

**DRAFT, SUBJECT TO REVIEW, CORRECTION AND APPROVAL**

**DUNBARTON BOARD OF SELECTMEN  
MINUTES OF MEETING  
Thursday, May 12th, 2016  
TOWN OFFICES – 7:03 PM**

Dunbarton Board of Selectmen held the scheduled regular meeting of the Board of Selectmen at the above time, date and place with Brian Pike, Chairman, presiding.

Brian Pike opened the public meeting of the Board of Selectmen at 7:03 PM.

**The following Board Members were present:**

Brian Pike, Chairman  
Robert “Bob” Martel, Selectman  
Line Comeau, Town Administrator  
Koren Maccubbin, Recording Secretary

**Members of Boards/Committees & Town Officials:**

Transfer Station Supervisor-Patrick “Woody” Bowne  
Road Agent-Jeff Crosby

**Members of the Public:**

Mellissa Proulx representing the Union Leader  
Nick Stoico representing the Concord Monitor  
Don Larson

It is noted for the record that Don Larson was videotaping the regular Selectmen meeting.

**Old Business:**

**Motion:**

Bob Martel made a motion to approve the minutes of the public session for May 5<sup>th</sup>, 2016, 7:00 PM.  
Brian Pike seconded the motion.

**Discussion:** None

**Vote:** (2-0)

**Motion:**

Brian Pike made a motion to approve the minutes of the 6:45 PM Nonpublic session for May 5<sup>th</sup> 2016.  
Bob Martel seconded the motion.

*BOS meeting 5/12/16*

**Discussion:** None

**Vote:** (2-0)

**Motion:**

Brian Pike made a motion to bring off of the table the 4/21/16 draft minutes. Bob Martel seconded the motion.

**Discussion:** None

**Vote:** (2-0)

**Motion:**

Brian Pike made a motion to accept the 4/21/2016 minutes. Bob Martel seconded the motion.

**Discussion:** None

**Vote:** (2-0)

**Public Comment:** None

**Town Business:**

Review of the Website Policy (Draft 1):

Bob Martel said that he read the draft policy and it seemed to address all the concerns of the Selectmen. Bob Martel suggested that we wait one more week so Tom Groleau can give his input as he was absent from this meeting. Brian Pike said the draft website policy looked good and any questions that he had were answered in the draft. Brian Pike said that the draft policy needed a few corrections on the "end notes". Brian Pike and Bob Martel agreed to wait till next meeting before making a motion to accept the policy.

Jeff Crosby told the Selectmen that the Town's underground storage tanks passed the state inspection. NHDES sent a confirming letter to Line Comeau and she acknowledged that she had received it. Jeff Crosby said that in the future the State will be issuing stricter rules on piping sumps. Jeff Crosby asked about the heating oil storage at the elementary school. Brian Pike said that if it is less and 1100 gallons then it be exempt from testing. Line Comeau said she has a report that list all the heating oil tanks and she is sure that the school does not have tanks that require testing.

Town Business halted to go into a Public Hearing on 2016 Road Projects.

**Public Hearing:** Road Projects for 2016

Jeff Crosby said Grapevine Rd. is the Town's largest road project for 2016. Still need to put a top coat on the road. The base was done last year. The distance that needs work is approximately 5300 feet.

Jeff Crosby said there is a portion of Guinea Rd that is in need of repair. There is a similar situation on Clifford Farm Road that also needs repair-ditch drainage.

*BOS meeting 5/12/16*

There will be some maintenance on all the Town Roads such as adding gravel to dirt roads, clearing drainage ditches and crack sealant.

Jeff Crosby told Selectmen that if a sink-hole issue arises, and he knows about it, he will repair the sink hole.

Stark Bridge Project: Next week Jeff Crosby is meeting with our Engineers to adjust/modify a few things on the Stark Bridge. Norwood Engineering is coming out to do some test borings to see what is needed for the Bridge footing construction and with this information Jeff Crosby said he can “nail down” the price. Jeff Crosby got prices on numerous ways to go with the construction of the new Stark Bridge. Some were ruled out as too expensive and while the price for a wooden bridge was less costly, Jeff worried about the durability. There are no permits pulled but Jeff Crosby said they are close to getting the permits. Jeff said he hoped to finish the Bridge project this year.

**Public Comments:** None

Closed Public hearing on 2016 Road and Bridge projects at 7:45 PM.

**Continuation of Town Business:**

Brian Pike asked Jeff Crosby how the widening of the door project at the Town garage was doing. Jeff Crosby said he is waiting for a couple of estimates for the door. Jeff said to cut cost he would do the cutting of the concrete. The door company would do the installation of the new door. Brian informed Jeff that projects may be put on hold till the Library roof issues are resolved. Jeff Crosby felt that the door should be put in before the onset of winter 2016. Brian Pike agreed with installing the door before winter and asked Jeff Crosby to keep the selectmen “in the loop” on the bids for the door.

Jeff Crosby told the Selectmen that he received a proposal from the asphalt supplier who has supplied our asphalt for the past couple of years. The price was good and for the last few years that company contract was extended. Brian Pike and Bob Martel said that the Town must follow the Town’s bid policy and it should be placed out again for bidding.

**Engineering of the Library Roof bids:**

Brian said that we have bids from:

Hoyle, Tanner & Associates  
Foley Buhl Roberts & Associates  
Fisher Engineering, PC  
Team Engineering NH, PLLC

Line Comeau brought the Selectmen up to date on the bids. Line Comeau said Keith St. Pierre got back to her and said Mast Road Lumber would not put an Engineering Stamp on the library roof construction plans. Line Comeau said that the Team Engineering bid was broken down in phases with cost add-ons for minor modifications or major modifications of roof repair. Brian Pike said in the best case scenario the bid would be \$7800.00 minimum.

Line Comeau said the Fisher Engineering bid gave a similar breakdown like Team Engineering. Brian asked Line Comeau what are earliest start dates on the bids. She said Boyle and Tanner could start next week. Foley, Buhl Roberts could start till end of July or early August. Fisher Engineering could start either the last week of June or first week of July. Team Engineering would be available in a week or two.

Team Engineering said if minor modifications are needed, it would be another two weeks and if major modifications are needed it could take up to a month.

Bob Martel, in looking at bids, said Team Engineering is timelier but he thinks we would get a “bigger bang for the buck” with Fisher Engineering.

Brian Pike said both bids from Fisher and Associates and Team Engineering are fluid in that they are based on hours and how much modifications are required. Bob Martel agreed with Brian and was wondering if we can wait till late June or early July. Brian said we need to find out from the roofing contractor if late June or July can fit into his schedule. This information from the roofing contractor will help the selectmen make a better informed decision. Line will contact the roofing contractor and see if he is available for the next BOS meeting, or get his input on the above engineering timelines.

**Board of Selectmen Mailbox:**

Letter to Town that the Sowles have filed a civil action with NH Superior Court on the Town’s exaction fee.

Letter from Library Trustees that the Library Director will retire on June 1<sup>st</sup>.

**Public Comment:**

Jeff Crosby gave a little history on how Town Garage was designed.

Don Larson said the Arts on the Common was successful and most vendors want to sign up for next year. Music played by the musical group was well received. He also informed the selectmen that on the 21<sup>st</sup> of May the Garden Club is going to do their annual cleanup. The Garden Club was wondering if they could get a better grade of mulch for the Town Common. Line Comeau thought the last couple years J and J Landscaping supplied the mulch. She also asked Don Larson if he could verify how much mulch would be needed. Don said he would find out and pass the information on to Line Comeau.

**Motion:** Bob Martel made a motion to approve \$300.00 for mulch. Motion seconded by Brian Pike.

**Discussion:** None

**Vote:** (2-0)

**Motion:** Brian Pike made a motion to go into a Non-Public session at the request of Patrick “Woody” Bowne per RSA 91-A: 3-II (c) at 8:23 PM. Motion second by Robert “Bob” Martel

**Decisions:** None

**Vote:**

Brian Pike, Chairman	Yes
Robert “Bob” Martel, Selectman	Yes

Regular scheduled board of selectmen meeting resumed at 9:21 PM

**Motion:** Bob Martel made a motion to adjourn at 9:21 PM. Motion seconded by Brian Pike.

*BOS meeting 5/12/16*

**Discussion:** None

**Vote:** (2-0)

Respectfully submitted,

Koren Maccubbin,  
Recording Secretary

---

Brian Pike, Chairman

---

Robert Martel, Selectman