

# Dalton Select Board Meeting

## *Minutes of February 17, 2020 Meeting*

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

Called to Order at 6:33 PM by Chairman Dudley.

Tamela Swan made a motion to approve the minutes of 2/10/2020 as presented. Carol Sheltry seconded the motion and all approved it.

Carol Sheltry made a motion to approve the minutes of 2/13/2020 as presented. Tamela Swan seconded the motion and all approved it.

The Board reviewed the information left at the 2/13/20 meeting by two members of the conservation commission. The Board decided not to act on Conservation commission chair Cory St Cyr's recommendation to retain the two members whose terms expired in January 2020. Jo Beth Dudley made a motion to confirm the Select Board's plan to request letters of interest, for the two expired position on the Conservation Commission, with the qualifications that the applicants bring to the Commission. The letters of interest to be received in the Administrative Assistant's office by noon on March 12, 2020 and to be reviewed on March 16, 2020 by the Select Board. Carol Sheltry seconded the motion and all approved it.

The Board proofed the Annual Report with formatting changes needed to be made to the Trust Fund Report and term and a name spelling change be made to the page listing town officials and expiration of their terms.

Tamela Swan requested that the Interim Administrative Assistant consult Jessie Wentworth about the Quick Books posting for the Trust Fund Withdrawals.

Carol Sheltry asked that a Town credit card be obtained.

There was more discussion about the Conservation Commission and the Right to Know law. The board would like to offer training to all town employees on the Right to Know law in the next several months.

Chair Dudley read Tina Peabody's letter of resignation, which the board had tabled several weeks ago, which has an effective date of 3/20/20. Tamela Swan made a motion to accept the resignation and Carol Sheltry seconded the motion. Carol Sheltry had thought that they were going to have more discussion on the job description for the administrative assistant position before acting on the letter. Chair Dudley said they would continue with that discussion but it was not fair to leave the matter unaddressed. Carol Sheltry and Tamela Swan voted to accept the motion and Jo Beth Dudley recused herself.

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Carol Sheltry stated that, unless there were objections, she would send the Transfer Station tonnage information to the Carberry facility as had been requested. There were no objections.

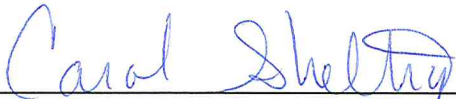
Ron spoke about a DES issue with the Dalton Store, just to keep the board informed.

There being no further business, at 8:48 PM Jo Beth Dudley made a motion to adjourn which was seconded by Tamela Swan. All three Selectmen voted in favor and the meeting was adjourned.

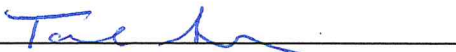
Respectfully submitted,

Tina Peabody  
Interim Administrative Assistant  
Town of Dalton

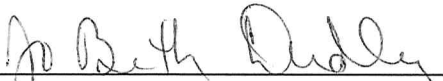
**February 17, 2020 Minutes** as approved by the Select Board on 2/24/2020.



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Carol Sheltry, Select Board Member



\_\_\_\_\_  
Tamela Swan, Select Board Member



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Jo Beth Dudley, Select Board Chairman