**DRAFT, SUBJECT TO REVIEW AND REVISION**

Dunbarton Board of Selectmen
Meeting Minutes
October 3, 2019
Special Start Time 6:30 p.m.

A meeting of the Dunbarton Board of Selectmen (BoS) was held on Thursday, October 3rd at 6:30 p.m. at the Dunbarton Town Offices.

**Mike Kaminski called the meeting to order at 6:31 p.m.**

**Motion:** by Mike Kaminski, seconded by Dave Nault to enter nonpublic session in accordance with RSA 91-A:3 II (e) & (l).


BoS entered nonpublic session at 6:32 p.m.

BoS reentered public session at 6:50 p.m.

**Board members present:**
- Mike Kaminski, Chair
- Dave Nault, Selectman
- Robert “Bob” Martel, Selectman

**Town Officials and others present:**
- Line Comeau, Town Administrator
- Jennifer King, Recording Secretary
- Mary LeValley, Board of Assessors
- Jacques Belanger, Board of Assessors
- Fred Mullen, Town Perambulator
- Don Larsen, Cemetery Trustee

**Members of the Public present:**
- Greg Miller

Leo Martel was present to record the meeting for the benefit of citizens that were unable to attend.

A brief recess was taken prior to the regularly scheduled meeting.

The public session reconvened at 7:00 p.m.

**Motion:** by Mike Kaminski, seconded by Bob Martel to seal the minutes from the nonpublic session.

**Discussion:** none.

**Vote:** 3-0.
OLD BUSINESS

Approve Minutes

**Motion:** by Bob Martel, seconded by Dave Nault, to approve the regular meeting minutes of September 19, 2019 as amended.

**Discussion:** none.

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

**Motion:** by Dave Nault, seconded by Bob Martel, to approve the nonpublic meeting minutes of September 19, 2019 as amended.

**Discussion:** Mike Kaminski would like to seal the nonpublic minutes as he feels there is sensitive information included.

**Motion:** by Dave Nault, seconded by Bob Martel, to seal minutes of nonpublic session from September 19th.

**Discussion:** none.

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

PUBLIC COMMENT

Don Larsen said that the Garden Club is getting ready to set up at Pages Corner with 1,700 mums and assorted flowers for sale this weekend. They are selling them 4 for $20.

Fred Mullen said that on September 21st, he met with Jeff Trexler and Bow selectman Mike Wayne to perambulate the town line between Bow and Dunbarton. They found an area on Gile hill Road that is missing a bound. They will need to hire a surveyor to determine the proper boundary mark.

**Motion:** by Mike Kaminski, seconded by Dave Nault to split the cost of replacing the lost bound on Gile Hill Road with the town of Bow.

**Discussion:** none.

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

Fred Mullen will reach out to two land surveying companies, and Line Comeau will reach out to the Town Administrator of Bow.

TOWN BUSINESS

Accept Donations

Don Larsen said that he ordered wreaths the other day at $5.75 each. They will be ready to go on December 14th. They are getting a lot of responses for volunteers to help place the wreaths.
Motion: by Dave Nault, seconded by Mike Kaminski to accept a donation
per RSA 31:95-b III (b) in the amount of $10.00 for Wreaths Across
Dunbarton.
Discussion: none.
Vote: (3-0).

Review 3rd quarter expenses and revenues

Revenues
Line Comeau reviewed 3rd quarter revenues, including a number of items that are
pending totaling $403,700.

Expenses
Line Comeau reviewed 3rd quarter expenses, noting that most departments are
where they should be, with approximately 25% of their annual budget
remaining.

Cemetery Trustee Request
Don Larsen said that the cemetery trustees have expended about 48% of their
budget, and much of what is remaining will be decreasing as they complete the
various projects they’ve started this year. They have added to and upgraded the
parking area and the road. Jeff Crosby was a big help with that project. They
hope to finish the other driveways next year.

Upon a review of the remaining maintenance work needing to be done, Mr.
Larsen explained that they have $6,640 remaining and have received a quote for
the work needing to be done on the cremains garden of $8,200. They will fall
short of the quoted figure by $1,260. The trustees are seeking additional funds
from the BoS in the amount of $1,500 so that they can finish the projects they’ve
started this year.

They are attempting to come up with other means of raising revenue, such as
using interest from the perpetual care fund and raffling off the old cemetery signs
prior to Town Meeting. They are also looking at raising the rates of the graves on
Pages Corner so that they are charging the same rate of $400 for both cemeteries.

Motion: by Dave Nault, seconded by Mike Kaminski, to approve the
funding of the balance of the cemetery projects with $1,500 from the
maintenance fund.
Discussion: none.
Vote: (3-0).

Motion: by Dave Nault, seconded by Bob Martel to allow the 3 old
cemetery signs to be raffled off on March 10, 2020, with the proceeds to
be to go toward the cremains garden.
Discussion: none.
Vote: (3-0).

Mike Kaminski said that the cemetery trustees are doing a great job. General discussion occurred regarding the increasing of cemetery rates.

Library Update
Will have update next week.

Guardrail Project at Transfer Station
Greg Miller did some work and drew up a proposal for guardrails to be placed around the dumpster at the transfer station.

Mr. Miller told the BoS that the most cost-effective solution involves using pressure-treated wood. He looked at the metal and cable system which drove up the cost significantly. He feels the potential for damage is high, and the wood rails would be easier to fix and remove or move as necessary.

General discussion occurred regarding measurements and guardrail design.

Dave Nault suggested breaking the project into two sections, with the possibility of using a combination of the two systems. Line Comeau asked that they delay any decision on the project until Transfer Station Supervisor Woody Bowne is available. Bob Martel agrees that they should get further input from Woody.

Mr. Miller will prepare another quote utilizing both systems as requested by the BoS.

Mailbox Items
Mike Kaminski shared the following items of correspondence received over the past week:

- Line Comeau is waiting on a few more items from the DRA in order to set the tax rate. She is hoping to hear from them before the next meeting.
- Monthly report from Building/Planning department.
- Correspondence received regarding a new commercial hauler that is licensed and has a business in Milford. He has recently opened a large facility in Weare, NH and is offering to become a hauler for residents in town.
- Information regarding a secure website for the town to use to with HealthTrust (insurance company).
• Notice of decision from the Planning Board, referring a matter to the Zoning Board for action.
• Notification from Transfer Station Supervisor Woody Bowne that he got a temporary hauler at the transfer station in his absence.
• Jeff Crosby has obtained quotes from various companies for road salt for the winter.
  o **Motion:** by Dave Nault, seconded by Bob Martel to accept a $49.50 per ton of road salt for the 2019-2020 season.
  **Discussion:** none.
  **Vote:** (3-0).

• Solar Panel Update: they are having some troubles getting the posts set up for the panels. The person that was in charge of the project is no longer there, but they have a new project manager, and things are underway.

• Cater Stables is seeking to obtain a sign permit for a new sign for their upgraded entryway.
  o **Motion:** by Dave Nault, seconded by Bob Martel to accept the application from David Cater of Cater Stables for a sign permit for Cater Stables on Montelona Road.
  **Discussion:** none.
  **Vote:** (3-0).

• Annual Report for Merrimack County.

  **Line Comeau** told the BoS that the town audit was completed, and the management letter should arrive soon. She distributed the town’s Financial Statement for the BoS to review. Patrick Mohan will be meeting with the BoS to review the audit results on October 24th.

  **Line Comeau** relayed some information from the Town Clerk: there are 7 dogs in town that remain unlicensed, despite her efforts and those of the police department. Town Clerk Linda Landry has submitted a request for civil forfeiture of $25 for each unlicensed dog for the signature of the BoS. **Mike Kaminski** reiterated that this is more of a safety issue, ensuring that the dogs in town are up to date on their vaccinations.
  ➢ The BoS signed off on the civil forfeitures.

**PUBLIC COMMENT**

  **Leo Martel** inquired about progress on the bandstand repairs. **Line Comeau** said that she did reach out to the person that did the previous work but has not had a chance to follow up with him. **Mike Kaminski** suggested that he could come and
Fred Mullen said that a monument on the Dunbarton/Goffstown line on Tibbetts Hill Road was found broken in 2017 and has been stored in the basement of the library. He suggests adding that to the items to be raffled in March. Line Comeau noted that proceeds from the raffle for the monument would go to the general fund.

BOARD MEMBER ISSUES

Dave Nault went to the Town Hall Restoration Committee Meeting at which they decided they were going to meet with the architect to get some drawings started. Mr. Nault accompanied Clem Madden to meet the architect. He has placed several calls in to Jeff Trexler, and they should be hearing back on the roof issue soon.

Line Comeau asked how the theatre renovation will affect the roof. Mr. Nault said it shouldn’t have any impact whatsoever.

Bob Martel mentioned that if they get to a certain dollar amount on the work that Mr. Miller has been doing, they are going to need to open things up and get quotes from several parties. Mike Kaminski noted that Mr. Miller is doing a lot of work on his own time to draw up estimates, etc. Line Comeau said that Greg Miller has filled a definite need completing the handyman-type work, as many of the small projects that have been needed to be done around town only take a couple of hours and don’t warrant opening a request for quotes.

Mike Kaminski noted the updated meeting schedule includes the skipped meeting on October 31st.

ADJOURNMENT

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

Vote: (3-0).

The BoS adjourned at 8:25 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

DBOS MEETING October 3, 2019
Bob Martel, Selectman