

Monday, July 25, 2022 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. Town Admin, Jeanette Charon present and note taking.

Public members that attended – Jon Swan, Terri Parks, Pam Kathan, Scott Kleinschrodt, Crystal Pilotte, Robin Pilotte, Eric Pilotte, Tom Dubreuil, Kathy Dubreuil, Vic St. Cyr

The Select Board reviewed and approved meeting minutes from May 31, 2022, edited to correct the date and day of the meeting. Jo Beth motioned, Tamela second and approved by roll call.

The Select Board reviewed and approved meeting minutes from July 11, 2022, edited. Jo Beth motioned, Carol second and approved by roll call.

The Select Board reviewed and approved NP #1 meeting minutes from July 11, 2022, edited. Jo Beth motioned, Carol second and approved by roll call.

The new Town Administrator, Jeanette Charon, was introduced and welcomed.

Motion to accept the corrected cemetery deed made by Jo Beth, second by Carol. Approved unanimously via roll call vote of Tamela, Carol, Jo Beth. Funds to go into general fund. In the future, the Board will investigate special fund for cemetery to cover maintenance for town cemeteries.

Bank letter drafted to introduce two new trustees Ernie Hannaford, and Sue Zalinski, removing Jon Swan and Vanessa. Jo Beth motioned to print and sign letter for bank. Carol second, approved by roll call with all in favor.

The Select Board confirmed that tax deeded property is required to be put out to bid or auction. SB is awaiting a list of all tax deeded properties from tax collector. Repurchase price is calculated based on the RSAs, and is typically the amount set as a minimum for sale by the town. Property in question and previously inquired by Chrystal Pilotte will be reviewed and determined for auction or bid along with other properties.

Court dismissed E. Pilotte v. Town of Dalton lawsuit.

Jo Beth made a motion to appoint Jeanette Charon as the Tax Collector, fulfilling the vacancy left with Jessie's resignation. The motion was seconded by Tamela and passed unanimously via roll call vote.

Jo Beth made a motion to engage the Town's auditor for the required audit of the Tax Collector records. The motion was seconded by Tamela and passed unanimously via roll call vote.

Municipal landfill wells were sampled by Horizons Engineering. PFAs were found within the 5 wells on Transfer Station Property and DES required testing of surrounding wells. The wells accessed and tested were not found to have PFAs. One well was not tested due to lack of accessibility. Annual testing will be expanded to include these surrounding wells.

Select Board requests contracted fuel oil pricing and propane pricing. Carol has reached out to some companies. Jo Beth asked that we reach out to additional companies to see if there is interest on a

contracted price. CN Brown, Irving Oil, Rhymes, should be the first call based on existing customer experience. Carol also mentioned a larger tank needed for pump house. The Board noted that fuel prices are still fluctuating, and some companies are not allowing contracted pricing at this time.

Jo Beth requests Bob and Robbie attend the next meeting to give an update on the pump house repairs required, including the need to update alarm system and integrate with Lunenburg; install a new flow-meter to modernize system and structure sewer warrants to recover costs from those homes on the system. Select Board did not hear from Jessie (tax collector) regarding the Sewer Warrant and the Board's request for an explanation as to why it was less than the most recent Sewer Bill.

Jo Beth motioned to process Primex credit balances for Worker's Compensation and Property Liability insurance premiums as refund requests. Carol second. Approved by roll call, Tamela, Carol, Jo Beth.

Carol suggested relocating mailboxes to the hallway, to allow other Town officials, departments and Boards to access them when the Select Board office is closed. Jo Beth would like to get an estimate. The Select Board will consider installing keypads for building security and easier access by users. Jeanette will send quotes on hand so the Board can update the scope and move forward on updating building security systems.

Jo Beth made a motion to go into a Non-Public session at 7:19 pm. Carol seconded the motion. Motion passed unanimously by roll call vote.

Jo Beth made a motion to go back into public session at 7:52 pm. Carol seconded the motion and motion was passed unanimously by roll call.

Jo Beth made a motion to seal the meeting minutes from the Non-Public #1 session. Carol seconded the motion. Motion passed unanimously by roll call vote.

The Board discussed numerous items regarding training and orientation for Jeanette in her roles as Town Administrator and Tax Collector, including:

- Tax Collector debit card to be switched into Jeanette Charon's name from Jessie's name. Jeanette to be provided online access to the town bank accounts, including the debit card account. Select Board to contact Linda, Treasurer, and have the changes made.
- Jo Beth suggested an updated email address for Jeanette Charon. Admin Assistant emails will be forwarded to Jeanette's new email.
- The Board discussed training opportunities for Jeanette, such as: Right To Know requests; Good Governance; Budget & Finance; NHMA Knowing the Territory; etc.
- Jeanette will proceed with completion of several municipal surveys.

Jo Beth motioned to approve tax collector training and Town Admin training, with associated costs, as discussed and as appropriate for her roles. Specifically, the approval included attendance at the next week's joint certification program for Tax Collectors, with reimbursement for lodging and meals in Concord to be included. Carol second. Approved via roll call.

Jeanette was sworn in as the Tax Collector.

Jo Beth made a motion to adjourn the meeting at 8:51 pm. Carol seconded the motion. Motion passed unanimously by roll call vote.

Minutes Respectfully submitted by Jeanette Charon

Minutes Approved On: 08/08/2022 (date)

Jo Beth Dudley
Jo Beth Dudley

Carol Sheltry

Tamela Swan
Tamela Swan