Dunbarton Board of Selectmen
Meeting Minutes
August 23, 2018
7:00 P.M.

A meeting of the Dunbarton Board of Selectmen (BoS) was held on Thursday August 23rd, 2018 at 7 p.m. at the Dunbarton Town Offices.

Board members present:
   Mike Kaminski, Chairman
   Dave Nault, Selectman
   Robert “Bob” Martel, Selectman

Town Officials and others present:
   Line Comeau, Town Administrator
   Jennifer King, Recording Secretary
   Rene Ouellet, Town Moderator
   Fred Mullen, Town Forest Committee
   Beth Boucher, Town Hall Restoration Committee
   Jeff Crosby, Road Agent

The BoS held a non-public session at 6:52 p.m. per RSA 91-A:3 II (b) at the request of the Town Clerk. There was a brief recess at 6:56 p.m. before opening the public session.

Mike Kaminski called the public session to order at 7:00 p.m.

OLD BUSINESS

Approve Minutes

Motion: by Dave Nault, seconded by Bob Martel, to approve the regular meeting minutes of August 9th, 2018 as amended.

Discussion: none.

Vote: (3-0)

Mike Kaminski remarked that Dunbarton’s Old Home Day was a great event.

PUBLIC COMMENT

None.

Motion: by Dave Nault, seconded by Bob Martel, to appoint Hope Arce to the position of Deputy Town Clerk, with a term ending March 31, 2021.

Discussion: none.

Vote: (3-0)

Motion: by Dave Nault, seconded by Bob Martel, to appoint Sara Anderson to the position of Library Trustee with a term ending March 31, 2020.
**AGENDA ITEMS**

**Election Preparation**
Rene Ouellet was in attendance to offer a reminder that they will need to set up on September 10th to be ready for the primary election on the 11th. It is looking as though they will need to have more ballot clerks available. The Democratic Party has nominated 3 people to be ballot inspectors for the town. He, as the Town Moderator, can then appoint them to be ballot clerks. The Republican Party has not yet nominated anyone, but he will follow up with them. He asked the BoS if they had arranged for people to assist with setting up. Mike replied that they have asked some of the transfer station employees to help with set up and break down as they do each year.

**Social Media**
Rene Ouellet expressed an interest in setting up a Facebook page for the town, as he has noticed neighboring towns have done. It is a great way for people to communicate some of the smaller things that are happening in town, and for residents to get to know each other. There are rules against advertising, spam, etc. He did note that the police department had one. Line Comeau confirmed that it is working the same sort of way and wondered who would be in charge of it as far as moderating it and updating a regular town page. Chief Sklut said that it does work well, but members of the public cannot post on their page, only comment on posts made by the department. Fred added that he understands that there is already an unofficial town page that is currently set up. Rene Ouellet suggested getting the word out about it.

**Town Hall Restoration Committee**
Beth Boucher told the BoS that the Town Hall Restoration Committee wants to start a concert series to raise awareness about the town hall. The first concert is set for September 5th. They were hoping to use the entrance/lobby area as a place for refreshments. No more than 20 people would be in the space at a time. Mike Kaminski’s concern is regarding security as well as overuse of the bathrooms. He can support using the front entry area so long as the restrooms are blocked off. Someone would also need to monitor the area and ensure that it is secure at night. He also suggested to make sure that they coordinate with the Library Director and Police Department.

**Accept Donation**
Motion: by Dave Nault, seconded by Bob Martel, to accept a donation to the Old Home Day Committee in the amount of $125.00.
Vote: (3-0)
Bob Martel noted that he isn’t sure if they are going to move to every other year schedule, but he said that it is the same volunteers that devote time to this every year, and many of the same people are also involved in Arts on the Common. The time and effort they put in is appreciated.

**Personnel Plan Amendments**

The BoS reviewed the proposed revision to the policy regarding compensatory time which reads as follows:

“Effective January 1st, 2019, compensatory time will no longer be awarded. Time worked will be paid at the appropriate rate of pay as documented the weekly timesheet.

Previous compensatory time may not be carried over into the next year. This previous accumulated compensatory time may be taken in hourly increments and used prior to the end of this year (2018); any residual balances will be paid out at year end.

Newly hired employees may defer up to 30 hours of earned time for vacation use/time off to be used in the same calendar year when employment began.”

Mike Kaminski explained that compensatory time was originally put into place so that the employer would not have to pay overtime. He feels that if an employee works overtime, then they should be paid for it, which is his reasoning in supporting doing away with compensatory time.

Dave Nault’s feeling on compensatory time was that it was important that new hires have an option in case time off is needed before they have earned their vacation time.

Bob Martel agreed and said that in the private sector they call it earned time, and it is only given to new employees because of the year, possibly two years takes for them to accumulate their vacation time.

Chief Sklut expressed concerns about doing away with compensatory time, primarily because it makes them less competitive to attract new candidates, as they are eliminating a benefit that other towns offer their employees. He explained that his part-timers all work on weekends. Weekends are when families normally have activities. He asked the BoS to consider leaving an option for employees to accumulate up to 10 or 15 hours so that they aren’t chipping away at their vacation time.

Jeff Crosby feels that they are punishing the system for the actions of a few employees. He asked why they would take away something that doesn’t cost the
town anything? He feels it’s a feel-good thing for the employees. **Dave Nault** said that he was happy when the accumulation was capped at 40 hours, but now they’re paying it out at the end of the year. **Bob Martel** said that the problem is that it is carried from year to year and it ends up being paid out as more per hour than what the employee was making when they earned it.

**Chief Sklut** understands wanting to clear the books at the end of the year, but he does not support doing away with it altogether.

**Motion:** by Dave Nault, seconded by Bob Martel, to approve the policy as originally printed, with the addition of the following (edited) statement:

“Compensatory time may be taken in hourly increments. **The town will not** pay employees for unused compensatory time at the end of the year. Compensatory time may not be carried over and accumulated in subsequent years.”

**Discussion:** nothing further.

**Vote:** 3-0.

**Road Agent Update**

*Rangeway Road*

**Mike Kaminski** mentioned a situation on Rangeway Road involving a culvert. **Jeff Crosby** explained that a couple purchased a property that was originally on a class 6 road. At the time, the town required the previous owners to add a couple of culverts near the property to comply class V requirements., and the culverts were installed by the landowner/subdivider. Jeff reported that every year, during extended snow season, the culverts get backed up and the road crew has to go clean the ends out. During the steady rain they had recently, the culvert opened up completely and deposited a lot of dirt and sediment on the property. The property owner has filed a complaint with the town considering filing a claim against the town, claiming that because of the culvert failure, a trench has been created across part of his property. **Mike Kaminski** doesn’t feel that town insurance provider will approve the claim.

**Stark Bridge**

**Jeff Crosby** told the BoS that Stark Bridge is finally open. **Mike Kaminski** asked him to confirm that the bridge will be paved. **Jeff Crosby** said that the plan is for the bridge deck as well as an approach on each side to be paved.

**Dave Nault** suggested posting the announcement on the town website. **Line Comeau** pointed out that they have to notify the state that it is open.

**Painting of Town Garage**
Mike Kaminski said they have one bid for the painting of the town garage. Jeff Crosby said he has been in contact with three people, but they probably won’t get a bid from the 3rd person due to his current workload.

TOWN BUSINESS

Mike Kaminski presented estimates they’ve received so far for replacing the siding on the safety building.

Mike Kaminski shared that they received a quote for the truck cover for the transfer station, noting that transfer station manager Woody Bowne had mentioned that it came in under budget.

Mike Kaminski noted the Building Department update that was distributed for review.

Mike Kaminski said that the Fire Chief is going to be attending a training regarding emergency communication. It involves setting up a network of communication to use in the event of an emergency in case the traditional lines of communication are unavailable.

Mike Kaminski said that Dunbarton will utilize a contract struck by NRRA with a Canadian Company to recycle glass. This will help to reduce costs for the town.

Mike Kaminski noted that Chief Sklut is conducting another Civilian Response to Active Shooter training this fall.

Motion: by Mike Kaminski, seconded by Dave Nault, to designate the area for political sign collection as behind the Police Department.

Discussion: Mike Kaminski reiterated that political signs are not permitted to be displayed on town property.

Vote: (3-0).

Chief Sklut announced that a drug takeback day is scheduled for this fall.

There is a NHMA legislative policy conference on 9am, September 14th. Mike Kaminski said that he will attend to represent Dunbarton.

Chief Sklut is preparing to enter into a contract with the SPCA on Silk Farm Road to take in stray dogs, as the PD does not have the capacity to hold them. The PD will have keys so that they can drop dogs off. The fee to the town would be $70 per dog should the owner not pick the dog up.

The BoS was in consensus to allow the PD to contract with the SPCA.

Mike Kaminski presented the minutes of the town meeting. Mike said that he would appreciate if it could be completed a bit earlier. Line Comeau said that he will need to talk
PUBLIC COMMENT

Fred Mullen commented that it is good to see the BoS working well together and also taking input from town department heads in their decision-making process.

Fred said that a representative from Society for the Protection of NH Forests met with the Town Forest Committee to walk around the sand pits and the swamp area near Stark Pond. They seemed pleased to see the sand pits building back up. The ‘No Shooting’ sign has been installed at the Kimball Pond Pit. At the Town Forest meeting, they were in support of putting up the sign, and they also wanted to make sure the PD wouldn’t be shut out of their target practice. Mike Kaminski mentioned that they affirmed that sentiment at their last meeting.

Jeff Crosby noted that a transfer station attendant was taking a vacation in October. He wanted to make sure they have coverage for it so that his employee isn’t having to cover it.

Jeff Crosby shared information regarding salt prices for this winter. If they sign on with the awarded bid contact with the State of NH; they will be paying $49 instead of $52. The BoS is in consensus to arrange to get road salt through the state.

Bob Martel addressed adding an exception to the ordinance regarding the curfew on area bodies of water after dark. He came up with the following:

“Fishing is permitted on the bodies of water located in Dunbarton after sunset in accordance with the rules and regulations adopted by the NH Fish and Game Department.”

Chief Sklut is in agreement with what Bob Martel is trying to do. His concern is that people could throw a line in the water just, so they could say that they were there fishing. He suggested that he meet with his employees and just let them know that if someone is fishing after dark, to just leave them be. Line Comeau suggested they say something to the resident that calls regarding after-hours fishing on Purgatory Pond. Chief Sklut noted that there has been an issue with loitering and drug use there, so the resident’s concerns are valid. He would prefer to leave it to the discretion of the police department, and if that doesn’t work, they could look at updating the ordinance.

It was mentioned that there are often complaints about the snowbank near Purgatory Pond in the winter. Jeff Crosby said they plow the boat ramps as well as take care of the milfoil around the NH Fish and Game boat access areas. If that area was not plowed at all, there would be a much longer walk through deep snow to get to the pond for fishing.

Mike Kaminski shared the expense report for the maintenance budget. They have $51,000 with about $10,000 coming out for miscellaneous expenses. They will be able to accommodate the painting of the Town Garage as well as the siding of the safety
building. **Dave Nault** would also like to get quotes on painting the face of the recycling building at the transfer station.

**Line Comeau** stated that she is ahead of schedule with the records for the tax rate and is finalizing the MS-1 report that informs the state of the property taxes collected. As of April 1, 2018, they are up over $7 million in revenue. This should reduce the tax rate slightly.

**Motion**: by Dave Nault, seconded by Bob Martel, to enter into nonpublic session in accordance with RSA 91-A:3 II (a) at the request of the Chief of Police.
By roll-call vote: Kaminski-yes, Nault-yes, Martel-yes.

There was a short recess while members of the public left the room.

The BoS entered into nonpublic session at 8:35 p.m.
The BoS reentered public session at 9:04 p.m.

**Motion**: by Bob Martel, seconded by Dave Nault to approve a salary increase for Brian Tyler.
**Discussion**: none.
**Vote**: 2-1 (Kaminski).

**Motion**: by Dave Nault, seconded by Bob Martel to seal the minutes from the nonpublic session.
**Vote**: 3-0.

The BoS reviewed a view easement submitted by Building and Planning department.

**Mike Kaminski** mentioned that 25 people submitted their opinions regarding the paint color of the library and the result was split. The paint color of the library will remain white as originally decided.

**Mike Kaminski** said that the fire chief will be at the next meeting to discuss usage of the upstairs of the library.

**Motion**: by Dave Nault, seconded by Bob Martel to adjourn the meeting.
**Vote**: (3-0).

The BoS adjourned at 9:08 p.m.

Respectfully Submitted,

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Jennifer King, Recording Secretary
Mike Kaminski, Chair

Dave Nault, Selectman

Bob Martel, Selectman