

Monday, November 28, 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 attendees: Jon Swan, Vic St. Cyr, Terri Parks, Tom Dubreuil, Eric Pilotte, Robin Pilotte, and Pam Kathan as well as others who chose not to sign in.

The Select Board signed an Intent to Cut for Timber (Yield) Tax and a Business Information Form for Capital One (Aubuchon Account).

The Select Board reviewed and approved meeting minutes from the meeting on November 14, 2022, as amended. Tamela motioned, Carol second and approved by roll call.

November 14, 2022 non-public session minutes #1 were approved, motioned by Tamela, seconded by Carol, and approved unanimously via roll call vote.

November 14, 2022 non-public session minutes #2 were approved, motioned by Tamela, seconded by Carol, and approved unanimously via roll call vote.

Website rebuild proposal from Green Light was discussed. We will do some research with Primex and NHMA on the ADA component of the website, and also the hosting of the website (whether or not to stay with Host Winds or move to Green Light). Jeanette will reach out to the other website company who provided a proposal earlier in 2022 to see if they're interested in repricing their package which is currently almost double Green Light's proposal.

HealthTrust provided benefit documentation for 2023 health insurance renewal, HIPAA and the added FSA plan scheduled to start January 1, 2023. Documents were provided to the Board for review and signature. Quotes for additional employee benefit coverage options are expected from Health Trust in December.

We discussed the purchasing of secure external mail boxes for town committees and departments to access mail outside the Select Board's office. Board commented on location availability. Jeanette will review box availability and present a couple options for approval.

Jo Beth motioned to execute the Sansoucy contract renewal for 2023 through 2027. Tamela second with approval via roll call. Select Board members signed the contract and Jeanette Charon witnessed the document's execution.

Cybersecurity grant is on hold pending the assessment, now being handled by the EPA. They will be coming out to do a pre-assessment on 12/12, so hopefully that satisfies DES enough so we can get the application submitted for funding.

There are grant funds available for recycling improvements. This proposed option would require a change in layout and process for our current station. Some additional licensing may be required and the grant application would take quite a bit of time to complete. We don't currently have the staffing to do this type of application. Jeanette will look into the details of what's required to apply to get the most of the opportunity.

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The Select Board would like to write a letter and submit it to the State in support of them accepting money for Broad Band expansion. Jo Beth motioned with a second from Tamela and approval via roll call. Jeanette will get a letter sent over prior to the December 2nd meeting.

Trustees of the Trust Funds would like to change the type of account they have so all funds are covered under FDIC Insurance. This decision is up to The Trustees of the Trust Funds.

The Conservation Commission requested that Michael Carrier be appointed as an alternate member of the commission. Tamela motioned with a second from Carol and approval via roll call for his placement on the DCC..

Terri Parks provided information on the Cormier cemetery lots wishing to be donated by Doris Cormier. After contacting the NH Cemetery Association, Jill Hukkins - Administrator, states the original owner can donate them back to the city. Older heirs may not necessarily donate those lots, as they may wish to be used by an heir at a much later date. Does the attempted donator have the right to give the lots away? We cannot donate or utilize the lots unless she provides ownership documents (as awarded in probate). Jeanette to follow up with Doris Cormier to find out if the documents exist.

TAN application is in process. Attorney review and comment will be later this week. Once the documents are signed, the bank will fund the note. The Select Board is waiting for DRA to open the tax-rate setting portal in order to set the tax rate.

Jo Beth made a motion to enter non-public session at 7:05pm. The motion was seconded by Carol and approved by roll call.

Jo Beth motioned to re-enter public 7:12pm. Tamela seconded, approval by unanimous roll call vote.

Jo Beth made a motion to seal the minutes of nonpublic meeting 1. Second by Carol and approved via roll call.

The Select Board announced the resignation of Robbie Blanchette from the Highway Department, to take a position as the Assistant Manager of the Lancaster Transfer Station. The town will proceed with recruitment to fill the vacancy from the current list of candidates evaluated for the recent new hire. If not successful, the vacancy will be reposted.

Jo Beth made a motion to enter a second non-public session at 7:56pm. The motion was seconded by Carol and approved by roll call.

Jo Beth made a motion to return to public session at 8:30pm. Second by Tamela with approval via roll call.

Jo Beth made a motion to seal the minutes of nonpublic meetings 2 and 3. Second by Carol and approved via roll call.

Jo Beth made a motion with a second by Tamela to adjourn the meeting at 8:34 pm. Motion passed unanimously by roll call vote.

Minutes Respectfully submitted by Jeanette Charon.

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Minutes Approved On: 12/12/2022 (date)

Jo Beth Dudley

Carol Sheltry

Carol Sheltry

Tamela Swan

Tamela Swan

