

Monday, June 26, 2023 6:00 PM
Regular Session
Dalton Select Board Meeting

Call to order at 6:07 pm by Jo Beth Dudley. Select Board members Jo Beth Dudley, Carol Sheltry (arrived approx. 6:15) and Thomas Dubreuil (Tom) were present. Town Admin, Jeanette Charon present and note taking.

Jo Beth motioned to enter into nonpublic meeting #1 regarding legal/personal at 6:08pm. Tom second.

Jo Beth motioned to re-enter public session at 6:30 with a second from Tom and approval via roll call.

Jo Beth motioned to seal minutes from non-public meeting #1. Tom second with approval via roll call.

Public attendees: Pam Kathan, Vic St. Cyr, Michael Ryan, Joe Dumas, and Terri Parks as well as others who chose not to sign in and could not be identified.

The Select Board signed AP checks and payroll checks, a .GOV Domain Request Letter, one Salvage License, a Vote of Verification for Cybersecurity Wastewater Grant accepted at the June 12, 2023 Public Hearing for Acceptance of Unanticipated Funds.

The Board reviewed the bank reconciliations and P&L Statement for May 2023. Tom asked about a \$70k receipt shown on the P&L statement. Jeanette provided the answer that the deposit was from the Trustees of the Trust Funds for the Highway Dept. F600 truck purchase. He asked if the money came out of the Highway Department budget. Jeanette informed him the funds came from the Highway Capital Reserve for vehicle replacement.

Tom made numerous comments about the complexity of the P&L Statements and confusion on seeing things clearly. Jo Beth explained the P&L and pointed out the detailed expenditure categories that are provided on the P&L statements. QuickBooks doesn't have the best reporting options and it's difficult to make things out when you're unfamiliar with the report layout. We are hoping the new municipal software will help alleviate that. We did remind him that accounts are setup based on the Dept. of Revenue's (DRA's) rules and categories.

Carol asked if we could place a "VOID after # days" on our checks to alleviate the outstanding checks dating back to last year. After discussion, it was determined we should add the "VOID" clause on our new checks once we need to order. Jo Beth proposed we check to ensure the town can't be held liable if the payee doesn't cash the check within the specified period of time. We also will investigate whether or not we are required to contact the payees prior to the void period.

The Board reviewed and approved the meeting minutes from the June 12, 2023 Select Board Meeting. Tom motioned with a second by Carol. Approval via roll call.

The Board reviewed and approved the meeting minutes from the June 12, 2023 Public Hearing for Accepting Unanticipated Funds for the Cybersecurity Wastewater Grant awarded by NH DES. Tom made a motion with a second by Carol and approval via roll call.

The Select Board approved minutes from nonpublic meeting #1 regarding legal, from June 12, 2023. Tom motioned with a second by Carol. Approval via roll call.

The Select Board approved minutes from nonpublic meeting #2 regarding legal, from June 12, 2023. Tom motioned with a second by Carol. Approval via roll call.

Monday, June 26, 2023 6:00 PM

Regular Session

Dalton Select Board Meeting

The Select Board approved minutes from nonpublic meeting #3 regarding legal, from June 12, 2023. Tom motioned with a second by Carol. Approval via roll call.

The Select Board reviewed the new website design and layout. Random comments were made and are being compiled separately to be forward to GreenLight for their use in updating the current design. Jo Beth suggested we have others look at the site to provide valuable feedback as well. Jeanette will forward the link to the Select Board as well as others on the committee and ask for feedback.

Jo Beth inquired about the accounting software update and if it was on track. Jeanette let her know it was and they were currently working on setting up our accounts for the system.

The meeting with Granite State Water to discuss the pump station and town sewer system was postponed and rescheduled for Tuesday, June 27, 2023. Jeanette will provide an update at the next meeting.

Scott Kleinschrodt provided an update on the Crime and Public Safety Committee meeting. Only one meeting has taken place as there was no request for a posting of the proposed second meeting. A set schedule of the 1st and 3rd Thursday of each month has been set by the committee. Jeanette posted this information on the bulletin board and the website.

The Facility Use Policy and Board of Selectman Rules of Procedure have been pushed back multiple times. Jo Beth would like to review these policies and make the necessary updates at the July 10, 2023 meeting. She has asked for everyone be prepared to do so.

Jo Beth asked for an update on the Speed Monitoring Units Grant with NH DOS. Jeanette confirmed that we have completed everything required at this time and we should see something no later than October 1st, when funding starts again.

The town owns several properties that will be put up for sale this year. Jeanette reached out to two different auction companies to obtain proposals for their auctioneering services. One company provides full-package services including legal services for the auctioneering of the property and sale. The Board asked Jeanette to have them come speak to the Board in person to share the company details and process. Jeanette will setup a meeting.

Vic St. Cyr asked what properties were being sold. Jeanette replied that the property information was not yet being released. Vic stated it was public knowledge, as Jeanette mentioned earlier, and Jeanette stated he would have to wait for it to be released to the public. He said he was formally asking via Right to Know (RTK); Jo Beth asked all RTK's be issued in writing to avoid ambiguity. Vic stated that since it was a public meeting, he didn't have to submit it in writing and he would be looking for the answer in 7 days. Jeanette informed him RTK's have a 5 days' notice requirement. He replied he would be looking for the information in 5 days then.

Primex sent over updated Property & Liability Coverage Updates for our policies. This is just informational at this time. The Select Board reviewed and Jeanette will file.

Jeanette asked the Select Board if she could purchase a lockbox to be installed outside. We have been having issues with C.N. Brown tickets/invoices and not receiving them. They will only drop off tickets at the time of delivery if we have a lock box. Additionally, some residents have mentioned that it'd be nice

Monday, June 26, 2023 6:00 PM

Regular Session

Dalton Select Board Meeting

to have a locked box where they can drop off payments. Jo Beth motioned approval for the purchase with a second by Carol. Approved via roll call.

The Dalton Conservation Commission (DCC) is requesting permission to plant a pollinator garden in the back of the Municipal Building. Jo Beth mentioned how nice that would be and that we should come up with a plan for the grounds which once housed playground equipment. Asking where that equipment was, Vic St. Cyr mentioned he thought it was removed when the back lot was logged. Jeanette mentioned that she was told it was taken down due to liability issues with insurance. It's believed the equipment is at the Highway Department. Discussions regarding use of the land behind the Municipal Building will be forthcoming.

Jeanette is set to meet with the Asbestos Abatement Contractor Wednesday morning to walk through the building and provide a price for abatement. Vic St. Cyr asked what the plan was for the abatement to which Jeanette replied a plan would be discussed with the Contractor. Vic kept stating that we needed a plan first. Jeanette disagreed and informed Vic that the best plan of action and most affordable way to complete the work would be determined once we received pricing. Both Vic St. Cyr and Tom Dubreuil asked when the contractor would be present and Jeanette let them know it'd be Wednesday morning. They both stated they wanted to attend and Jeanette confirmed that'd be great and to contact her for a time.

The White Mountain School District reached out to ask if their November 9, 2023 Board Meeting could be held in Dalton. Jo Beth, Carol and Tom, all thought it would be nice to have the meeting in town. Jeanette mentioned it may need to happen in the gym since they have 12+ people on/with the Board and then we would need room for an audience. The Select Board agreed.

Tom asked about the debit card for the town and stated it has a cash withdrawal of \$300 on the card. He stated that wasn't allowable and needed to be removed immediately. Jeanette stated she didn't think she could get cash since she doesn't even have a PIN. Jo Beth didn't think that was active on our account. Jeanette will check with Linda (Treasurer), who is presently on vacation, and make sure that option is turned off if it is currently active on our account cards.

Tom brought up the Conservation Commission and a letter sent by Jon Swan on behalf of the Conservation Commission to Casella's attorney Bryan Gould, in response to a letter the Conservation Commission received from Mr. Gould regarding a site visit at the proposed GSL location. Tom doesn't believe Jon should be responding to the letter on his own accord, pushing his own agenda. Jo Beth let Tom know this was a Conservation Commission matter, not a Select Board issue and that Tom could bring it up to Jon at the next DCC meeting. Vic St. Cyr asked if Jo Beth knew about the letter. Carol stated that the Select Board all received a copy of the correspondence. Jeanette confirmed. Vic asked Jo Beth again if she got the Conservation Commission letter, and Jeanette reiterated that the Select Board had been copied on the email communication sent on behalf of the DCC. Tom stated he would take it up at the next DCC meeting.

Pam Kathan w/Ampersand reminded the Select Board that their PILOT agreement was up for renewal this year. The agreement is typically done for 5 years at a time. Sansoucy will generally assess utility properties but Jo Beth wanted confirm this and ask our residential assessor, Gary Fournier, if he should be involved. Jeanette will ask and report back to the Board so a meeting can be scheduled.

Monday, June 26, 2023 6:00 PM

Regular Session

Dalton Select Board Meeting

Michael Ryan thanked Jeanette for a copy of the DRA letter regarding the Veteran's Credit Readoption Issue. He stated there were attachments he didn't have. Jeanette said she didn't get them either. Jo Beth remembered the attachments had been provided with separate communication from DRA regarding this issue. Jeanette stated she would look for the information and let Michael Ryan know when she had it.

Jo Beth motioned to enter nonpublic meeting #2 regarding legal/personal, #3 regarding legal, #4 and #5 regarding personnel at 8:34pm. Tom second with approval via roll call.

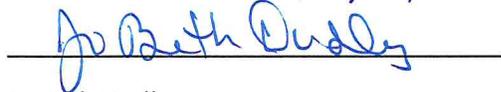
Jo Beth motioned to go back into public session at 9:50pm. Carol second with approval via roll call.

Jo Beth motioned to seal minutes for nonpublic meetings 2, 3, 4, and 5. Carol second with approval via roll call.

Jo Beth motioned to adjourn the meeting at 9:55pm. Carol second with approval via roll call.

Minutes Respectfully submitted by Jeanette Charon.

Minutes Approved On: 07/10/2023 (date)



Jo Beth Dudley



Carol Sheltry



Thomas Dubreuil