**Minutes of November 18, 2019 Meeting**

Present were Selectmen**:**  Chair Jo Beth Dudley, Tamela Swan and Carol Sheltry

Called to Order at 6:30 PM by Chairmen Dudley.

Jo Beth Dudley made a motion to accept the November 11th minutes with the following changes: Add the names of Kim and David Doolan as the Trustees of Trust Funds that have resigned. Add the amount of $2,385 as the purchase amount for the Kyocera Printer/copier. Add the amount of $19,926.85 as the amount of 2019 Municipal Aid received. Carol Sheltry seconded the motion and all 3 selectmen approved the motion.

The Bid received for the sale of Tax Map 401 Lot 31.20, 5.24 acres was opened which included a deposit in the amount of $800 and a bid in the amount of $6,800 by Janet Savage. Carol Sheltry made a motion to accept the bid which was seconded by Tamela Swan. All voted in favor of the motion.

 A bid in the amount of $275 was received for the 2003 Ford Expedition XLT. After input from the audience it was determined that the car for sale was actually a 2008 Ford Expedition. After discussion it was decided that to be absolutely transparent this needed to be advertised again correctly as a 2008 not 2003 Ford.

There was also discussion about the $5,000 transfer into the Police Cruiser Reserve Fund. Questions were raised as to whether the transfer from the General Fund could be the Gross amount of $5,000 and any proceeds of the sale would be deposited to the General Fund or whether the transfer from the General Fund needed to be the net after the sale amount. The Administrative Assistant will do more research.

There was discussion about the Certified Computers contract. Questions asked at the last meeting were answered: Equipment would be replaced in each 5 year agreement and new Microsoft Office Suite Software is included. A new question of how much the Town would owe on the hardware if the contract was canceled early was asked. The board requested the amount that would be owed if the contract were not funded in each year of the agreement.

Information was provided answering the questions about the DES Stabilization Issue. This was for wetlands damage done during a logging operation. The Town is informed of all actions but does not need to do anything.

Jo Beth Dudley brought up that the board needs to assign a representative to the Conservation Committee with the resignation of Anna Gilbody. Information regarding when meetings are

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held, when there next meeting will be, and minutes of their last meeting (in July 2019) was requested before anyone would commit to the time required.

Tamela Swan made a motion to accept the rate change from HealthTrust for 2020 and authorize Chairman Dudley to sign the form. Carol Sheltry seconded the motion and all approved it. There was discussion about current cost and what per cent the town paid. The board requested that HealthTrust be asked to answer basic questions about the coverage and to attend a meeting to inform the board about what the Town has and what options are available.

It was noted that the Town has elected another Electrical Power provider, other than EverSource. The Administrative Assistant will look into consolidating bills or at least being able to mail all bills in one envelope. There was also discussion about the fuel oil providers and putting this out to bid to consolidate the number of providers in hopes of reducing costs.

Information available at the meeting on the North Country Council will be scanned and emailed to Board members.

Jo Beth Dudley made a motion that two sets of non-public minutes from November 4th be approved as written. Tamela Swan seconded the motion and all approved it.

Bob Wentworth will be given copies of the detailed highway budget. It was noted that the 2020 budget was up $34,000. +/-. Bob will be asked if he would like to take on the Transfer Station budget again and, if so, be given a copy of that budget also.

Reports for the town clerk/tax collector will be given to Jessie and she will be added back as an updater for the web site.

The board would like copies of all available job descriptions and RSAs to determine where conflicts might occur.

At 8:40 PM Jo Beth Dudley made a motion to go into non-public to discuss Tax Collector Deeds, Legal Matters and Personnel. Carol Sheltry seconded the motion. Voting in the affirmative by roll call were: Jo Beth Dudley, Tamela Swan and Carol Sheltry.

Jo Beth Dudley made a motion to come out of the Non-Public session at 9:17. Tamela Swan seconded the motion and all approved it.

There was discussion about sealing the non-public minutes but it was determined that this was not necessary.

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There was no decision about the Administrative Assistant position and there will not be until the information requested earlier in the meeting is provided.

There being no further business, at 9:22 PM Jo Beth Dudley made a motion to adjourn which was seconded by Carol Sheltry. All three selectmen voted in favor and the meeting was adjourned.

The next Regular Board meeting is December 2, 2019 at 6:30 PM.

Respectfully submitted,

Tina Peabody

Temporary Administrative Assistant

Town of Dalton

**November 18, 2019 Minutes as** approved by the Select Board on \_\_\_\_\_\_\_\_\_\_\_\_\_\_.

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 Carol Sheltry, Select board Member

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 Tamela Swan, Select board Member

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Jo Beth Dudley, Select board Chairman