

# Dalton Select Board Meeting

## ~~DRAFT~~ Minutes of August 17, 2020 Meeting

Present were Selectmen: Chair Jo Beth Dudley, Carol Sheltry and Tamela Swan. Also present were Ron Sheltry, Fire/EMS Chief, Terri Parks, Christine Ordinetz and Jon Swan.

At 6:11 PM Chairman Dudley Called the meeting to Order.

The board signed AP checks.

Chair Dudley set up a notice on the Website for the Conservation Commission meeting Tuesday, August 18<sup>th</sup> and Tamela posted a notice on the Bulletin Board.

There was discussion as to how to get minutes for the July 27<sup>th</sup> meeting. Jon Swan taped the meeting and Tamela Swan will type them up from that recording.

The minutes for the 08/12/20 meeting were reviewed and the only change being the addition of the time of adjournment which was 8:40. The minutes need to be updated and brought to the board for approval signatures. Jo Beth Dudley made a motion to accept the 8/12/20 minutes with the addition of the adjournment time. Tamela Swan seconded the motion and all approved the motion with a roll call vote.

Christine Ordinetz requested an update as to why Robyn Gilmartin was not present and why Tina Peabody was taking minutes, to which she strongly objected. Ms. Gilmartin resigned 08/10/20 with no notice.

The board reviewed the Non-Public minutes of 8/10/20. The addition of a start time of approximately 7:30 and an end time of approximately 8PM were added. Carol Sheltry made a motion to approve the non-public minutes of 8/10/20 with the above changes and Tamela Swan seconded the motion. All approved the motion with a roll call vote.

Chair Dudley has been in contact with Nancy Dickowski of Northway Business Services about taking over the updating of Dalton's books and doing the data entry until at least the books are complete for FY 2020. The board authorized Tina Peabody to take a backup of all QuickBooks data to Northway Business Service and for a letter to be drawn up for their signatures giving them full access to the Town's QuickBooks data and authorizing QuickBooks/Intuit to give them full support for any questions they may have. Chair Dudley made a motion authorizing the above. Carol Sheltry seconded the motion and the full board approved the motion/actions with a roll call vote.

The board looked at unfinished business: The Toto form has been signed and a copy will be sent to him. There are two intent to cut forms. Tina Peabody will take care of these two, for J. Savage and E. Tomashek, which the board signed. There is an NCC

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transportation survey which is due 8/28/20. The board will forward a copy to Bob Wentworth and Tina Peabody will also put a copy on his box.

Jo Beth Dudley made a motion to use Atty. Riff, Lancaster, to process the deed papers for the Cappello property recently sold. Tamela Swan seconded the motion and the full board approved the motion with a roll call vote. Tina Peabody will gather the paperwork and get it to Atty. Riff.

No one knew where the check or paperwork for the sale of a Cemetery Plot to Diane Brown was. Chairman Dudley will contact Jessie Wentworth to see if she has it and if she is creating the Deed for the board's signatures.

As of the meeting date/time the board had not received a response from Casella about scheduling their meeting for Monday, August 31<sup>st</sup> at 6:30 PM. The board, after discussion, decided that the best way to handle the meeting would be to have only the Casella representative and the Board in the meeting room and broadcast the meeting remotely. The board will attempt to have a large screen on which presentations could be posted and perhaps develop a means to broadcast any presentation materials.

Jon Swan spoke that Vanessa Hines Cardillo<sup>15</sup> working on reconciling the Trust fund accounts. He believes the problem is that funds were posted to the wrong bank account. The bank has now given names to the accounts to make it easier to access the correct account.

The Sansoucy firm is looking for some information from Eversource which must be obtained by the Town. Chairman Dudley will contact Eversource to have them email the forms to the Town.

Tina Peabody presented the board DRA's request to know if the town will use forms PA-28, the property inventory forms in 2021. Tamela Swan made a motion to approve the town using the PA-28 forms in 2021. Jo Beth Dudley seconded the motion and the full board approved the motion with a roll call vote.

Tina Peabody gave Chairman Dudley the information she had located on town staff raises in response to a right to know request.

Chair Dudley made a motion to go into non-public at 8:14 for personnel. Tamela Swan seconded the motion and the Board approved the motion with a roll call vote.



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Chairman Dudley stated that she was closing <sup>down</sup> the remote portion of the meeting and would not re-open it as they would adjourn the meeting immediately after the non-public session.

The public meeting resumed at 9:46 PM.

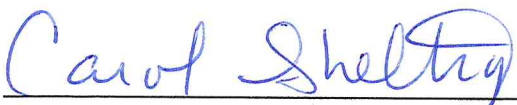
Tamela Swan made a motion to adjourn the meeting at 9:47 PM which was seconded by Carol Sheltry and approved by all with a roll call vote.

The next regular meeting is **August 24, 2020 at 6:30 PM. This meeting will be available remotely. The information for the remote connection is posted on the Town's website.** If anyone has question or needs assistance in making the remote connection please email: [selectmen@townofdalton.com](mailto:selectmen@townofdalton.com) or call: 603-827-7027 ext. 10 and leave a message.

Respectfully submitted,

Tina Peabody  
Interim Administrative Assistant  
Town of Dalton

**August 17, 2020 Minutes** as approved by the Select Board on 8/24/2020.



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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

