

# Dalton Select Board Meeting

## *DRAFT Minutes of April 20, 2020 Meeting*

Present were Selectmen: Chair Jo Beth Dudley, Carol Sheltry and Tamela Swan. There were no remote participants.

At 6:25 PM Chair Dudley opened the Remote Meeting application and tested that the connection was active with Tamela Swan.

At 6:30 PM Chairman Dudley Called the meeting to Order.

Jo Beth Dudley made a motion to seal the minutes of the 4/13/20 Non-Public Session which motion was seconded by Carol Sheltry. All three approved the motion by a roll call vote.

Tamela Swan made a motion to approve the minutes of the April 13<sup>th</sup> meeting with the following changes: on page 2 in the paragraph on the Police Contract change the second sentence to read: "...equipment he has borrowed for use by the Coos County Sheriff's Department" and in the next paragraph change "...a train to hire method..." to "...a temp to permanent hire method...". Carol Sheltry seconded the motion and all three selectmen approved the motion by a roll call vote.

Tamela Swan made a motion to accept, as presented, the 4/13 Non-Public Minutes. Carol Sheltry seconded the motion and all three selectmen approved the motion with a roll call vote.

The Conservation Commission will be sent a notice of the Right to Know training being offered by NHMA on May 6<sup>th</sup>. The Town will pay the \$40 fee for each attending member.

Jo Beth Dudley made a motion to approve the 5 timber tax warrants presented for Board signatures. Tamela Swan seconded the motion and all approved it with a roll call vote.

There were 2 Salvage Yard License renewal forms presented, both of which had paid the \$35/year license fee. Jo Beth Dudley made a motion to approve the Salvage License renewals for L&H Auto and White Mountain Auto which motion was seconded by Carol Sheltry. All three selectmen voted in favor with a roll call vote.

A Spectrum internet contract for the Fire Station was presented. This had been approved when the idea was first submitted in the summer of 2019.

A copy of a submitted form to reimburse \$2,000 of Covid19 expenses was also presented. Also presented was a confidential medical report to be filed in the employees personnel file.

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New Covid19 HR information needs to be posted and submitted to Department Heads with a form to return indicating that all employees have read the postings.

The status of the association with Cohos Associates was discussed. Their relationship with the town is done as of 4/20/2020 except for providing some PR information and copy of state and federal payroll reports and some income reconciliation thru April which had not been completed. Chair Dudley has received an application from Westaff. A meeting, either in person or remotely, will be set up for 6PM Monday, April 27<sup>th</sup>.

RE the AVRRDD contract, a copy of all COIs received will be emailed to Tamela. She will resolve the status with the Normandeau offer ASAP. All workers at the transfer station do have current certificates. Due to the Covid19 situation DES has extended the expiration dates. A copy will be emailed to the board. Our recyclables are currently going to Lancaster so the only anticipated change will be where Dalton's trash is shipped.

We still do not have the actually warrant article that established the Conservation Commission so do not know the number authorized and whether alternates were authorized. It was decided to move forward to replace the vacancies for the two expired terms. After discussion about the merits of all candidates Carol Shelty made a motion to appoint Nancy Comeau and Christine Rouillard to the two vacant positions for three-year terms expiring January 2023. Jo Beth Dudley seconded the motion. Jo Beth Dudley and Carol Shelty approved the motion and Tamela Swan recused herself from the vote.

There was discussion about the gun inventory submitted by John Tholl and her letter regarding the items the selectmen had said he could retain for a period of time. There was discussion how best and safely and legally to dispose of the guns. Carol Sheltry will check with the Whitefield Gun Shop and the Interim Administrative Assistant will check with NHMA. Chair Dudley will respond to John Tholl's letter restricting what he can retain and for how long. Before the police cruiser could be sold all police equipment and wording will need to be removed.

We need to determine if the dog issue is still an issue so we can ask the State Police to look into it.

Jo Beth Dudley has asked her son, a web designer, for some assistance with the Town's website. He has offered to do consulting for free but the town will need to purchase and "plug ins" if wanted, such as a calendar. The password the Interim Administrative Assistant has been using does not have the authority to add a new page. This will be an ongoing process.



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NHMA has online training available for local officials. The information is on their web site.

There was a brief discussion of welfare options and/or solutions and whether any costs would be covered by some of the Covid19 funds being made available.

At 8:35 PM Jo Beth Dudley made a motion to adjourn the public meeting. Carol Sheltry seconded the motion and all three selectmen approved the motion by a roll call vote.

The Board will hold a special, non-public, meeting 4/27/20 to discuss personnel issues.

The next regular meeting is **May 4, 2020 at 6:30 PM. This meeting will be remote. The information for the remote connection will be posted on the Town's website by mid-afternoon on MONDAY, May 4, 2020.** If anyone has question or needs assistance in making the remote connection please email: [selectmen@townofdaltontown.com](mailto:selectmen@townofdaltontown.com).

Respectfully submitted,

Tina Peabody  
Interim Administrative Assistant  
Town of Dalton

**April 20, 2020 Minutes** as approved by the Select Board on 5/4/2020.

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Carol Sheltry, Select Board Member

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Tamela Swan, Select Board Member

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Jo Beth Dudley, Select Board Chairman