DUNBARTON BOARD OF SELECTMEN
MINUTES OF MEETING
Thursday, March 23rd, 2017
TOWN OFFICES 7:00 PM

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

Members of Boards/Committees & Town Officials:

Don Larsen, Cemetery Trustee
Woody Bowne, Transfer Station Manager
H. Gary Maccubbin, Deputy Town Clerk

Members of the Public:

Leo Martel

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

Mike Kaminski, Chairman, called the regular Board of Selectmen (BOS) meeting to order at 7:00 PM with the full Board present.

Old Business:

Motion:

Bob Martel made a motion to table the approval of the minutes of the BOS public session held on March 16th, 2017 at 7:07 PM till next week. David Nault seconded the motion.
**Discussion:** None

**Vote:** (3-0)

**Public Comment:**

Don Larsen asked if the Town Hall Restoration Committee was covered for insurance when they have fund-raising events. Line Comeau said they were covered under the Town’s umbrella coverage.

David Nault asked if the person wishes to speak to please state your name for the record prior to speaking. This will help out for the videos and recordings. BOS by consensus agreed to have one announce who they are prior to speaking.

**New Business:**

Don Larsen told the BOS those donations for the Wreaths across America/Dunbarton are off to a good start. Currently, donations are at approximately 29% ($504.50). Don said Capital Well, a corporate sponsor, will pick and deliver the wreaths to the Community Center in December. He also said that he is trying to get Grappone Auto as a Corporate Sponsor. Mike Kaminski told Don Larsen that RSA 31:95-b II (b) requires that the donations be under $10,000.00. Don Larsen said he would probably submit donations once a month and will not exceed the $10,000.00 threshold.

**Motion:**

Dave Nault made a motion to accept fundraising donations of $504.50 per RSA 31:95-b II (b). Bob Martel seconded the motion.

**Discussion:** None

**Vote:** (3-0)

The BOS reviewed and signed GIS Taxmap Maintenance proposal and the MS 232 (DRA report of actually vote). Line Comeau handed out to the Selectmen a list of Town Forms that are required and the date that they are due.

A consensus was reached on Selectman’s representative for boards and committees. The following are the board/committees’ representatives:

- **Town Hall Restoration Committee:** Bob Martel
- **Chairman of the Board of Selectmen:** Mike Kaminski
- **Energy Committee:** Bob Martel
- **Highway Safety Committee:** David Nault
- **Capital Improvement Plan:** Mike Kaminski
- **KTFCA:** David Nault
Planning Board  Tabled for further discussion
Technology Committee  Tabled for further discussion
Joint Loss Committee  Bob Martel
Historical Awareness  Bob Martel

**Motion:**

Bob Martel made a motion to accept the revised Selectman’s Representative Positions. Mike Kaminski seconded the motion.

**Discussion:** None

**Vote:** (3-0)

Selectmen discussed the dates for the summer 2017 BOS meetings. Line Comeau had two lists and the Selectmen favored Scheduled A, which the BOS meetings starts on June 1st and every other week thereafter till August 24th. All will resume weekly meetings beginning September 7th, 2017.

Mike Kaminski gave some history on trying to get the Town of Dunbarton high speed Internet. The BOS is trying to firm up the April 13th date for Comcast to talk to the Selectmen. Dave Nault asked Line Comeau if the Town has a list of the pole owners in Dunbarton. Line said she did not have a detailed list. Mike Kaminski said he would invite David Montgomery to the Cable/fiber optic update meeting.

Mike Kaminski brought up the complaint regarding social media and said the Chief of Police told him everything in that posting was factual but he did remove the post.

**Motion:**

Bob Martel made a motion to table the joint loss update until it can be reviewed. David Nault seconded the motion.

**Discussion:** None

**Vote:** (3-0)

**General Business:**

Mike Kaminski asked Line Comeau if the copier issues for the Town Clerk are close to being resolved. She said Linda Landry and her are working to seeing the printer in operation as well as seeing our IT people and also checking out the copier to link into our systems.
Line Comeau provided the BOS with a handout from NHMA on the Right to Know Law. Line reminded Selectmen that e-mails fall under the Right to Know Law and she encourages everyone to use the e-mail accounts given to them for official Town business. Mike Kaminski added other than procedural and agenda items, all official Town business should be conducted at BOS meetings and in front of the camera.

Mike Kaminski informed David Nault that when he became a Selectman, he resigned from the Zoning Board. Mike Kaminski also said to David Nault that it is not a requirement to resign from the Zoning Board but his advice from John Trottier was to resign to avoid potential and perceived conflicts. David Nault said he had already talked to John and will meet with him. Mike Kaminski also informed David Nault he may want to examine his subcontract work for the Town only because as a snowplowing subcontractor, the Town road agent approves his hours and as a Selectman he approves the budget for the Road Agent. Mike said he is not looking for an answer now, but asked Dave to keep them informed.

Transfer Station Employees Reimbursable Expenses (Safety Shoes)

Mike Kaminski reviewed with the other Selectmen, Line Comeau and Woody Bowne the draft of the reimbursable expenses pertaining to safety footwear. Small changes were made and Mike Kaminski stated he will have a new draft for the next meeting.

The BOS asked Woody Bowne questions on uniforms, gloves and hardhats and to email Line Comeau with cost figures and general information on the subject.

**Motion:**

David Nault made a motion to table the Reimbursable Expenses Policy (Safety Footwear) until it next week.

Mike Kaminski seconded the motion.

**Discussion:** None

**Vote:** (3-0)

**Board of Selectmen’s Mailbox:**

Comcast update email about meeting with the BOS

Thank you note from Community Action Program for recommending them for a donation to Conway Products.

Right to Know handout from NHMA

Handout on Multiple Board Memberships Serving on More Than One Board at the Same Time
Received the 2017 Supplement to the 2016 edition of NHMA’s Town and School Meeting Handbook. Mike suggested we pass this on to The Town and School Moderator.

**Discussion:**

Dave Nault asked the other Selectmen why they had a vote for BOS Chairman and Vice-Chair last meeting and not waited to the new BOS were in place. Mike Kaminski and Bob Martel said that they did not remember how previous years were handled but David Nault’s point is so noted and they would be vigilant in the future.

Line Comeau handed out the Job description for the Transfer station Attendant. Bob Martel had made a few word changes and the BOS were in favor of voting on the amended job description.

**Motion:**

Bob Martel made a motion to accept the revised job description for Transfer Station Attendant. David Nault seconded the motion.

**Discussion:** None

**Vote:** (3-0)

**Old Business:**

David Nault asked about the proposed Town Common Gonyer Memorial Bench. Line Comeau from her best recollection said the placement of the bench was not approved originally because a couple of BOS wanted to form a policy for these types of placements. When the Policy was completed, she believed it was sent to the relatives to comply with the Policy but did not hear back from family. David Nault asked for copies of the paper trail in case the family revisits the issue.

Mike Kaminski said the BOS needs to look at what Town Ordinances are needed so the Town can start formulating Warrant Articles for the next Town Meeting.

Line Comeau said there is a need to have a Committee consisting of the Town Clerk, Tax collector and a Selectmen to decide who handles what records for safekeeping and storage. Presently we are following the NH State guidelines for handling Municipal records.

**PUBLIC COMMENT:**

Leo Martel requested a summer schedule for the BOS meetings. Line Comeau provided him with the dates of the meetings.
Gary Maccubbin voiced his concerns about intersection at Rt. 13 and Rt. 77, and the need to find a solution to avoid more similar accidents that took the life of Mike Whittier. Mike Kaminski said we should ask the Dunbarton Police Chief for help on what the Selectmen should write and his opinion and to whom we should send these letters.

**Motion:**

Mike Kaminski made a motion to go into a Non-Public session per RSA 91-A: 3, II (c) at 8:40 PM. Bob Martel seconded the motion.

**Discussion:** None

**Vote: Roll Call:**

- Mike Kaminski: Yes
- Robert “Bob” Martel: Yes
- David Nault: Yes

**Motion:**

Mike Kaminski made a motion to come out of a Non-Public session per RSA 91-A: 3, II (c) at 9:35 PM. Bob Martel seconded the motion.

**Discussion:** None

**Vote: Roll Call:**

- Mike Kaminski: Yes
- Robert “Bob” Martel: Yes
- David Nault: Yes

**Motion:**

Mike Kaminski made a motion to approve a $300.00 sign-on bonus after 6 months on the job as a recruitment tool for part-time employees at the Transfer Station. David Nault seconded the motion.

**Discussion:** None

**Vote:** (3-0)

**Motion:**
Mike Kaminski made a motion to go into a Non-Public session per RSA 91-A: 3, II (b) at 9:40 PM. David Nault seconded the motion.

**Discussion:** None

**Vote: Roll Call:**

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Mike Kaminski</td>
<td>Yes</td>
</tr>
<tr>
<td>Robert “Bob” Martel</td>
<td>Yes</td>
</tr>
<tr>
<td>David Nault,</td>
<td>Yes</td>
</tr>
</tbody>
</table>

**Motion:**

Bob Martel made a motion to come out of a Non-Public session per RSA 91-A: 3, II (b) at 9:42 PM. David Nault seconded the motion.

**Discussion:** None

**Vote: Roll Call:**

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Mike Kaminski</td>
<td>Yes</td>
</tr>
<tr>
<td>Robert “Bob” Martel</td>
<td>Yes</td>
</tr>
<tr>
<td>David Nault,</td>
<td>Yes</td>
</tr>
</tbody>
</table>

**Motion:**

Bob Martel made a motion to hire Michael Cummings as the building Inspector contingent on him passing his physical. David Nault seconded the motion.

**Discussion:** None

**Vote:** (3-0)

**Motion:**

Mike Kaminski made a motion to adjourn the meeting at 9:46 PM. Bob Martel seconded the motion.

**Discussion:** None

**Vote:** (3-0)
Respectfully submitted,

__________________________________
Koren J. Maccubbin, Recording Secretary

__________________________________
Mike Kaminski, Chairman

__________________________________
Robert “Bob” Martel Vice-Chairman

__________________________________
David Nault, Selectman