

**Dalton Select Board Meeting**  
**Tuesday, July 26, 2021 6:30 PM**  
**(Non-Public 5:30 PM)**  
**Regular Session**

Call to order at 5:32 pm by Jo Beth Dudley for Non-Public session for personnel. Select Board members Jo Beth Dudley, Carol Sheltry, and Tamela Swan were present. A candidate for the Administrative Position was also present.

Jo Beth made a motion to readjourn the public session at 6:23 pm. Carol seconded the motion. Motion passed by unanimous roll call vote.

Call to order for the Public Session at 6:30 pm by Jo Beth Dudley. Select Board members Jo Beth Dudley, Carol Sheltry, and Tamela Swan were present. Attendees included Pam Kathan, Robyn Pilotte, Ron Sheltry, Vanessa Hines, Vic St. Cyr, the Dalton Fire Department, Ron Sheltry, Terri Parks, Frank Rossi, Frank Tillotson, Jr and Jon Swan.

Signed Accounts Payable and Payroll checks.

Carol made a motion to approve meeting minutes from June 28, 2021, Tamela seconded the motion. Motion passed by unanimous roll call vote.

Carol made a motion to approve meeting minutes from July 12, 2021, Tamela seconded the motion. Motion passed by unanimous roll call vote.

Carol made a motion to approve NP #1 meeting minutes from July 12, 2021, Tamela seconded the motion. Motion passed by unanimous roll call vote.

Carol made a motion to approve NP #2 meeting minutes from July 12, 2021, Tamela seconded the motion. Motion passed by unanimous roll call vote.

The Select Board reviewed and signed North Country Council contract for updating the town's Master Plan.

Frank Rossi from CAI did a presentation on their GIS mapping software.

Possible uses for the GOFERR Funds (\$92,650) that the Town of Dalton is eligible for were discussed. The only suggestion presented was from the Fire Department: 10 air packs would cost approximately \$82,000. Tamela to look at the updated uses on the NHMA/GOFERR/US Treasury websites. The Board would like a determination of whether a website redesign/update project can be funded through this program. The proposal deadline in August 18<sup>th</sup>. The latest information is that the proposal may be submitted with the description of how the funds will be used to be provided at a later date.

There are community block grants available. A possible use would energy upgrades for the Municipal Building, The Board requested volunteers to spear head this project.

USDA is offering composting grants for Transfer Stations – another opportunity funding.

The Fire Station requires a cold weather alarm system. Quotes were received from two vendors (Capitol Alarm, \$1,633; and Lufkin Security Systems, \$968). This project is essential to protect the building, vehicles and equipment in case of a heat failure. The Board discussed that this could be funded directly from the Fire/EMS Budget, or from the Building Capital Reserve funds. That determination is pending.

The Board requested an update on plans to replace the EMS vehicle (Ford Expedition). The Fire Department is waiting until next year to possibly replace the Expedition.

The Select Board took a quick tour of the hallway, outside of the building, gymnasium and Police Station. There is condensation in the building – possibly due to a ventilation system that had previously been disabled. An assessment of the building is required to see what needs to be repaired or updated.

Jo Beth made a motion to get an assessment done (including, at a minimum, windows, masonry, foundation, ventilation, roof, security and smoke detection) Tamela seconded the motion. Motion passed by unanimous roll call vote.

Boiler Update; The Primex representative is coming Wednesday for a boiler test and to review our boiler damage claim.

Staffing – The Board has not received an updated job description from Bob for Adam's replacement. An accurate job description is necessary in order to advertise for the position.

The Board is continuing to interview for the Admin Assistant position.

The Board again discussed the cost per page for Right to Know (RTK) requests from \$0.25/page to \$1.00/page. Tamela made a motion to increase the cost per page for Right To Know (RTK) requests from \$0.25/page to \$1.00/page. Carol seconded the motion. Motion passed by unanimous roll call vote. The entire RTK policy will be reviewed and updated to align with the new rates.

An update on Forest Lake State Park reported that things are going well this summer, and the town and volunteers continue to collaborate with the State Park system. For example, the State dropped a load of sand at Forest Lake State Park and volunteers spread it last Friday.

Mike Crosby stated that Ron Sheltry is one of the best Fire Chiefs in the state. He is professional and dedicated. He is very well respected among his peers and when he speaks, they listen. He noted that Ron is an asset to the town.

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 adjourn the meeting at 8:26 pm. Carol seconded the motion. Motion passed unanimously by roll call vote.

Minutes Respectfully submitted by Tamela Swan

Minutes Approved On: 08/23/2021 (date)

  
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Jo Beth Dudley

Carol Sheltry

Carol Sheltry

Tamela Swan

Tamela Swan

