

Monday, May 1, 2023 6:30 PM
- Regular Session
Dalton Select Board Meeting

Call to order at 6:48 pm by Jo Beth Dudley. Select Board members Jo Beth Dudley, Carol Sheltry and Thomas Dubreuil (Tom) were present. Town Admin, Jeanette Charon present and note taking.

Public attendees: Warren Green, Vic St. Cyr, Scott Kleinschrodt, Christine Ordinetz, Terri Parks, Eric Pilotte, and Robin Pilotte as well as others who chose not to sign in and/or could not be identified.

The Select Board signed AP checks and payrolls checks, Gravel Intents, Timber Tax Warrants, and the Sewer Tax Warrant for 1st quarter. Christine Ordinetz asked general question regarding Gravel Intents, permits and taxes. Jeanette and Eric Pilotte answered her questions.

The Board reviewed the March 2023 bank reconciliations and profit and loss statement. Tom had questions regarding checks written from the Conservation Commission account. Jo Beth and Jeanette reminded him that the DCC controls their own funds without Select Board approval required. Tom declined signing off on the reconciliation since he did not agree with the expenditures.

Jo Beth executed the commitment letter and corresponding documents for the Hazard Mitigation Plan update. These documents will be submitted through Ron Sheltry, our Emergency Management Coordinator. Motion made by Jo Beth with a second from Tom. Approval via roll call.

The Board reviewed and approved meeting minutes from the April 17, 2023 Select Board Meeting, without edit. Carol motioned with a second from Tom. Approved via roll call vote. Tom asked Jeanette to email minutes ahead of time for review prior to the meeting to save time. Jo Beth mentioned that they usually are. Jeanette confirmed she will do so going forward.

The Board reviewed and approved minutes from the April 17, 2023 non-public meeting #1 regarding Legal. A motion came from Carol with a second from Tom. Approved via roll call.

Rules of Select Board Meeting Procedures were sent to the Board to review for discussion for this meeting. Vic St. Cyr stated there was a Town Charter that would provide the information we were discussing. Terri Parks stated such information was not in the Charter she had seen. Vic stated there was a version he had signed when he was on the Select Board. Jo Beth stated she had not seen anything since she was on the Select Board. Tom asked for more time to review documents. Jo Beth to provide her edits with review and discussion moving to the agenda for May 15, 2023.

Jeanette provided the personnel policy with Bob Wentworth's notes for review and discussion. Christine Ordinetz asked if there were major revisions. Jo Beth explained the proposed changes for the Highway Department employees' vacation and sick time rollover/payout policy. Tom asked for more time and proposed that Bob come in to discuss the changes he proposed. Jo Beth confirmed she would be ok with that. Topic to be on the agenda for May 15, 2023.

Jeanette presented a proposal from GreenLight for the website agenda/meeting minute filter/sorting option. The Board found the cost to be exorbitant. Jeanette will let the web designers know and seek alternative options.

Municipal Resources, Inc. confirmed implementation of the municipal accounting software is estimated to take approximately 14 weeks and includes import of three years of QuickBooks data. Project start date is mid-summer. QuickBooks will no longer support payroll services as of May 31, 2023. Jeanette

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spoke with Nancy from Northway Business Services to explore options to bridge the gap. Nancy will provide a solution and cost.

Jeanette reported that the CAI Technologies will go live with the interactive AxisGIS map system. She will work with Nick to update the CAMA information prior to the system going public in the next week or two.

Jo Beth asked if both Tom and Kyle were registered for the NRRRA Recycling Conference. Jeanette confirmed. Tom stated they reviewed the agenda and chose to attend the 1st day.

Scott Kleinschrodt was present and asked if the posting for committee volunteers was made on the website. Jeanette confirmed. No additional update was available. Scott confirmed he planned to reach out to the former Police Chief from Lisbon to discuss options since they went through the process in the past. Jo Beth confirmed there were many options. She noted that collecting the background data as noted in the project outline would facilitate discussion at committee meetings. Scott confirmed he would provide an update at the next meeting.

Jeanette confirmed most of the building security updates have been completed. We are waiting on the camera replacement and key fob installation on the meeting room door. The Fire Department also was awaiting hardware installation for monitoring. Jeanette will reach out to Lufkin again for an update.

The flagpole has arrived along with the replacement flags. Jeanette will inform Bob Wentworth and Brian Parks so installation can be scheduled once the weather breaks. Jeanette was able to save on shipping costs by ordering via Amazon Prime so the project should come in under budget.

Terri Parks confirmed she had approximately 30 flags on hand from last year. The price on Amazon had increased slightly from last year. Jeanette asked for the flag specs so she could research pricing since she had just received a catalog in the mail. Terri agreed to send. Jeanette agreed to place the order.

The Facility Use Plan as distributed at the last meeting was discussed. Jeanette sought advice from Primex regarding alcohol consumption on town property. Primex could not provide a blanket answer but advised us to follow town ordinance and previous processes regarding special situations allowing exceptions. Jeanette will do some research on the ordinance and previous exceptions and report back to the Select Board. Christine Ordinetz mentioned she had to take a "Serve Safe. Safe Serve." class when she bartended. Along with Primex's advice, Jo Beth confirmed we would require a bartender if any event exception was approved for an event providing alcohol. Requirements for a BYOB event are to be determined.

Nelson Property Services provided a proposal for lawn care for town property including our three cemeteries. While it is more than we spent in 2022, the proposal was reasonable. Tom asked if this was something the Highway Department could perform. Jo Beth confirmed this may be possible, if they have time amongst the highway repair work of the summer; however, the town does not currently own the equipment needed to perform the work adequately. Jeanette mentioned there were issues in the past with damaged stones and monuments at the cemeteries, per Brian Parks. Jo Beth agreed this was an option we should investigate going forward but we are too close to mowing season to do it now. Tom agreed. Jo Beth motioned to accept Nelson's proposal. Carol second. Approval via roll call vote.

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Jo Beth commended those who participated in the Dalton Conservation Commission Spring Roadside Cleanup Event on Saturday, April 29th. Many participated before the event as well as before/afterwards. Terri Parks mentioned there were roads that didn't get as much attention as we would have liked but we did fill two trailers and a pickup bed full of trash. Jeanette mentioned nearly all the trash could have been recycled had it not been thrown roadside. Unfortunately, all the pickings went into the trash since they were too dirty/spoiled for recycling. Scott Kleinschrodt asked if he could get some more bags to finish a stretch on 142; Jeanette confirmed that would be no problem. The Highway Department finished picking up blue bags from roadsides today.

No word has been heard from NHDES on the Cybersecurity Grant submitted for the Pumping Station Sewer work. Jeanette will touch base with them this week. We did hear back on the NH Clean Diesel Grant Program on Tuesday, April 18th with confirmation that we were chosen for the grant. The next steps are to hold the Public Hearing (held prior to tonight's meeting) and complete the required documentation for submission to DES so final approval can be obtained from Governor Sununu and the Executive Council. Jeanette will search for some grant possibilities for speed monitoring on town roads like Route 135 and French Road.

Jo Beth asked to attend NHMA's *A Hard Road to Travel* Workshop covering New Hampshire's law of local highways, streets and trails. Carol motioned with a second by Tom. Approval via roll call vote. Jeanette will register Jo Beth for the course.

We received the 2022 Equalized Valuation Receipt from the State of New Hampshire. Jo Beth asked if the 2021 report was available. Jeanette did not look for it as the new report just arrived today. The Select Board asked for last year's report to be provided with the new report in the next meeting. Jeanette confirmed she would look for it.

Tanner Milling provided the annual leak monitoring test report. Our tanks are in good shape and passed inspection. Rob Blanchette was our licensed operator and he is gone. Bob requested both Mike and James take the course and test. Jeanette will register them for the online course and test.

Carol asked if the Boiler Permit needed to be updated yet. Jeanette hasn't seen anything come across for that yet. She will let Carol know once she hears anything.

Jeanette asked for permission from the Select Board on behalf of Dalton Neighbors to plant perennials and bulbs on town property. The group would like to develop Mother's Memorial Garden's at the Municipal Building and Old Town Hall. Plantings will be low maintenance with care performed by group members. Jo Beth motioned for the Select Board to support the positive activity of the Group. Tom second. Approval via roll call vote. Jo Beth commended the Group on the positive marks being made on our community.

Public Comments:

Terri Parks found the deed information for Tillotson Park, deeded to the Town of Dalton on 8/27/1931 as long as the town uses and maintains the property for use by the Town. Bobb Wentworth used to provide fuel to Frank Tillotson who maintained the lawn in the park area. There is currently no sign at the park. Additionally, there was a strip of land deeded to the Town on 5/2/1928 that appears to be

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Bridge Hill Road and bridge over the Connecticut River. Terri will provide scanned copies of the deeds to Jeanette for recordkeeping. Vic St. Cyr stated that we need to continue maintaining the property. Eric and Robin Pilotte stated they've seen a woman with kids riding horses in the field. Carol mentioned that we could reach out to the Tillotson's regarding the property.

Jo Beth motioned to go into nonpublic session for Legal. Nonpublic session entered at approximately 8:54 pm with a second from Carol and approval via roll call vote.

Jo Beth motioned to seal the Legal minutes from the non-public session. Carol second. Approval via roll call vote.

Jo Beth motioned to re-enter public session at approximately 9:25pm. Second by Carol. Approval via roll call.

Jo Beth made a motion with a second by Carol to adjourn the meeting at 9:26 pm. Motion passed unanimously by roll call vote.

Minutes Respectfully submitted by Jeanette Charon.

Minutes Approved On: 5/15/23 (date)

Jo Beth Dudley

Jo Beth Dudley

Carol Sheltry

Carol Sheltry

Thomas Dubreuil

Thomas Dubreuil