Dunbarton Board of Selectmen
Meeting Minutes
September 13, 2018
7:00 P.M.

A meeting of the Dunbarton Board of Selectmen (BoS) was held on Thursday September 13th at 7 p.m. at the Dunbarton Town Offices.

Mike Kaminski called meeting to order at 7 p.m.

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
  Jeff Crosby, Road Agent
  Dan Sklut, Chief of Police

Leo Martel was present recording the meeting for the benefit of the citizens that could not attend.

OLD BUSINESS
  Approve Minutes
    Motion: by Dave Nault, seconded by Bob Martel, to approve the regular meeting minutes of September 6th, 2018 as amended.
    Discussion: none.
    Vote: (3-0)

PUBLIC COMMENT
  None.

AGENDA ITEMS
  Michael Guiney, Kelsea Road, 60 yards of fill material
    Dave Nault recused himself as a board member for the discussion of this agenda item at 7:02 p.m.
Mike Kaminski explained that he did some research and came up with two options to resolve the issue of fill material on Kelsea Road. Option 1 would be a cash settlement $255 (60 yards of fill material at $4.25 per yard). Option 2 would be to have the town deliver 60 yards of fill material to Mike Guiney’s property on Kelsea Road within 2-4 weeks. Mike Guiney replied that he would like to take some time to decide. Mike Kaminski agreed and told him that he could call Line Comeau and let her know, and they will move forward from there.

**Dave Nault** rejoined the Selectmen at 7:06 p.m.

**Painting Bids for Highway Garage**

Dave Nault reviewed the similarities between both quotes provided by Don Tuttle and Reliable Coatings. Both companies proposed using a stain, performing scraping, sanding and pressure washing treatment, re-nailing the loose siding, replacing some rotted trim, and redoing the doors. Don Tuttle’s bid came in at $8,950. It includes the east side of salt shed as well as highway garage. The method would involve spraying and back brushing. Reliable Coatings’ bid was very similar and came in at $8,481. **Dave Nault** said that the bid from Reliable Coatings would be a savings of $469 to the town.

**Motion:** by Dave Nault, seconded by Bob Martel, to go with the bid from Reliable Coatings of $8,481, for the exterior painting of the town garage and the east side of the salt shed.

**Discussion: Dave Nault** thanked the bidders for the time they took to evaluate the building and for submitting their bids.

**Vote:** (3-0).

Dave Nault thanked Don Tuttle for the good job that they did with the library. It was noted that many of the town residents had a lot of positive comments. Don Tuttle shared that he has had a positive experience with everyone involved, that they’ve been kind and respectful and have exhibited a high degree of professionalism.

Jeff Crosby asked about a possible start date for the painting of the town garage. **Mike Kaminski** replied that it would be very soon, and they will get that scheduled depending on weather.
Traffic Control Discussion
Mike Kaminski addressed an issue that occurred when a paving contractor hired by the road agent was performing some asphalt work on area roadways. There were several complaints received by the police department about the way that the company was handling traffic control.

Chief Sklut said they received several calls from residents about the paving company. At the time, they were paving Montalona Road. There was a section of about 1,000 feet being worked on, with one person flagging on one end, but not on the other. He approached the company and told them they needed to get someone else to flag on the other side or they need to get their equipment off the road. He never told them to hire anyone.

Mike Kaminski said the town was billed top dollar for traffic flaggers that were hired by the company. He wonders if they could have saved the town some dollars if they had paid some of their officer’s overtime for traffic detail. He is not accusing anyone of doing anything wrong, he just feels that communication between town departments needs to improve in these types of situations.

Chief Sklut said that previous departments he has worked for provided officers for traffic details on a regular basis for different town departments. It was paid for from a line in that department’s budget. Mike Kaminski noted that our police department is very considerate in that it does not bill for detail at special town events, etc.

Bob Martel said that usually the contractors that do that kind of work schedule this ahead of time. Jeff Crosby pointed out that getting flaggers into service is not very easy, as there is a lack of them. Chief Sklut added that some companies have been thrown off the job because their flaggers have just left the job in the middle of the day. Jeff Crosby noted that many of the companies that provide people to do the traffic control do not pay the workers a lot, and so there is not a lot of incentive to do that kind of work.

Review of Town Financials for Setting of the Tax Rate
Line Comeau presented the MS-535 to the BoS. All the numbers were based on the recent audit they just had. This form was completed by their auditor. General discussion took place regarding the calculations on the report. Line Comeau said that because the DRA is waiting for this form, she asked the auditor to upload the report. For the finalized report to be sent to the DRA, it needs to be signed by the BoS. The BoS signed the MS-535 so that it could be submitted to the DRA.

TOWN BUSINESS

Library Sign Repair
The BoS looked at quotes to replace the signs for the library. The first quote was $1,675. General discussion took place regarding sign necessity and design. Dave Nault feels that the signs are very important as they pertain to historical aspect of the building.

Motion: by Dave Nault, seconded by Bob Martel, to have Thom Sousa of Sousa Signs provide 3 signs for the library: Sign number one (20’x2’) in the amount of $1,675, sign number two for $160, and sign number 4 for $735. Sign number three is excluded from this motion.
Discussion: none.
Vote: (3-0).

Mike Kaminski asked Line Comeau to find out the turnaround time on the signs, and to also have Mr. Sousa work on a new sign for the town office.

Mike Kaminski shared that the new tarp system for the Mack truck at the transfer station was installed. The old one will be sent to state auction. Leo Martel asked about when they would be getting the new truck. Mike Kaminski answered that it is a 2019, and they are waiting for it to be built. The transfer station supervisor is working on negotiating a plow prep package and is watching his budget so that he can add a snow blade later this year.

Mailbox Items
Mike Kaminski presented the annual leave request for transfer station supervisor Patrick “Woody” Bowne.
Mike Kaminski said that someone mentioned they would like to take the old town hall sign off their hands. He doesn’t have a problem with that, as it is just going to be thrown away anyway. Leo Martel feels that it is unfair to other taxpayers that may have wanted it. He feels that they should put up an announcement for a week to see if there is any additional interest. Mike Kaminski added a suggestion of doing a drawing for it if more than one person is interested. The BoS agreed to post a notice announcing the availability of the sign for any interested parties.

Mike Kaminski shared a notice regarding a health trust meeting.

Mike Kaminski stated that he is going to attend the NHMA meeting tomorrow morning, representing Dunbarton.

Mike Kaminski shared that the Garden Club asked if they could put something up on Hot Topics. The BoS was in consensus to allow them to post the announcement.

Other projects to address before year end
Police Department siding: Chief Sklut said that some of the trim around the front door could use repainting as well. Dave Nault said they would look into both entryways at the police department. Mike Kaminski added that the porch in the back needs work as well. Chief Sklut said that he is happy with just a pressure washing treatment, but his main concern is the area above the front entry way. Line Comeau suggested they try to coordinate the police department painting with the painting job at the transfer station.

PUBLIC COMMENT
None.

Line Comeau shared that she attended a Health Trust seminar and will be working with the police and fire department to see if they are willing to schedule a health and wellness class. It would be a good way to educate employees about what their Health Trust benefits are.

Line Comeau said that the Hammond property transferred ownership today.
Dave Nault suggested that the town send a letter to the new owners to reiterate their future interest in the property. Line Comeau will draft a letter for the BoS to review.

Chief Sklut told the BoS that Jason Patten passed his final evaluation to obtain his certification in Drug Recognition Expert.

ADJOURNMENT

Motion: by Dave Nault, seconded by Bob Martel, to adjourn the meeting.

The BoS adjourned at 8:14 p.m.

Respectfully Submitted,

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Jennifer King, Recording Secretary

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Mike Kaminski, Chair

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Dave Nault, Selectman

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Bob Martel, Selectman