DRAFT, SUBJECT TO REVIEW, CORRECTION AND APPROVAL

DUNBARTON BOARD OF SELECTMEN
MINUTES OF MEETING
Thursday, April 6th, 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:

Ken Swayze, Planning Board
Woody Bowne, Transfer Station Manager
Michael Cumings, Building Inspector
Dan Sklut, Chief of Police
Fred Mullen, Town Perambulator

Members of the Public:

Leo Martel
Brian Pike
Robert Grondin, Stinson Hills, LLC

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 (Sealed) of the BOS Non-public session held on March 23rd, 2017 at 8:41PM. David Nault seconded the motion.

Discussion: None
Vote: (3-0)

Motion:
Bob Martel made a motion to accept the minutes of the BOS Non-public Session held on March 23rd, 2017 at 9:40 PM. David Nault seconded the motion.

Discussion: None

Vote: (3-0)

Motion:
Bob Martel made a motion to accept the minutes of the BOS Public Session held on March 30th, 2017 at 7:03 PM. David Nault seconded the motion.

Discussion: None

Vote: (3-0)

Motion:
Bob Martel made a motion to accept the minutes of the BOS Non-public Session held on March 30th, 2017 at 8:17 PM. David Nault seconded the motion.

Discussion: None

Vote: (3-0)

Motion:
Mike Kaminski made a motion to accept the minutes of the BOS Public Session held on March 29th, 2017 at 2:00 PM. David Nault seconded the motion.

Discussion:
Bob Martel voiced his displeasure that he was not notified of the meeting held on March 29th with Mike Kaminski and David Nault. Also, Bob Martel said he was left out of the decision-making process and this should not happen to any of the Selectmen.

Dave Nault said the meeting was informational and no decisions were made during the meeting.

Mike Kaminski said that he agreed with Bob Martel that routine matters such as the March 29th meeting should be conducted during the regularly scheduled BOS meetings.
Bob Martel said if we are going to operate with transparency, then one Selectmen should go and bring back the information to the regular scheduled BOS meeting.

**Vote:** (2-0) Bob Martel abstained.

**Public Comment:**

Michael Cumings introduced himself as the New Town Building Inspector. The BOS welcomed Michael Cumings on board.

Fred Mullen and Leo Martel said they agreed with what Bob Martel said concerning the March 29th meeting between Mike Kaminski and Dave Nault. Mike Kaminski said since he is the Chairman of the BOS, and he approved the meeting, he would take the responsibility for the error.

Mike Kaminski said he felt that Dave Nault was present on the 29th as a taxpayer more so than a Selectman.

**New Business:**

**Overlook Drive update:**

Ken Swayze gave an update on the progress Overlook Drive. The Developer has put in an application for Overlook drive to become a Class V Road. Jeff Crosby said all inspections on the road have passed and he would approve the road upgrade.

**Open Public Discussion on Overlook Drive**

Robert Grondin, LaMontagne Builders, asked the Selectmen to accept the Class V upgrade for Overlook Drive in order that the completed houses can go on the market. Mr. Grondin hopes by August this year the Road should be finished.

The BOS received a report from Northpoint Engineering LLC and Dave Nault and the road agent took a road trip to Overlook Drive to do a visual inspection.

Dave Nault said that portion of the Overlook Drive looked complete except for the sides that needed landscaping.

Mr. Grondin said he did not intend to topcoat the road till the heavy machinery traffic was complete. Brian Pike agreed with the above statement as well as Jeff Crosby, the Road Agent.

Leo Martel asked Jeff Crosby if the Grapevine Road paving project would be completed while LaMontagne’s heavy equipment needs are still in progress. Jeff Crosby said the Grapevine Rd. top coating might be finished a little before Overlook Drive’s top coating. Jeff said that the route for the heavy equipment would come through the Bow Roads.

Mike Kaminski said there is a real possibility that some heavy equipment will come through Grapevine Rd. Ken Swayze reminded everyone that the top coating of Overlook Drive is in stages over a period of time which will require more heavy equipment using our town roads.

Mike Kaminski said this is a cost of doing business.
Motion:

David Nault made the following Motion:

Move to acknowledge the status of construction of “Overlook Drive,” as shown on subdivision plans approved September 21, 2016 by the Dunbarton Planning Board (Tax Map I4 Block 01, Lot 02); referred to as “Overlook Estates”; as filed at the Merrimack County Registry of Deeds September 26, 2016), and that a portion be considered as substantially complete for the purposes of public travel and associated uses, including but not limited to issuance of occupancy permits, public access to deeded Town Conservation parcels, et al.; and to refer this recommendation to the Dunbarton Board of Selectmen for acceptance as a Town Class V roadway as referenced on the Progress Plan; Overlook Estates; dated 3-27-2017.

A. See reports from Town Engineering Firm: Northpoint engineering, dated February 25, 2017 (Overlook estates Subdivision – 5th Review, Fire Cistern), and December 18, 2016 (End of Construction Season Summary…). Attached.

   See comment letters from Fire Chief, Jonathan Wiggin, dated March 28, 2017 and December 8, 2016, attached.

   [In accordance with a request from the applicant, this is a recommendation and referral from the Planning Board to the Board of Selectmen that the subject proposed Class V Roadway has reached a level of satisfactory construction and completion so as to allow review by the Board of Selectmen, and, as they may subsequently determine, to initiate the statutory process of Class V Roadway acceptance under their jurisdiction.]

Furthermore, to note and require that,

a. The full extent of construction on this portion of the roadway is not considered complete, and that final approval and completion shall be; a.) in accordance with all Planning Board approved documents and engineering plans (as may be amended and approved), and: b.) Compliance with all on-site engineering reviews and inspections.

b. The extent of acceptance, and public use/travel, shall be limited to a temporary turn-around termination at the end of said partial roadway proposed as shown on a plan submitted by the developer/sub-divider (titled “Progress Plan; Overlook Estates; dated 3/21/17).

c. Certificates of occupancy shall be limited to lots served by said partial roadway designation that have full, final required frontage as shown on the approved plan filed at the Merrimack County Registry of Deeds. [Qualified lots are: #3, 4, 5, 6, 7, 8, 9, 10, 11, 12; # 19, 20, 21, 22, 23, 24.]

   [See “Progress Plan” for interim limitations to C.O.’s]

d. A portion of the total remaining surety posted for construction of said roadway, and held (or regulated) by the Town of Dunbarton, be released to the sole authority and control of the
Board of Selectmen, but only in such portion and amount as determined by the Planning Board and Selectmen, for the purposes of administering and enforcing provisions of the policy of accepting new Town roads (for this portion/section), insofar as such provisions comply with the terms of the original subdivision approval.

(Note: Total remaining surety is $650,000.00 dollars. This is only a portion of the roadway plan as filed; and therefore needs to be reasonably apportioned between Class V and non-Class V work.)

e. All other conditions and requirements as currently approved and administered by the Dunbarton Planning Board remain in full force and effect until final completion of this portion of the roadway system under the oversight and administration of the Dunbarton Board of Selectmen. [This includes, but is not limited to: engineering oversight and inspections, bonding/surety reserves, and all other portions of the Land Subdivision Control Regulations in effect at the time of approval.]

Bob Martel seconded the motion.

**Discussion:** None

**Vote:** (3-0)

**Appointments:**

Mike Kaminski asked Brian Pike if he had an objection to hold the Planning Board Selection in a non-public session later in tonight’s meeting. Brian Pike had no objection.

**Motion:**

Mike Kaminski made a motion to accept the following appointments:

- **Energy Committee:**
  - David Elberfeld - 2020

- **Old Home Day Committee:**
  - Mark Lang - 2018

- **Planning Board:**
  - George Holt – 2020

- **Perambulator of Town Lines**
  - Frederick J. Mullen – 2024

- **Overseer of Welfare:**
  - Debra M. Donahue-Urella – 2018
Deputy Overseer of Welfare:
Linda L. Landry – 2018

Deputy Treasurer:
Alison Vallieres – 2020

Dave Nault seconded the motion.

**Discussion:**

Dave Nault inquired about Debra Urella’s Goffstown residency. The Town Administrator said that it was legal and she also covers Weare, Goffstown and Manchester.

**Vote:** (3-0)

Linda Landry, the Town Clerk, presented the BOS with vacant positions for Town Committees, Boards and Commissions.

Line Comeau asked to table the Town’s quarterly expense and revenues until next week. Mike Kaminski asked Line if the report seemed favorable. Line said it looks like expenses are on track and revenues are slightly higher. The BOS by consensus agreed to table the quarterly Expense and revenues.

The BOS by consensus, agreed to table the NHMA Transfer Station’s part-time wage scale till next week.

**Board of Selectmen’s Mailbox:**

Received quote from Dunbarton Fuel Services to replace 4 water tanks.

**Motion:**

Dave Nault made a motion to accept the bid of $2605.00 to replace and remove 4 water tanks with 2 New Water Tanks base on Dunbarton Fuel Service’s quote dated March 22nd, 2017 provided the quote includes of the disposal of the old tanks. Mike Kaminski seconded the motion.

* Note: Line Comeau, Town Administrator will check with Dunbarton Fuel Service to be sure the quote does include the disposal of the tanks.

**Discussion:** None

**Vote:** (3-0)

BOS received an informational copy from the Town Clerk of a primary election on June 6th, 2017 for the State Senate’s vacant seat.
Received a Memo from David Allen (Ethics Committee) announcing Ethics training on April 11\textsuperscript{th}, 2017 at the Town Hall. Newly appointed/elected Town Officials are encouraged to attend.

Annette Kuhn submitted her resignation from the Cemetery Board of Trustees.

**Motion:**

Mike Kaminski made a motion to accept Annette Kuhn’s resignation from the Dunbarton’s Board of Cemetery Trustees. Dave Nault seconded the motion.

**Discussion:** None

**Vote:** (3-0)

Linda Landry sent a memo to the BOS that the Special Election for the vacant State Senator’s Seat, District 16, will be on July 25\textsuperscript{th}, 2017.

**PUBLIC COMMENT:** None

Mike Kaminski announced a two-minute recess.

**Motion:**

Mike Kaminski made a motion to go into a Non-Public session per RSA 91-A: 3, II (c) at 8:04 PM. Bob Martel seconded the motion.

**Discussion:** None

**Vote: Roll Call:**

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Mike Kaminski made a motion to come out of Non-Public session per RSA 91-A: 3, II (c) at 8:48 PM. Bob Martel seconded the motion.

**Discussion:** None

**Vote: Roll Call:**

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Motion:
Mike Kaminski made a motion to accept the appointment of Brian Pike to the Dunbarton’s Planning Board. Bob Martel seconded the motion.

Discussion: None

Vote: (3-0)

Public Comment:
Chief Sklut commented on Page’s corner. Brian Pike said he would try to obtain some sample letters of public safety for intersections with high amounts of accidents.

Mike Kaminski closed public Comments.

Motion:
Mike Kaminski made a motion to go into a Non-Public session per RSA 91-A: 3, II (b) at 8:56 PM. David Nault seconded the motion.

Discussion: None

Vote: Roll Call:

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Motion:
Bob Martel made a motion to come out of a Non-Public session per RSA 91-A: 3, II (b) at 9:04 PM. David Nault seconded the motion.

Discussion: None

Vote: Roll Call:

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Bob Martel made a motion to hire Colin Draper as the part-time transfer station Attendant, 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 9:06 PM. Dave Nault 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