like this Milfoil problem will bleed money from the Town every year. Brian Pike said this year’s drought had an unintended consequence of letting the Milfoil flourish.

On Warrant Article 20 Ron Slocum and Leo Martel voiced their non-approval for this Warrant.

On Article 21, Brian Pike said that this Milfoil revolving fund is illegal and if passed, cannot be enforced.
Hearing no more input or questions Brian Pike closed the public hearing for the 2017 budget and warrants.

NEW BUSINESS:

MOTION:

Bob Martel made a motion to appoint Peter Weeks to the Town Hall Restoration Committee with term ending in March 2017. Brian Pike seconded the motion.

DISCUSSION: None

VOTE: (3-0)

BOS signed Peter Weeks appointment letter.

MOTION:

Bob Martel made a motion to appoint Stanley Sowle to the Conservation Commission with term ending in March 2018. Mike Kaminski seconded the motion.

DISCUSSION: None

VOTE: (3-0)

BOS signed Stanley Sowle’s appointment letter.

Linda Landry, the Town Clerk, asked the Selectmen if the Technology Committee is still going to be a viable committee since no one is currently serving. Brian Pike said they would like to keep the Committee but will take up the matter after the Town Meeting.

Review of Employment ads for vacancies

The BOS reviewed the Ads for Transfer Station Assistant, Transfer Station Assistant Manager and the Town building Inspector. Woody Bowne informed the BOS that Griffin gave his notice and February 23rd would be his last day. This leaves 2 vacancies for the Transfer Station Assistants. It was mentioned that the Assistant Transfer Station Manager would be a temporary position. Bob Martel explained that it is necessary to have the maximum hours worked per week to 35 for the Assistant Transfer Station Manager.

MAILBOX:
Brian Pike said donations to the Cemetery Trustees, for Veteran’s wreaths need to be channeled through the Town, a separate checking account is not acceptable. The BOS asked Line to look into the best way for the Town to accept these donations, similarly as we do for the Energy Committee.

Received notice from the NH State Department of Transportation of inspections for the Town bridges.

Line Comeau gave the BOS the updated Part time/appointed Wage Report reflecting the .7% CPI increase.

Other Town Business:

Brian Pike said the adopted Town Ordinances are not legal because the voters did not approve. Brian Pike said the ordinances should be reviewed, revised and ready for the 2018 Town Meeting. BOS would like Chief Sklut to look at the ordinances and give his input.

Bob Martel said he wanted to discuss the policy on how the town figures pay raises, Health Insurance issues and the employee benefits.

Bob Martel said he would like to revisit the longevity pay for the Town Clerk.

MOTION:

Bob Martel made a motion to award the Town Clerk for longevity pay for this year. Mike Kaminski seconded the motion.

DISCUSSION:

Mike Kaminski said he looked at the previous Selectmen wording in the Personal Plan Book and exactly what benefits the town Clerk is to receive and longevity pay was not considered a benefit. Bob Martel argued that is a grey area. Mike Kaminski said that if the Town awards the Town Clerk longevity pay, that pay is considered compensation hence a raise in the Town clerk’s salary. The Town Clerk’s Salary has to be approved by the voters. Mike Kaminski said any raise in compensation would have to be voted on at the Town Meeting. Bob Martel still disagreed and said the Selectmen back in the 2007 Town Meeting were not clear as to what benefits the Town Clerk receives.

MOTION:

Mike Kaminski made a motion to table the above motion. Brian Pike seconded the motion.

DISCUSSION: None

VOTE: (3-0)

MOTION:
Brian Pike made a motion to change the Personal Plan, page 7, last paragraph the second word from “benefit” to “compensation”. Mike Kaminski seconded the motion.

**DISCUSSION:** None

**VOTE:** (3-0)

Bob Martel said there is still a lot of differences between the two attorney’s opinion on the above issue.

**PUBLIC COMMENTS:**

Koren Maccubbin asked for clarification on the Cemetery Trustees Veterans’ wreath. Brian Pike said the wreaths were going to be purchased and not made by the students.

**Motion:**

Mike Kaminski made a motion to adjourn the meeting at 10:00 PM. Brian Pike 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