

Dalton Select Board Meeting

Minutes of July 20, 2015

Present were Selectmen: Jay McCusker, Kathy Barden, and Nancy McVetty, Selectboard Chairman.

Meeting called to order at 6:30 PM

The minutes from the July 6, 2015 meeting were read. Jay McCusker moved to accept the minutes as written. Kathy Barden seconded the motion. Approved (3, 0)

The playground was inspected by PLT, a report will be following.

The board signed a letter to Charles Baylies as a follow up to Jay's meeting with Brandon Prusik with the Extension office asking Charles if he is interested in managing the cut.

Direct deposit is up and running, this week's payroll will be done by direct deposit.

Annie Moyer will be shadowing the Administrative Assistant to learn the job. She will be starting this week. She will cover when the Administrative Assistant is off. This will comply with the suggestion made by the State regarding cross training. Annie won't be doing the books at this time. If necessary, Crane and Bell will take care of the books if the Administrative Assistant is unavailable.

Nancy met with Warren Kenison regarding cutting the trees at the cemetery. He will do the two lots that have trees that need to be trimmed for \$300, includes chipping, grinding the stumps, etc. He has been told that he needs to notify the Board if the trees actually need to be cut. The Cemetery Sextant has sent letters to the owners of the plots letting them know that the maintenance is being done. The letters have been out for about a week but there have not been any responses from the lot owners yet. Jay asked if the board would wait to hear from the owners. Warren can't start for another two weeks which should give them time to respond but there was no deadline in the letters. Warren needs to check with the Board to see if anyone has responded before he proceeds. The Board will need something in writing to stating that the cost will be \$300. Nancy McVetty moved to hire Warren Kenison to complete the tree work at the Cushman Cemetery. Jay McCusker seconded, approved (3, 0)

John Tholl has been serving the dog notices. He is finding that some people have moved and some no longer have the dog. John has about six notices left to serve.

John spoke with Chris St. Cyr about working a shift. Chris won't have time to work for the Town while he is at the sergeant major academy for the next year or so. John will let Chris know that unless he can provide eight hours per month he won't be kept on. It is not necessary for Chris to be part of the department to provide training. If John St. Martin wants to keep his certification, he will need to provide eight hours per month, the equivalent of an eight hour shift. Jay suggested that John get Owen for as many hours as John feels is reasonable. John St. Martin and Chris St. Cyr will be sent letters letting them know that they will have to do the eight hour shift if they want to stay on. John will write the letters and the Board will review the letters and sign along with John. A deadline for response won't be needed, John Tholl will follow up.

John has had two complaints of people smoking pot at Forest Lake. He went out to check but doesn't think he will be able to catch anyone, he is too well known. John plans to make additional visits to increase visibility.

Regarding the pistol permit money, it is all being turned in to the office for deposit. John was holding the money as it is for the exclusive use of the police department. The accountants said the money has to be reflected in the deposits. John will track the deposits and request the funds as needed. Administrative Assistant is tracking the deposits and there is revenue line to apply the permit money to.

Jay McCusker has a letter prepared for the Airport Commission. He is planning to deliver it at the next Airport Commission at the end of July. Nancy and Kathy will review and sign the letter before it is presented. The letter asks the questions that Jay was not able to get answered at his meeting with the Commission Chair Person.

The following policies were reviewed revised and accepted:

Town Website submissions
Access to Internet in the Town Building
Cellphones
Selectboard Minutes
Contact with Town Attorney
Key Distribution

Adjourned at 7:20 PM

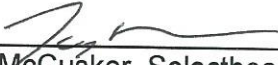
Next meeting is August 3, 2015

Respectfully Submitted,

Louise Jordan, Administrative Assistant
Dalton Selectboard

Minutes approved by the Selectboard Members on 8/3/15

Kathy Barden, Selectboard Member



Jay McCusker, Selectboard Member



Nancy McVetty, Selectboard Chairman

CC: Library
Town Clerk
Website