DRAFT, SUBJECT TO REVIEW, CORRECTION AND APPROVAL

DUNBARTON BOARD OF SELECTMEN
MINUTES OF MEETING
Thursday, March 9th, 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 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:

- Linda Landry, Dunbarton Town Clerk
- Patrick “Woody” Bowne, Transfer Station Supervisor
- Rene Ouellet, Town Moderator
- Dan Sklut, Police Chief

Members of the Public:

- Les Hammond
- Leo Martel
- Tom Groleau

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 7:00 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 workshop held on March 2nd, 2017 at 7:03 PM. Mike Kaminski seconded the motion.
DISCUSSION: None

VOTE: (3-0)

The BOS signed the approved minutes for March 2nd, 2017.

PUBLIC COMMENTS:

Leo Martel thanked the Town Administrator and the BOS for posting the Town Agenda early in the day and he also thanked the BOS for doing a good job throughout the year. Brian Pike said the BOS always try to remain professional in dealing with all residents.

Donna Dunn said there were errors in the Historical Awareness information that is in the 2016 Town report. Donna Dunn said part of the mission statement was left out. Donna Dunn, the BOS and the Town Administrator went over ways to prevent this from happening. Line Comeau said that having the printer do the proofing would add an extra cost to the Town. Donna Dunn asked if any kind of efficiency study has ever been made to look at the Town Office’s operations. Brian Pike and Line Comeau said that approximately 4 years ago a study was made and found that the Town Office is short staffed. Mike Kaminski said the responsibility should be on the head of that department to proof read the final copy before going to print.

Bob Martel brought up that the report should be divided up in two general sections. The first contains all official Town Committees, commissions and departments. The second section should be those organizations that are in our Town but not directly affiliated with the Town of Dunbarton.

Donna Dunn mentioned that the Town could charge for ads to help defray the cost of the printing of the Town Report.

Woody Bowne told the BOS that a resident hit the side of building with his vehicle. No personal injuries were involved and the Police took statements from the concerned parties. Chief Sklut said they were working on the accident report.

Woody said during the heavy winds this past week that some shingles have blown off the Transfer Station roof. Line Comeau said the same has happened to the Town Office roof.

Chief Sklut commented to the BOS that he thought ads do not belong in a Town Report since it is an official historical document.

Brian Pike closed Public Comments.

Town Business:

Rene Ouellet gave the Selectmen an overview on the setup for the Town Meeting. He asked if Brad from the transfer station could work setting up the tables and voting booths. Rene said Monday, March 13th at 4:30 would be the best time to start setting up at the Community Center. Brian Pike said he
should be able to help with the set up. Rene explained to the BOS that any person running for a non-election office couldn’t participate in handling/counting ballots. Rene Ouellet said his goal is more ballot clerks trained and ready for future elections. Linda Landry mentioned that most of the ballot counters do not hand in a manifest for payment, which is a savings to the Town.

Brian Pike told Rene Ouellet that Bob Leonard’s petition warrant article is illegal and he will try to amend it on the floor of the Town Meeting. Line Comeau said she thought one of key things in the warrant article that made it illegal was the reference to the wrong RSA. Line asked Rene if he received the e-mail with the names of the people who will speak the specifics of each Warrant Article.

**Boston Post Cane**

Brian Pike said the Historical Society that searched for the oldest resident in Dunbarton has submitted the name of Catherine Mary Beliveau, born on May 3rd, 1921.

**Motion:**

Brian Pike made a motion to award the Boston Post Cane to Catherine Mary Beliveau. Bob Martel seconded the motion.

**Discussion:** None

**VOTE:** (3-0)

Brian Pike thanked the Historical Society for their work. He said we should contact her relatives and invite them for the presentation of the Boston Post Cane.

**Wreaths Across Dunbarton**

Line Comeau informed the Board that Michelle Clark from DRA said the Town could accept donations and earmark how they want the funds to be used. In this case the request is for “Wreaths Across Dunbarton” for veterans. Line Comeau stated that she was referred to Terry Knowles who oversees Cemetery Trust Funds, regarding the expenses to pay for the cemetery monuments.

**General Town Business**

Line Comeau handed out the amended draft job description for the position of Transfer Station Attendant. Mike Kaminski asked Wood Bowne using High School students to work at the Transfer station. Woody said he called Department of Labor and spoke to a woman named Michelle. She said the students would have to be 50 feet away from any machinery. Woody said this would make hiring students impractical.

Line Comeau reminded the BOS that a meeting was scheduled for next Monday at 1:00 PM, with Score Construction and Joel Fisher.
Chief Sklut recapped some of the wind damage around town. He said compared to some other towns, it appears Dunbarton got off easy.

Chief Sklut brought up the Town report. Chief Sklut said all Department/Committee heads should be directed to submit their reports for the Town Meeting much earlier.

Brian Pike commented that the BOS should conduct a brainstorming session and come with a list of “to do’s for 2017.

Bob Martel mentioned that after the Town Meeting the BOS should look at having BOS meetings on every Thursday in May.

**PUBLIC COMMENTS:**

Leo Martel asked if the BOS sent a letter to Representative Kirk, the man who is taking Dunbarton’s lost tax revenues from ceded land designated for flood control.

Line Comeau stated that she has still not gotten a response back from Senator McGillivray’s office for a follow-up invitation.

Brian Pike closed Public Comment.

Brian Pike called a recess at 8:13 PM

The BOS came out of recess at 8:18 PM

**MOTION:**

Brian Pike made a motion to go into a Non-Public session per RSA 91-A: 3, II (b) at 8:19 PM. Bob Martel seconded the motion.

**DISCUSSION:** None

**VOTE: Roll Call:**

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<tr>
<th>Name</th>
<th>Vote</th>
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<tbody>
<tr>
<td>Brian Pike</td>
<td>Yes</td>
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<tr>
<td>Robert “Bob” Martel</td>
<td>Yes</td>
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<tr>
<td>Mike Kaminski</td>
<td>Yes</td>
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**MOTION:**

Brian Pike made a motion to end the non-public session at 8:47 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 hire Etheridge Boyd for the position of Transfer Station Attendant at step 1 salary grade pending passing his physical. Mike Kaminski seconded the motion.

Discussion: None

VOTE: (3-0)

Motion:

Bob Martel made a motion to adjourn the meeting at 8:48 PM. Mike Kaminski seconded the motion.

Discussion: None

VOTE: (3-0)

Respectfully submitted,

__________________________________
Koren J. Maccubbin, Recording Secretary

____________________________________
Brian Pike, Chairman

____________________________________
Robert “Bob” Martel Vice-Chairman

____________________________________
Mike Kaminski, Selectman