Dunbarton Board of Selectmen
Meeting Minutes
November 14, 2019

A meeting of the Dunbarton Board of Selectmen (BoS) was held on Thursday, November 14\textsuperscript{th} at 7 p.m. at the Dunbarton Town Offices.

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

\textbf{Board members present:}
Mike Kaminski, Chair
Dave Nault, Selectman
Robert “Bob” Martel, Selectman

\textbf{Town Officials and others present:}
Line Comeau, Town Administrator
Jennifer King, Recording Secretary
Dan Sklut, Police Chief
Deb Trottier, School Board Chair
John Trottier, Zoning Board Chair
Don Larsen, Cemetery Trustee
Ken Swayze, Planning Board Chair
Patrick “Woody” Bowne, Transfer Station Supervisor
Linda Landry, Town Clerk
Jeannie Zmigrodski, Town Welfare Director

\textbf{Members of the Public present:}
Fred Mullen
Maria Manuspainchaud

Leo Martel was present to record the meeting for the benefit of citizens that were unable to attend (Linda Nickerson uploads the videos to YouTube).

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

\textbf{OLD BUSINESS}

\textbf{Approve Minutes}

\textbf{Motion:} by Dave Nault, seconded by Bob Martel to approve the nonpublic meeting minutes of November 7\textsuperscript{th}, 2019 as written. (These minutes will be sealed as was voted at the last meeting)

\textbf{Discussion:} none.

\textbf{Vote:} (3-0).

\textbf{Motion:} by Bob Martel, seconded by Mike Kaminski to approve the regular minutes of November 7\textsuperscript{th}, 2019 as amended.
Discussion: none.
Vote: (3-0).

PUBLIC COMMENT
Don Larsen stated that they will be closing the cemeteries sometime near the first snow storm. The construction of the cremains garden should be starting this coming week. They will also be cleaning out old and faded decorations. On December 12th at the Larsen residence at 32 Birch View Drive, they will be putting ribbons on 200 wreaths in preparation for placement on December 14th. Services will begin on the 14th at 10 a.m. with the Honor Guard of the Sons of the American Revolution, with wreath placement to follow. The event will take place regardless of weather.

The Garden Club thanks everyone for coming out to the Halloween event. They had a great time and are looking forward to next year. They also made $3,800 from their mum sale this fall. Proceeds from this sale go toward making the Halloween event what it is.

Deb Trottier shared that the School Board has started their budget process. While they don’t currently have any major needs, they would like to know if the BoS would have an interest in revisiting the idea of an SRO (School Resource Officer). Dave Nault noted that they had asked Chief Sklut if this was something he was planning on, and the Chief had said that it was not. Ms. Trottier replied that this idea was coming from the school board and administration, not the police department. Discussion on the history of this issue occurred.

Ms. Trottier also told the BoS that the teachers’ contract contains a 3% COLA increase, which is something that they would include in their budget as well.

Mike Kaminski read a note from Ed Majewski expressing his appreciation of the Veterans Day event at which the 6th grade students work with the kitchen staff to serve meals to veterans and their families. Don Larsen added that he went to the Veterans breakfast as well, noting the school choir performed military songs and the National Anthem.

AGENDA ITEMS
Holiday Food Basket Program
Maria Manuspainchaud from the Capital Regional Food Program presented the BoS with a brief history of their organization and program, which Dunbarton has been involved in previously. They provide families with sufficient items for a full holiday meal, then another box with staple items to help sustain a family of 4 for 2 to 3 weeks (long enough to help cover meals during the holiday school break). They work with 50 different human service agencies in the state in order to identify families that are in need.
Mike Kaminski stated that his main concern is that they have a private process in order to identify those families or individuals in the community. Ms. Manuspainchaud explained that the application process is confidential and has been started through the church in the past. They would only go through one contact person per town (ideally the welfare director). Anyone on this list is already working with one of their partner agencies and are aware of their eligibility, and it is not a surprise when they are contacted. There will be a meeting held in Concord on December 11th for the contact people in each area to review the process. They ship out the packages to the satellites on December 22. Dunbarton would be considered one of the satellites. She will be meeting with Jeannie Zmigrodski, Welfare Director to discuss bringing the program back to Dunbarton.

Library Structural Improvement Update
Jeff Trexler will be in at the next meeting to update the BoS on his progress on this project.

Kimball Pond Trail Maintenance
The BoS reviewed the Kimball Pond Trail easement amendment. This allows the state to assist with the maintenance of the Kimball Pond snowmobile trails.

➢ The BoS was in consensus to sign the amendment that will be returned to Brett St. Clair.

Civil Forfeitures
Linda Landry presented the BoS with a Warrant for the Board to sign listing the names of residents with unlicensed dogs.

Healthcare for 2020
Bob Martel said that he looked through the available healthcare plans and noted that since their work on the personnel plan, he has spoken to many community and business leaders regarding health insurance, and the trend seems to be the businesses in more affluent areas cover insurance at 100% for their employees, but most business do charge their employees for a potion of the premium, typically between and 15-25%. None of them that he spoke with had employees that were grandfathered.

Motion: by Bob Martel, seconded by Mike Kaminski that the town will provide to full time employees plan ABSOS 20/40 1KDED with the employee contributing 20% of the cost of the plan. The town will offer plan ABSOS 25/50 3KDED to the employees that are grandfathered at no cost to those employees. However, these employees may participate in plan ABSOS 1KDED at the 20% contribution rate. Plan ABSOS 25/50 3KDED
is also available to any full-time employee at the 20% contribution rate if they desire this plan. These changes will be effective as of Jan 1, 2020.

**Discussion:** Employees that are currently grandfathered under the old plan expressed their concerns regarding the changes to their costs. General discussion occurred regarding plan comparison.

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

**Motion:** by Dave Nault, seconded by Bob Martel that the stipend allowance from the town is based on ABSOS 25/50 3KDED.

**Discussion:** none.

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

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**TOWN BUSINESS**

**COLA Increase for 2020**

**Bob Martel** said that based upon his research of nationwide numbers, he suggests a 3% COLA increase for town employees in 2020.

**Motion:** by Mike Kaminski, seconded by Dave Nault to recommend a 3% pay raise across the board for all full- and part-time town employees.

**Discussion:** none.

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

**Bow/Dunbarton Town Bound**

**Line Comeau** stated that there appears to be a production problem with the monument they need, so there may be a delay in getting this project completed. **Mike Kaminski** said that they should encumber the money so that it is available when the monument is ready.

**Mailbox Items**

**Mike Kaminski** shared the following correspondence received over the past week:

- Proposal from John Swindlehurst of Dunbarton Fuel Service. He recently checked the oil tanks on all the town buildings to ensure that they had enough oil. He has proposed a new contract of daily rack price plus .20 for delivery.
  
  ➢ **BoS in consensus to add this to the 2020 budget.**

- Dunbarton is invited to serve on the General John Stark Scenic Byway Council. **Linda Landry** noted that there are some Dunbarton residents that are already on the council.

- Letter of resignation from a town office employee to be placed on file.
• Notice of a joint meeting next Wednesday of the Concord Regional Solid Waste Recovery Cooperative. Woody Bowne will be attending this meeting.

Mike Kaminski reminded Woody Bowne that they do want to get 3 quotes on the chain link fence soon in order to encumber the money for it.

PUBLIC COMMENT

Linda Landry presented the BoS with certifications of classes that she has attended regarding the electoral process.

Motion: by Mike Kaminski, seconded by Dave Nault to enter nonpublic session in accordance with RSA 91-A:3 III (b).

By roll-call vote:


BoS entered nonpublic session at 8:16 p.m.
BoS reentered public session at 8:54 p.m.

BOARD MEMBER ISSUES

Line Comeau asked about what guidelines the BoS would like for her to present to the town departments as they begin to prepare their budgets. Mike Kaminski said that the following should be included: pay raises, changes to healthcare plan, that the budget proposal should be presented by department supervisors, and that budgets should contain level services. Proposed budgets can be scheduled for review at a general meeting of the BoS.

ADJOURNMENT

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

Vote: (3-0).

The BoS adjourned at 8:57 p.m.

Respectfully Submitted,

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Jennifer King, Recording Secretary

Mike Kaminski, Chair
Dave Nault, Selectman

Bob Martel, Selectman