DUNBARTON BOARD OF SELECTMEN
MINUTES OF MEETING
Thursday, April 13th, 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 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:

- Colleen Madden, Library Trustee
- Mary Girard, Library Director
- Don Larsen, Cemetery Trustee

Members of the Public:

- Leo Martel
- Rich Twaroga, All Star Fire, Security and Video

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 7:06 PM with the full Board present.

Old Business:

Motion:

Bob Martel made a motion to accept the minutes of the BOS Public Session held on April 6th, 2017 at 7:06 PM. David Nault seconded the motion.

Discussion: None
Vote: (3-0)

Motion:

Dave Nault made a motion to accept the minutes of the BOS Non-Public Session per RSA 91-A: 3, II (c) held on April 6th, 2017 at 8:04 PM. Mike Kaminski seconded the motion.

Discussion:

Bob Martel said he did not agree with Dave Nault's definition of the RSA 91-A:3 II (c), in that no member of the public could attend a non-public session. Bob stated that technically Brian didn’t fall under the conditions and quoted the paragraph. Bob Martel also stated that he would abstain in approving the minutes of the above Non-Public Session. Mike Kaminski asked if the Town Administrator could get clarification from the NHMA on the interpretation of RSA91-A.

Vote: (2-0) Bob Martel abstained

Motion:

Bob Martel made a motion to accept the minutes of the BOS Non-Public Session per RSA 91-A: 3, II (b) held on April 6th, 2017 at 8:56 PM. Mike Kaminski seconded the motion.

Discussion:  None

Vote: (3-0)

Public Comment:

Leo Martel thanked the Town Administrator for getting the Agenda posted on the web site.

Don Larsen mentioned that Monday, April 24th is General John Stark Day and there will be a ceremony on the Town Common by the Statue with Revolutionary War Reenactors. The Ceremony starts at 12:15 PM.

Don Larsen said “Arts on the Common” (AOC) is looking for volunteers for the cook tent, shuttle drivers and set-up and tear down personnel. The set-up date is Friday, May 12th and the fair will run from Saturday, May 13th to Sunday May 14th.

Line Comeau asked Don Larsen to e-mail her the information about the AOC so she may put it the Town Website. Don Larsen said there would be a commercial on WMUR TV announcing the AOC. Don Larsen said there is a sunrise Easter Sunday Service by the Cemetery gate this Sunday and everyone is invited to attend.

New Business:

Don Larsen updated the BOS on Wreaths across Dunbarton for Veterans and said all is going well. The Project know has 3 Corporate Sponsors, Grappone Auto, Capitol Well, and Dunbarton Family
Dental. These Sponsors have committed 5 years to this project. Don Larsen said he has $695.00 in donations to give the Town of Dunbarton. Don said his relatives in Oregon sent him $420.00 for his birthday earmarked for Wreaths Across Dunbarton for Veterans.

**Motion:**

Bob Martel made a motion to accept $695.00 from donations for Wreaths Across Dunbarton for Veterans per RSA 31:95-b II (b). Dave Nault seconded the motion.

**Discussion:** None

**Vote:** (3-0)

**Library Trustees Memorandum of Understating (MOU)**

Colleen Madden introduced herself the BOS and gave an update on the Library Programs. Colleen Madden said with their Capital Improvement Funds, the Library’s computers are being replaced and updated. Colleen Madden said a Library is no longer a place just to read and checkout books but a technological resource center through computers and Wi-Fi access.

Mike Kaminski gave an update on the pending work by Score Construction on the Library. Colleen Madden mentioned that a MOU between the Library Trustees and the BOS was suggested at a previous BOS meeting and she had a draft for the Selectmen and her Trustees to review and comment. Mike Kaminski said the BOS would review and have another meeting to discuss the MOU.

Mary Girard asked for clarifications on the library’s payment scheduled. Line Comeau explained to Mary Girard that they try to pay the Library one month in advance. Line Comeau said she would send Mary Girard a history of the payments.

**Public Comment:**

Leo Martel told Colleen Madden and Mary Girard that he would like to place a cabinet in the Library’s Vestibule for Historical Awareness information. Mike Kaminski suggested that the Library Trustees and the Historical Awareness Committee get together and go over the storage and responsibilities for the cabinet.

**New Business:**

**All Star Fire, Security, and Video**

Line Comeau gave the BOS a brief history of the Security systems that are currently in place for the Town Offices. Line Comeau said the security system in not used due to several problems.

Rich Twarog, the manager of All Star Security presented a proposal to put in new equipment for smoke detecting and security. The proposal to do the Dunbarton Town Office was $1488.00 (Installed) upgrade. There would be a $14.00 dollar per month monitoring fee ($168.00 annually). This includes complete installation, programming and customer training. It does not include any local permits/fees.
The Town is to provide 110 VAC and telephone line. This proposal includes removing/disposing of existing and outdated equipment.

Additional cost for consideration are:

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<thead>
<tr>
<th>Item</th>
<th>Price</th>
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</thead>
<tbody>
<tr>
<td>1 door contact switch</td>
<td>$49.00</td>
</tr>
<tr>
<td>1 Smoke/heat Detector</td>
<td>$119.00</td>
</tr>
<tr>
<td>1 motion Detector</td>
<td>$129.00</td>
</tr>
<tr>
<td>1 Remote Panic Button</td>
<td>$49.00</td>
</tr>
</tbody>
</table>

The total installed price: $1488.00

<table>
<thead>
<tr>
<th>Item</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Smoke/heat</td>
<td>$119.00</td>
</tr>
<tr>
<td>5 Panic Buttons</td>
<td>$245.00</td>
</tr>
</tbody>
</table>

$1852.00

Rich Twarog presented a proposal to provide and install a fire alarm system at the Dunbarton Highway Department located at 10 Everett Road, Dunbarton, NH. The proposal includes the following:

01-Firelite Fire Alarm Control/Communicator (5-zone capacity)
01-Outdoor Strobe Light
10-Heat Detectors (Combo photoelectric beam/fixed heat).
03-Manual Pull Stations (Cat.30 lock/keys)
04-Hom/Strobes (Surface Mount)
01-Strobe (Surface Mount)

Total installed price $3330.00  Monitoring Fee $24.00 monthly (288.00 Annually)

The above price does not include the cable, conduit, back boxes and labor of an electrical contractor. Rich Twarog is meeting a local electrical contractor to determine that price and will pass it on to the Town as soon as he receives the electrical proposal.

The Town Administrator and the BOS discussed the options on the Town Office Security and smoke detecting. Line Comeau said she was going to ask the other Departments in the Town Offices of their opinion.

**Board of Selectmen’s Mailbox:**

Received an informational copy from the Judy Van Kalken, Tax Collector for the Town of Dunbarton, showing the Tax Collector’s requirement per RSA76: 13 of sending in writing of the date on which the final tax bill was sent. The final tax bill was mailed on 10/28/2016.

Eversource sent a letter to inform the Towns that they are requesting a meeting with the surrounding towns to coordinate tree trimming.
Received an informational copy of the wetlands permit application for the Boat ramp on Kimball Pond Road.

**General Town Business:**

The BOS discussed wage scales for the Transfer station employees. Dave Nault said he feels the maximum top tier for a temporary part-time Transfer Station Supervisor is set at $18.00 an hour with a Commercial Driver’s License (CDL) and $16.00 an hour without a CDL with no more than 34.5 hours per week.

**Motion:**

Mike Kaminski made a motion to accept the pay scale for the temporary part-time Transfer Station Supervisor at $18.00 per hour with a CDL and $16.00 an hour without a CDL as the maximum top tier pay scale. Dave Nault seconded the motion.

**Discussion:** None

**Vote:** (3-0)

Linda Landry sent a memo to the BOS with a letter attached from a lawyer on whether a certain person can run for a public office. Linda Landry said she did not feel qualified to answer and forwarded the Lawyer’s letter to the BOS. Mike Kaminski recommends sending the letter to the Town’s Lawyer for an opinion. Bob Martel said he would like to get an answer in writing on this issue from the NH Secretary of State before the Town asks their lawyer. The BOS were all in agreement with Bob Martel’s course of action in getting a written statement from the NH Secretary of State.

**Line Comeau updates**

Line Comeau is working on updating the Town revenues and would like to put off her report on revenues till next week.
Line Comeau said Dunbarton Fuel Services completed installing the water tanks under budget.
Line Comeau is going to contact the Ethics Board to have another workshop.
Line Comeau said she stopped by the Transfer Station and introduced herself to the new employee and reported the operations were running quite well.
The Road Agent asked Line to schedule a public hearing on the roadwork for 2017 on May 4th, 2017 at 7:15 PM. Line Comeau said she would also check with Stephanie Alexander on scheduling a public hearing on Hazardous Mitigation also on May 4th. Line to coordinate with both Jeff Crosby and Stephanie Alexander on starting times for the public hearings.

Dave Nault said that he received a letter from John Herlihy stating his interest in filling the vacant position for the Cemetery Trustee. Mike Kaminski said we should pass Mr. Herlihy’s letter on to the cemetery trustees. Mike Kaminski also said the BOS should get a new list of vacancies for vacant positions and put them on the Town’s web site.
Dave Nault asked Leo Martel if all the recording equipment was his. Dave Nault suggested that the BOS should consider getting the recording equipment since so many residents are beginning to follow the BOS meetings.

**PUBLIC COMMENT:**

Leo asked about the Utilities late payments to the Town. Line Comeau said the utilities are paying their recent bills and are researching the past due bill and expect to clear up their past due invoices.

**Motion:**

Dave Nault made a motion to adjourn the meeting at 9:18 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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Mike Kaminski, Chairman

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Robert “Bob” Martel Vice-Chairman

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David Nault, Selectman