

Monday, November 29, 2021 6:30 PM
Regular Session
Dalton Select Board

Call to order at 6:30 pm by Jo Beth Dudley. Select Board members Jo Beth Dudley, Carol Sheltry and Tamela Swan were present.

Members of the public that were present: Terri Parks, Frank Tillotson, Jr., Linda Greenwood, Ron Sheltry, Robyn Pilotte, Eric Pilotte, Pam Kathan and Jon Swan.

The Select Board signed checks and reviewed payroll.

Carol made a motion to approve meeting minutes from 11.15.2021 Regular Session as amended. Tamela seconded the motion. Motion passed unanimously by roll call vote.

Jo Beth made a motion to approve non-public meeting minutes from 11.15.2021 NP#1 as amended. Carol seconded the motion. Motion passed by roll call vote, with Tamela recusing herself.

Carol made a motion to approve non-public meeting minutes from 11.15.2021 NP#2 as amended. Tamela seconded the motion. Motion passed unanimously by roll call vote.

Carol made a motion to approve meeting non-public minutes from 11.15.2021 NP#3 as amended. Tamela seconded the motion. Motion passed unanimously by roll call vote.

Carol made a motion to approve non-public meeting minutes from 11.15.2021 NP#4 as amended. Tamela seconded the motion. Motion passed unanimously by roll call vote.

Carol made a motion to approve meeting minutes from 11.18.2021 Working Session as amended. Jo Beth seconded the motion. Motion passed by roll call vote, with Tamela abstaining.

Linda Greenwood provided updates and clarification on the town debit card. We are not eligible for the Non-Profit account, so we will use the Municipal Account which requires \$500 to open and \$500 minimum balance. This was approved at a prior Select Board meeting. If we want two debit cards, we need to provide 2 different names. The Debit Card Policy will be updated to reflect these changes. Linda will check with Jessie Wentworth to see if she is willing to be the second car-holder, with her name on the card, to facilitate access by having the second card in the Tax Collector/Town Clerk office.

End of the Year Spending – The Board discussed requiring that any expense over \$2,500 will need prior Select Board approval to control end of the year spending, effective 11.30.2021. Jo Beth made the motion to enact this policy. Tamela seconded the motion. Motion passed unanimously by roll call vote. Jo Beth will write a letter to staff.

Driveway Permits -Jo Beth looked at the form the Town of Carroll had on their website and their process. This should be reviewed with the Planning Board and Bob Wentworth.

Bounced Checks – We will continue to use the current process.

Boiler Updates – The Boiler is up and running.

Map Update – Terri Parks presented the Select Board with paper copies of the updated maps and a letter of transmittal.

1986 Tanker and 2013 Ford Expedition Bids – The Select Board received 3 bids on the Expedition, in the amounts of \$2,452, \$2,018 and \$450. There was one bid on the Tanker for \$3,452.

Carol made a motion to accept the \$3,452 bid for the Tanker. Tamela seconded the motion. Motion passed unanimously by roll call vote.

Carol made a motion to accept the \$2,452 bid for the Expedition. Tamela seconded the motion. Motion passed unanimously by roll call vote.

Website Updates – 2 preliminary quotes have been received, one from Notch.net and another from Sullivan Creative. The Board is going to invite Notch.net in to discuss specific plans for moving forward.

Building Updates – the Select Board reviewed security quotes from Lufkins and Capital Alarm. More information from both potential vendors is needed before a decision is made. The Select Board would like the Town Hall to have a building inspection done and will obtain an estimate to know how much that would cost. Such an inspection will allow prioritization of deferred building maintenance.

Municipal Accounting Software – The Board reviewed a preliminary estimate for implementing an accounting system tailored to Municipal accounting and state required forms. Given the cost, no decision has been made.

The Select Board discussed how to handle the Bond check received by the logger employed by the state for selective logging of FLSP land. Bond payments are typically put into escrow, but the Town does not have an escrow account. The logger hired by the State to log Forest Lake State Park cannot begin cutting until the check clears, as the bond amount is required by the State. Carol and Ann will check with NHMA on their recommendations for handling this situation.

The Select Board will have a non-public session with the Town Assessor on Monday at 6 pm.

Public Comment:

Pam Kathan asked for an update on the RTK requests.

Frank Tillotson, Jr. raised concerns about graffiti on the St. John's Bridge.

Pam Kathan asked how the budget was going.

Jo Beth made a motion to adjourn the meeting at 7:48 pm. Tamela seconded the motion. Motion passed unanimously by roll call vote.

Minutes Respectfully submitted by Tamela Swan

Minutes Approved On: 12/15/2021 (date)

Jo Beth Dudley

Jo Beth Dudley

Carol Sheltry

Carol Sheltry

Tamela Swan

Tamela Swan

