DRAFT, SUBJECT TO REVIEW, CORRECTION AND APPROVAL

DUNBARTON BOARD OF SELECTMEN (BoS)
MINUTES OF MEETING
Thursday, August 10th, 2017
TOWN LIBRARY 6:30 PM
RECONVENED AT TOWN OFFICES 7:07 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:

Dan Sklut, Police Chief
Patrick “Woody” Bowne, Transfer station Manager
Sgt. Chris Remillard, Dunbarton P.D.

Members of the Public:

Mert Mann
Candace Schaefer, Benefits Advisor, Health Trust
Krista Bouchard, Wellness Advisor, Health Trust

It is noted for the record that Mert Mann was videotaping the meeting.

Mike Kaminski noted that at 6:30 PM that the BoS met at the Town Library and performed a site walk of the area.

Mike Kaminski, Chairman, reconvened the Board of Selectmen (BoS) meeting to order at 7:07 PM with the full Board present.

Old Business:

Motion:

Dave Nault made a motion to accept the minutes, of the BoS regular meeting held on July 27th, 2017 at 7:03 PM. Bob Martel seconded the motion.
Discussion: None

Vote: (3-0)

Motion:

Dave Nault made a motion to accept the sealed minutes of the BoS Non-Public meeting held on July 27th, 2017, at 8:05 PM. Bob Martel seconded the motion.

Discussion: Mike Kaminski made a change on an error in the Signature Block of the above meeting.

Vote: (3-0)

Public Comment:

Chief Sklut updated the BoS on carbon monoxide leaks in the new cruiser.

New Business:

Candace Schaefer the Benefits advisor for Health Trust and Krista Bouchard the Wellness Advisor for Health Trust gave a presentation of the types of plans available based on 2017 pricing. Candace Schaefer said they would not have the 2018 pricing till sometime in October 2017. The Town is currently on the Access Blue New England HMO medical plan. This plan has a $0 dollar deductible for individuals and families. Krista Bouchard informed the BoS on some of the monetary incentives available to the employees in their wellness program.

Motion:

Bob Martel made a motion per RSA 31-95-b III to accept $70.00 to the General Fund for Old Home Day events. Dave Nault seconded the motion.

Discussion: None

Vote: (3-0)

Town Road Agent update

Jeff Crosby gave an update on the Grapevine Road paving and road maintenance. He said the topcoat would be applied to Grapevine Road next year.

Stark Bridge update: Jeff Crosby informed the BoS that the Stark Bridge Project will run over the Warrant Amount but the overage can be absorbed by the Town’s Highway budget. Jeff Crosby estimated that the over budget figure is in the range of $30,000.00 to $40,000.00.
LED Lighting at the Town Maintenance Building is a success. Jeff said the new lighting scheme makes working conditions better plus the Town receives an additional benefit of the LED cost savings. Additional or more lighting around the gas pumps needs to be addressed.

The Town Highway Department’s replacement garage door is on order.

Mike Kaminski asked Jeff Crosby to speak to the drivers using Tucker Hill Road for deliveries to the Highway Garage area to watch their speed. Chief Sklut was also asked to monitor the truck traffic.

Jeff Crosby inquired about the Highway Department’s ongoing support of having their drivers haul the Transfer station’s trash. He wanted to know if the Transfer Station is close to getting their driver(s) up to speed to make trash hauls. Woody Bowne said it would still take some time before the Transfer Station drivers become self-sufficient.

**Sergeant Chris Remillard Ordinance Update**

Sgt. Chris Remillard updated the BoS on the ordinances that were adopted by a previous BoS. The Parks Ordinance has 5 different recreational areas. Each recreational now has its own separate section for rules and enforcement and Sgt. Remillard recommended re-drafting the Parks Ordinance in which all the Parks are identified and to which ordinances apply. Dave Nault said he would like to see stricter enforcement on illegal dumping.

Sgt. Remillard said the noise ordinance was largely modeled after the New Hampshire disorderly statute and the Town does not have a Hawkers and Peddlers Ordinance. Sgt. Remillard gave a copy of Hopkinton’s Hawkers and peddlers Ordinance for their review.

The Selectmen thanked Sgt. Remillard and would take his recommendations under advisement.

**General Town Business:**

The Selectmen discussed their Library site survey of storage areas for Town records. Dave Nault said there was adequate room for storage in the upstairs section (2nd floor) of the Library. He said additional shelving would be needed and along with the use of the 2nd floor storage closet, would allow for the movement of the Town records to the 2nd floor of the Library.

**Motion:**

Mike Kaminski made a motion to purchase two locks, shelving, dehumidifying materials and move the records from the Library’s basement to the Library’s second floor. Dave Nault seconded the motion.

**Discussion:** Suggestion was made to get the two locks keyed alike. The BoS concurred.

**Vote:** (3-0)
Dave Nault mentioned that he has contacted a contractor who is going to look at the Library’s Entrance door and give the Town a replacement quote.

**Board of Selectmen’s Mailbox:**

Town received memo from Primex giving an ergonomic assessment of the Town Clerks workstations. Some of Primex’s recommendations included a sit to stand desk or a desktop similar to Varidesk models, gel-type wrist rests for the keyboard and mouse and new chairs with a greater degree of adjustability.

The Town received a letter stipulating the amounts of the State Highway Block Grant from July 1st, 2017 to June 30th, 2018

The Town Administrator received an E-mail from Brian Pike on information regarding a program that the Town applied for, through DOT to receive help with improving the intersection of Rte. 13 and Rte. 77 (Pages Corner).

The Town Administrator sent a memo to the BoS concerning Score Construction update. Score Construction has a new project manager who told Line Comeau their company would bring down the steel from the second floor and arrange for Cohen Steel to pick it up and rework the steel. Once delivered, Score Construction intends to install the reworked steel.

The Town Building Inspector said the Transfer Station’s bathroom need a new floor and paint. Woody Bowne to get some quotes.

Received a letter from a resident praising the Fire Department’s first responders for their support when her husband passed away.

Application was received to erect a communication antenna on Ray Rd. Mike Kaminski mentioned that the application stated the Police Department could place a repeater on their tower to improve their communication. Mike Kaminski said we should address this again when the tower is erected.

**General Town Business:**

The Town Administrator informed the BoS that she was working on the job description for the part time position that was authorized at our last Town Meeting.

**Motion:**

Bob Martel made a motion to change the Town’s polling hours to 7:00 AM till 7:00 PM for elections in 2018. Dave Nault seconded the motion.

**Discussion:**  None

**Vote:** (3-0)
Public Comment:

Woody Bowne presented the BoS with three proposals to redo the Transfer Station’s roof for their review.

The town Administrator said she would have a spreadsheet for the BoS showing the status of funds (Spent/Committed/Available) on 2017 maintenance projects at the next meeting. She informed the BoS that she would post a notice of a public hearing at 7:30 PM, August 24th, 2017 to accept NH State DOT funds that are over $10,000.00.

Jeff Crosby said he wanted to thank John Stevens for the effort he has put into updating the lighting at the Town’s highway maintenance garage and area.

Jeff Crosby asked the BoS for an update on Kelsea Rd. maintenance. Mike Kaminski said the case is still working its way through the legal system and to maintain Kelsea Rd as we have done so in the past.

Motion:

Dave Nault made a motion to go into a Non-Public session per RSA 91: A-3 II (a) at 9:00 PM, August 10th, 2017. Mike Kaminski seconded the motion.

Discussion: None

Vote: Roll Call:

Mike Kaminski  Yes
Robert “Bob” Martel  Yes
Dave Nault,  Yes

Motion:

Dave Nault made a motion to end the non-public session and resume the scheduled public meeting at 9:28 PM and return to the public session. Mike seconded the motion.

Discussion: None

Vote: Roll Call:

Mike Kaminski  Yes
Robert “Bob” Martel  Yes
Mike Kaminski  Yes

The BoS reconvened their regular meeting at 9:28 PM
Motion:

Mike Kaminski made a motion to terminate employment of two probationary employees at the Transfer Station, on the recommendation of the Transfer Station Supervisor. Dave Nault seconded the motion.

Discussion: None

Vote: (3-0)

Motion:

Dave Nault made a motion to go into a Non-Public session per RSA 91: A-3 II (a) at 9:31 PM, August 10th, 2017. Mike Kaminski seconded the motion.

Discussion: None

Vote: Roll Call:

Mike Kaminski    Yes
Robert “Bob” Martel    Yes
Dave Nault,        Yes

Motion:

Mike Kaminski made a motion to end the Non-Public session and resume the scheduled public meeting at 10:17 PM and return to the public session. Bob Martel seconded the motion.

Vote: Roll Call:

Mike Kaminski    Yes
Robert “Bob” Martel    Yes
Mike Kaminski    Yes

Discussion:

The BoS reconvened their regular meeting at 10:17 PM

Motion:

Mike Kaminski made a motion to seal the minutes of the August 10th, 2017, 9:31 Non-Public session. Dave Nault seconded the motion.

Discussion: None
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Vote: (3-0)

Old Business:
Dave Nault brought up the issue of memorial benches on the Town Common. The BoS agreed that they would address this issue at the next meeting.

Motion:
Dave Nault made a motion to adjourn the meeting at 10:25 PM. Mike Kaminski 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