***DRAFT* Minutes of October 21, 2019 Meeting**

Present were Selectmen**:**  Chair Jo Beth Dudley and Carol Sheltry

Called to order: 6:35 PM by Chair Dudley

Jo Beth Dudley called Tamela Swan up to be sworn in as the appointed selectman to fill Anna Gilbody’s position until the March elections. A member of the audience, David Spreadbury, vehemently objected to this appointment. Chair Dudley explained that the decision had been made at the last board meeting and no one was there to object. Mr. Spreadbury left the meeting. Tamela Swan was sworn in as selectmen for 6 months.

There was a brief explanation of board procedures.

Checks and other documents were signed and reviewed.

Cathleen Fountain requested someone to let her into the building and the select board meeting room on October 25th by 6:30 PM so that she can set up and hold her noticed Supervisor’s meeting from 7-7:30 or whenever all have been registered. Carol or Ron Sheltry will take care of this.

Jo Beth Dudley made a motion to approve the September 23rd Non-Public Minutes as presented. The motion was seconded by Carol Sheltry. Jo Beth Dudley and Carol Sheltry voted in favor of the motion. Tamela Swan recused herself as she was not on the board on that date.

Carol Sheltry suggested alternate wording to a paragraph in the October 7th minutes and with that change agreeable to she and Jo Beth Dudley Carol Sheltry made a motion to accept the minutes as amended. Jo Beth Dudley seconded the motion and both voter in favor of the motion. Tamela Swan again recused herself.

There was discussion about a December 2017 accident for which damages are being sought by EverSource. The incident is under review and a claim has been initiated with Primex, the Town’s insurer. So far a police report of the accident has not been located. The Administrative Assistant will ask the road agent if he has a written report of the incident. This led to a discussion about having a policy to always make a written record for all incidents. The board discussed reviewing the Town’s Policies and updating them as needed.

The Bowman Zoning Application was marked approved with the following attached to the application:

“After discussion Jo Beth Dudley made the following motion: for the previously named Phase 1, to approve ONLY 2 apartments in the existing barn/garage (i.e.: outbuilding) with the following conditions: the Current footprint of the barn/garage must be maintained. The current structure is non-conforming as to the setback requirements. Therefore, the building may be expanded through the addition of stairs or entry porches provided those added structures do not bring the building within 35 feet of an abutter’s building.

NO changes to the existing house (with three current apartments) are approved. Phase 2 and any subsequent Phases are not approved. All buildings must comply with NH State Fire and Building Codes, NH Septic approval and any other local or state requirements. Carol Sheltry 2nd the motion and the motion was approved by both selectmen.”

Jo Beth Dudley wondered if we had received Casella’s recording of the Public Hearing and/or meeting. We have not.

The board read a letter sent by interested citizens asking the board to look into using AVRRDD instead of Casella. Carol Sheltry agreed to do some research and bring a comparison of costs back to the board.

The Administrative Assistant read a letter from BCM Environmental & Land Law, PLLC that they are suspending the Right-to-know request dated August 16, 2019 because of the extreme time demands and lack of needed equipment to comply with the request. This led to a discussion that the copier/printer is not included in the Certified Computer Solutions contract. We need to come up with required specifications and then put out to bid for a copier/printer/scanner lease. Tamela Swan offered to do the research once we have the specifications.

There was also discussion that there are digitized maps available at the Coos County Registry of deeds. There is a fee for access but these serve as a backup should our hard copy maps be somehow destroyed.

BCM Environmental & Land Law, PLLC had written a letter to the select board and the moderator received July 29, 2019 with concerns of how the moderator managed the Public Hearing. After discussion Jo Beth Dudley made the following motion: The Select Board has reviewed the letter from BCM Environmental & Land Law, PLLC and as the letter is in regards to a meeting that has already occurred no further action is required. Tamela Swan seconded the motion. Jo Beth Dudley and Tamela Swan voted in support of the motion. Carol Sheltry recused herself.

There were several letters of interest read and it was determined that no board action was required. The board authorized $50 for Tamela Swan to attend the NCC Annual meeting with a motion by Carol Sheltry and second by Jo Beth Dudley. All voted in the affirmative.

Tamela Swan needs to be set up with a town email address so that she can keep town business separate from her personal email. The NRRA conference was discussed and the board authorized Kyle MacBean to go if he wanted to and could and the Town will pay for it. Jo Beth made a motion to that effect and Carol Sheltry seconded it. All voted in favor.

After discussion Jo Beth Dudley made a motion to accept the $19,926.85 State of NH 2019 Municipal Aid and to use it to reduce the 2019 tax rate. Carol Sheltry seconded the motion and all voted in the affirmative. It was suggested that this information be put up on the Web Site.

Cathleen Fountain presented an invoice for the Library’s third and fourth quarter payments which are both now due. This will be added to the bills to be paid November 4th.

There was discussion and review of the budget. Detailed department budget reports will be prepared and emailed to the board and the departments. The chair, in the absence of the Administrative Assistant, will send out a request to department heads to attend the November 4th or future meetings as time and availability allows.

Jo Beth Dudley made a motion to go into Non-Public at 9:43 to discuss litigation. Carol Sheltry seconded the motion and by roll call Jo Beth Dudley, Carol Sheltry and Tamela Swan voted in support of the motion.

The public session resumed at 9:51 PM.

Jo Beth Dudley made a motion to seal the non-public minutes which motion was seconded by Carol Sheltry. All three selectmen voted in support of the motion.

There was discussion about the need to appoint a new Select Board liaison to the Conservation Committee. This decision was postponed until the next meeting.

There being no further business, at 9:58 PM Jo Beth Dudley made a motion to adjourn which was seconded by Carol Sheltry. All voted in favor and the meeting was adjourned.

Next Regular Board meeting is November 4th at 6:30 PM.

Respectfully submitted,

Tina Peabody

Temporary Administrative Assistant

Town of Dalton

**October 21, 2019 Minutes as** approved by the Selectboard on \_\_\_\_\_\_\_\_\_\_\_\_\_\_.

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 Carol Sheltry, Selectboard Member

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 Tamela Swan, Selectboard Member

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Jo Beth Dudley, Selectboard Chairman