

**Dalton Select Board Remote Meeting**  
**Monday, March 22, 2021 6:30 PM**  
**Regular Session**

Call to order at 6:30 pm by Jo Beth Dudley. Select Board members Jo Beth Dudley, Carol Sheltry, and Tamela Swan were present. Remote attendees included Jon Swan, Rebecca Metcalf, Pam Kathan, Vanessa Cardillo, Kevin Whittum, Jr, Frank Tillotson Jr, Robin Pilotte, Bryan Mills, Scott Kleinschrodt, Linda Greenwood and Terri Parks.

Reviewed meeting minutes from 3/8/2021 Regular Session.

Tamela made a motion to accept 3/8/2021 meeting minutes, Carol seconded the motion. The motion passed unanimously by roll call vote.

Account Payable and Payroll (checks) had been signed previously.

The Select board reviewed funding requests and agreed to add the Veteran's request.

Boiler Update: We only received one quote for the Boiler repair. LP Gas & Oil of Littleton gave us a quote of \$5,854 to repair the boiler. Jo Beth made a motion to engage him, Carol seconded the motion. The motion passed unanimously by roll call vote. The board will decide at a later date whether or not funds will be moved from the Capital Reserves fund to cover this expense.

Tamela will post the Administrative Assistant opening in the Courier and the Democrat. The title will be changed to Town Administrator. It was also clarified that the 3 Selectmen are currently splitting the duties for the open Administrative Assistant position (on a volunteer basis).

The Town Facility Report has been submitted and accepted by NHDES.

Our underground Oil tank is now in compliance with NHDES requirements. Robert Blanchette's certificate is still valid and Bob Wentworth would like Kyle MacBean and Adam King to attend training when it is available.

Fire and EMS Dispatch Service will be possibly switching from Lancaster Dispatch Service to Twin State in July of this year. The expected cost for 2021 is \$2,500 for 6 months. The board discussed starting a capital reserve fund because we do not know how much it will cost after this year. There will also be a cost associated with reprogramming our radios. It was suggested we start the fund with \$5,000.

Planning Board Update: After the Public Hearing on the proposed new zoning ordinance, it was decided to request the town extend Emergency Temporary Zoning (ETZ) for another year, to allow the Planning Board time to address issues that were brought up, and to give the board time to begin the update of the town's Master Plan.

The Planning Board has been discussing implementation of the Master Plan update process:

- Carl Lindquist, Planning Board Chairman, reached out to North Country Council (NCC) and they provided a quote to assist the town with developing a Master Plan.
- The cost would be approximately \$24,000 over a 2-year period.
- The Planning Board is looking into grants that could reduce the cost.

- Benefits to engaging NCC include: Professionals experienced with Master Plan development and updates; experienced staff with time to dedicate to this effort; a neutral party to engage and obtain input from Dalton citizens; staff experienced with Economic Development; etc.
- The Select Board agreed to add a Warrant Article to request funds that the Planning Board can utilize to engage NCC to update the Master Plan.

The Select Board received two zoning applications. The first one needs more information, setbacks and building height (40 Simonds Road) and the second one (Cabot Trail) was reviewed and approved. Jo Beth made the motion to approve the Roberts/Kupperblatt application. Tamela seconded the motion. The motion passed unanimously by roll call vote.

2021 Mowing Bid: The bid includes mowing the cemeteries and Town Buildings. Tamela will put the add in the paper with a deadline of April 16<sup>th</sup>. Jo Beth made the motion to approve, Tamela seconded the motion. The motion passed unanimously by roll call vote.

The below appointment requests for the Planning and Zoning Boards were reviewed and approved:

Planning Board:

- Gal Potashnick – member, 3-year term (currently alternate member)
- Steve Ordinetz – member, 3-year term
- Erik Nilson – alternate, 3-year term (currently full member)

Zoning Board:

- Brian Parks, member, 3-year term
- Gordon Jobe, member, 3-year term
- Gina Damiano, member, 2-year term

Public Comment: Pam Kathan asked about posting of Conservation Commission and Planning Board minutes. The DCC minutes are posted and current on the web site. The Planning Board minutes are complete and approved, and the Select Board will follow up to ensure they're posted on the website. The Select Board noted again that they are not recording meetings. Pam Kathan asks if Select Board members are being paid for covering the vacant administrative position duties – they are not being paid for this work.

Jo Beth made a motion to enter non-public session at 7:50 pm to discuss legal, personnel and potential welfare issues with no plan to re-adjourn public meeting other than to seal non-public meeting minutes. Tamela seconded the motion. The motion passed unanimously by roll call vote.

Jo Beth made a motion to readjourn the public session at 8:27 pm. Carol seconded the motion. Motion passed by unanimous roll call vote.

Jo Beth made a motion to seal non-public meeting minutes #1 on a personnel matter. Carol seconded the motion. The motion passed unanimously by roll call vote.

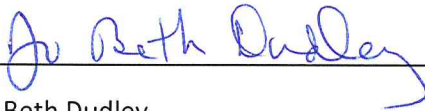
Jo Beth made a motion to seal non-public meeting minutes #2 on a legal matter. Carol seconded the motion. The motion passed unanimously by roll call vote.

Jo Beth made a motion to seal non-public meeting minutes #3 on a legal matter. Carol seconded the motion. The motion passed unanimously by roll call vote.


Jo Beth made a motion to adjourn the meeting at 8:29. Tamela seconded the motion. Motion passed unanimously by roll call vote.

Minutes Respectfully submitted by Tamela Swan

Minutes Approved On: \_\_\_\_ March 27, 2021 \_\_\_\_ (date)

  
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Jo Beth Dudley

  
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Carol Sheltry

  
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Tamela Swan