

Dalton Select Board Meeting

DRAFT Minutes of December 30, 2019 Meeting

Present were Selectmen: Chair Jo Beth Dudley, Carol Sheltry and Tamela Swan
Also present were John Swan, and Ron Sheltry, Fire Chief.

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

The Board signed AP and PR checks with discussion and questions. Only one of the two submitted invoices from KJM was paid. There was also a need voiced to review personnel policies as a request was made to pay off unused sick, vacation and holiday time.

After calculating the changes made by these payments to the YTD Total Town expenses the board decided to void the Avitar and Certified Computer checks that were being held and to re-issue them against the 2020 budget.

The board asked the Temporary Administrative Assistant to request an inventory of all vehicles and equipment valued over \$5,000, as a minimum, from the Highway, Police and Fire/EMS departments.

Jo Beth Dudley was given 5 of the correct "Oath of Office" forms for the ZBA Committee.

Jo Beth Dudley made a motion to accept the December 16th minutes as written. Carol Sheltry seconded the motion which was approved by all three selectmen.

The two Non-Public Session minutes will be brought to the January 6th meeting for approval.

There was discussion about the Cohos Engagement letter. Jo Beth Dudley and Tamela Swan will work on an email response to the recent email letter from Cohos to the Temporary Administrative Assistant which will be approved at the January 9th meeting. Cohos Associates will also be asked to attend the January 20, 2020 Board meeting which would start at 5:30 so that the board will have time for the discussion with Cohos and for the rest of their work.

After a brief discussion about three Certified Computer proposals Jo Beth Dudley made a motion to accept: The proposal to convert email to Office 365 at \$1,200 and the Monthly Office 365 Fee Proposal for 16 email addresses at 6.50/month each or \$104/month. Tamela Swan seconded the motion and all voted in the affirmative. Connecting the printer now in the Selectmen's meeting room to the new server was deferred for now.

The Temporary Administrative Assistant noted from the 2019 NHMA calendar that the last date to deposit Warranted amounts to a Trust fund was December 15th. The Temporary

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Administrative Assistant will contact DRA as to how to handle this as there were not any Trustees on that date.

After a brief discussion Carol Sheltry made a motion to accept the bid from Greg Woodward in the amount of \$245 for the 2009 Police Cruiser and have the chair sign the Bill of Sale. Tamela Swan seconded the motion and all approved it.

There was discussion about a letter received from Androscoggin Valley Regional refuse Disposal district noting that their tipping fee was \$20 less than that of North Country Environmental Services. There was discussion about how to move forward and the need to examine all of the costs and issues involved. This will be an ongoing project. The Temporary Administrative Assistant was charged with finding out if there is a potential rate increase for NCES in 2020 so that the board can budget appropriately.

There was discussion about the White Mountain Regional Airport's request for funding support. They will review the history.

In regards to the Lumbert letter she will be notified as to the appeal procedure.

The Temporary Town Administrator will try to ascertain more information from the Assessor as to the recent letter requested.

It was noted that the Burdett parcels recently combined had the wrong book and page. This information has been forward to the Planning Board.

Jo Beth Dudley made a motion to go into non-public session to discuss legal issues at 8:43 PM. Carol Sheltry seconded the motion. All three selectmen approved the motion and also by a roll call vote.

The Public meeting resumed at 8:54 PM. Carol Sheltry rejoined the meeting. Jo Beth Dudley made a motion to SEAL the minutes of the litigation Non-Public session with a second by Tamela Swan. Both voted in favor and Carol Sheltry recused herself. Jo Beth Dudley made a motion to seal the legal Non-Public session which was seconded by Tamela Swan and approved by all three selectmen.

Tamela Swan made a motion to go into non-public session to discuss personnel issues at 8:46 PM. Carol Sheltry seconded the motion. All three selectmen approved the motion and also by a roll call vote. Jo Beth Dudley and Tina Peabody recused themselves.

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The public meeting resumed at 9:12 PM.

Carol Sheltry made a motion to seal the Personnel Non-Public minutes which was seconded by Tamela Swan. The two selectmen voted in favor of the motion and Jo Beth Dudley recused herself.

There was discussion about the Conservation Commission and how to obtain minutes of their meetings and information of any actions that they take in regard to Wetlands or other matters. They directed the Temporary Administrative Assistant to send them a certified, return receipt required, letter requesting the information. Research will also be done regarding the rules and regulations pertaining to a conservation commission.

There being no further business, at 9:15 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 January 6, 2020 at 6:30 PM.

Respectfully submitted,

Tina Peabody
Temporary Administrative Assistant
Town of Dalton

December 30, 2019 Minutes as approved by the Select Board on _____.

Carol Sheltry, Select board Member

Tamela Swan, Select board Member

Jo Beth Dudley, Select board Chairman