

**Monday, December 12, 2022 6:30 PM**  
**Regular Session**  
**Dalton Select Board**

Call to order at 6:30 pm by Tamela Swan. Select Board members Jo Beth Dudley attended via phone, Carol Sheltry and Tamela Swan were present. Town Admin, Jeanette Charon present and note taking.

Jo Beth motioned that Tamela Swan chair the meeting since she is in person. Second by Carol and approved via roll call.

Public attendees: Jon Swan, Vic St. Cyr, Tom Dubreuil, Robin Pilotte, Joe Dumas as well as others who chose not to sign in.

The Select Board signed an Intent to Cut for Timber (Yield) Tax.

The Select Board reviewed and approved working meeting minutes from the meeting on November 19, 2022, without amendment. Tamela motioned, Carol second and approved by roll call.

The Select Board reviewed and approved meeting minutes from the meeting on November 28, 2022, as amended. Tamela motioned, Carol second and approved by roll call.

November 28, 2022 non-public session minutes #1 were approved, motioned by Tamela, seconded by Carol, and approved unanimously via roll call vote.

November 28, 2022 non-public session minutes #2 were approved, motioned by Tamela, seconded by Carol, and approved unanimously via roll call vote.

November 28, 2022 non-public session minutes #3 were approved, motioned by Tamela, seconded by Carol, and approved unanimously via roll call vote.

The Select Board reviewed and approved working meeting minutes from the meeting on December 3, 2022, as amended. Tamela motioned, Carol second and approved by roll call.

Tamela motioned to approve Woodsville Guaranty for our TAN. Carol second with an approval via roll call. Documents will be executed at Woodsville Guaranty Savings Bank in Littleton on Tuesday, December 13, 2022.

Sullivan Creative opted to keep their website proposal the same as originally submitted. Their proposal is over double the proposal received from Green Light's proposal. The hosting and service options as well as ADA Compliance were discussed. Jeanette will look into the hourly rate from Green Light in lieu of an annual service contract and try to get additional information for ADA Compliance recommendations.

HealthTrust provided the quote for life, short-term and long-term disability benefits for the Town of Dalton employees. The proposals were provided to the SB for their review and comment. The deadline is the first week of January 2023 for a February 1, 2023 start. Option 1 for life insurance would be a good benefit at a minimal cost for the town.

Jo Beth motioned to offer the Option 1 Level Life Insurance for the FT employees. Tamela second with approval via roll call.

Tamela asked that Jeanette review what the surrounding towns offer for STD and LTD so a decision can be made at our next meeting.

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QuickBooks has changes coming effective July 2023. Pricing for the program is increasing with a push to move users to their online platform. Jeanette will speak with others to see what is being used for municipal finance management. We will discuss further at our next meeting.

Current budgets will be sent to department heads with 2023 budgets due by Thursday, January 5<sup>th</sup>.

The cybersecurity grant for our SCADA System is pending due to the assessment, now being handled by the EPA. The deadline has been extended to June 2023. We will submit a preliminary application to get into the program and the assessment will be done asap. Jeanette maintains status of the project and application with Jennifer from NHDES.

No meeting will take place on Monday December 26, 2022 in observance of Christmas. Monday, January 9, 2023 will be the next regularly scheduled Select Board public meeting. AP and payroll will be processed on Tuesday, December 27<sup>th</sup> and will be signed outside the regular meeting cycle.

Tamela motioned to enter nonpublic session at 7:28pm. Second by Carol with approval via roll call.

Tamela motioned to return to public meeting at 7:50pm. Second by Carol and approved via roll call.

Tamela motioned to seal nonpublic minutes #1 and #2. Second by Carol with approval via roll call.

Carol motioned for reimbursements to be requested from Capital Reserves for Dispatch and Master Plan expenses. Tamela second with approval via roll call.

Tamela made a motion with a second by Carol to adjourn the meeting at 7:52pm. Motion passed unanimously by roll call vote.

Minutes Respectfully submitted by Jeanette Charon.

Minutes Approved On: 12/23/22 (date)

Jo Beth Dudley

Jo Beth Dudley

Carol Sheltry

Carol Sheltry

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Tamela Swan