

Dalton Select Board Meeting

Minutes of December 16, 2019 Meeting

Present were Selectmen: Chair Jo Beth Dudley, Carol Sheltry and Tamela Swan
Also present were John Swan, and Ron Sheltry, Fire Chief.

Called to Order at 6:39 PM by Chairmen Dudley.

Carol Sheltry made a motion to go into non-public for personnel reasons bringing Eldora Bigelow with them. Tamela Swan seconded the motion and all three selectmen approved the motion including by a roll call vote. Jo Beth Dudley and Tina Peabody recused themselves from the non-public session.

The public session resumed at 7:10.

Rosemary and Clifford Carter had joined the meeting at 6:45. They had concerns about the Trustees of Trust fund position and the required reporting with the MS9. After discussion and confirming that Tammy York-Letson of Cohos Advisors, who support the town's accounting and do many of the required state reports for them, would be available to assist them and answer any questions. Tammy was at one time a Dalton Trustee of the Trust Funds. She would also do, or assist them with, the MS9 report. Being reassured they reaffirmed their oath of office by signing the new, correct, oath of office forms. They were also given a bank information sheet to complete and take to the Passumpsic Bank where they will execute signature cards.

Jo Beth Dudley requested 5 of the correct "Oath of Office" forms for the ZBA Committee.

Tamela requested a detail expense report for the Fire Department as she cannot locate her copy. Detailed expense reports will be sent to the board.

There was discussion about more detail about what the items being paid are. The form completed for them will be looked at to see if it can get the information the board is looking for.

There was discussion about the Police Department budget and also what are the duties and responsibilities of the police department and personnel. John Tholl will be asked to attend a board meeting to address board concerns.

The board also mentioned that they had not yet received an inventory from the Fire and Highway Departments as requested.

The board continued to sign AP and PR checks with much discussion. The board is concerned about going over budget as they are very close. The Avitar and Certified Computers checks

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will be held and perhaps voided. There was discussion about the Cohos Advisors letter of engagement. A copy of last year's engagement letter was obtained for them. The board would like to meet with them as they have questions and concerns.

The Temporary Administrative Assistant was directed to obtain information about the Milton Cat Lease for the Backhoe. There were questions about to which account this payment should be posted.

The Select Board signed: The \$5,000 Warrant Article check for the Police Cruiser Trust Fund; a Current Use Application; and an Intent to Cut form.

Jo Beth Dudley updated the board on the progress the Planning Board is making regarding drafting Dalton Zoning Ordinances. They would like to have the Town's Attorney review the draft that will be presented at the 12/18/19 meeting. This would be a brief overview to make sure they are proceeding in the right direction. They have tried to follow the Master Plan and to keep it simple. There was discussion about Wet Lands and Flood Plains.

Jo Beth Dudley made a motion to allow the Planning Board, at their request, to submit their latest draft of the Dalton Zoning Ordinances to the Mitchell Municipal Group, PC for an approximate two hour review at a cost of approximately \$500. Tamela Swan seconded the motion which was approved by the three selectmen. The Selectmen will also be given a copy of this latest draft.

There was discussion about three Certified Computer proposals: 1) 1-Time fee to convert email to Office 365 - \$1,200; 2) – Monthly Office 365 Fee for 16 email addresses at 6.50 each or \$104/month; and 3) – Cost to connect the old printer now in the Select Board meeting room to the new server when installed - \$497.50. The Select Board believes these are valid proposals but want to look at the budget again before approving. No motion was made.

Tamela Swan made a motion to accept the December 9th minutes with two changes of "Shelby" to "Sheltry" made on the first page. Jo Beth Dudley seconded the motion which was approved by all three selectmen.

Jo Beth Dudley made a motion to accept the December 9th Non-Public minutes. Carol Sheltry seconded the motion and all three selectmen approved it.

Jo Beth Dudley made a motion to go into non-public session to discuss legal issues at 9:51. Carol Sheltry seconded the motion. All three selectmen approved the motion and also by a roll call vote.

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The Public meeting resumed at 10:08 PM. Carol Sheltry rejoined the meeting. Jo Beth Dudley made a motion to SEAL the minutes of the Non-Public session with a second by Tamela Swan. Jo Beth Dudley and Tamela Swan approved the motion and Carol Sheltry recused herself from the vote.

The Selectmen initiated an expense reimbursement voucher for the Temporary Administrative Assistant for office supplies from Staples.

The Temporary Administrative Assistant made the board aware of a letter emailed to them from Nancy Mittleman regarding the possibility of a Casella Waste Disposal System in Dalton and encouraged them to come together with Coos and Grafton counties and surrounding North Country towns to locate a suitable site for a municipal owned and operated landfill. This reminded Jo Beth Dudley of an article in the December 10th Berlin Sun in which Androscoggin Valley Regional Refuse Disposal District Executive Director Sharon Gauthier indicated that “The district is interested in working with N.H. communities for disposal at Mt. Carberry”. Carol Sheltry will follow up on this.

There being no further business, at 10:16 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.

The next Regular Board meeting is December 30, 2019 at 6:30 PM.


Respectfully submitted,

Tina Peabody
Temporary Administrative Assistant
Town of Dalton

December 16, 2019 Minutes as approved by the Select Board on 12/30/19.



Carol Sheltry, Select board Member



Tamela Swan, Select board Member



Jo Beth Dudley, Select board Chairman