

Monday, November 27, 2023 6:30 PM
Regular Session
Dalton Select Board Meeting

Meeting called to order at 6:30 pm by Jo Beth. Select Board members Jo Beth Dudley, Carol Sheltry and Thomas Dubreuil (Tom) were present. Town Admin, Jeanette Charon present and note taking.

Public attendees: Vic St. Cyr, Robin Pilotte, and Pam Kathan, as well as others who chose not to sign in and could not be identified.

The Board signed checks for accounts payable and payroll. The Board signed a three (3) Notice of Intent to Cut, and one (1) abatement request from the Tax Collector.

The Board reviewed bank reconciliations for September and October along with the P&L Statement for January through October. Jo Beth mentioned some items that appeared to be miscoded. Jeanette will review her comments and make the changes after discussing how to handle on our new accounting platform.

The Board reviewed and approved the meeting minutes from the November 13, 2023 Select Board Meeting. Jo Beth motioned with second by Carol. Approval via roll call.

Carol motioned to approve the November 13, 2023 nonpublic meeting minutes #1, #2, and #3. Tom second with approval via roll call.

The Board reviewed and approved the meeting minutes from the November 18, 2023 Select Board Working Session. Carol motioned with second by Tom. Approval via roll call.

The website redesign project is complete. Any issues that come up are handled on a case-by-case basis.

The Coos County Community Broadband Committee sent notification of their virtual kick-off meeting for Friday, December 8, 2023 at 10am. The email was forwarded to Cathleen Fountain and Erik Johnson, our town reps for the committee.

Our accounting software transition is ongoing. MRI was here today for training on the back office bookkeeping they are taking over.

The pump station work is pending the electrician hooking up the new equipment. Once this is complete, the SCADA system can be installed and started up. Jeanette will get an update for the project from the road crew.

Jeanette gave a brief recap of the auction that took place at the Municipal Building on November 18, 2023. Preliminary calculations show the town should recoup approximately \$85-\$90k. Jeanette will complete the final calculations to send to the auctioneers so we can get funds as soon as possible, maybe prior to year-end. Properties are expected to close on or before December 18, 2023 per the purchase agreements.

Additional employee benefits were reviewed. As we start to work on the budget, we will look at these benefits in more detail. A retirement plan is the main benefit in discussion.

Jo Beth provided a revised letter to send Bryan Gould regarding the erection of buildings on Douglas Drive, a private road. Construction buildings on a private road require review and approval by the Select Board under RS 674:41. Tom disagreed with the need for the letter since the property is commercial. Vic St. Cyr stated that since we have no zoning in Dalton that the letter isn't necessary. It was noted that

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the RSA applies whether the building is to be residential or commercial, and is irrespective of whether or not a town has zoning. Robin Pilotte asked about this applying to all streets and stated we should be concerned about the various driveways that aren't to spec, therefore making it difficult or impossible for emergency vehicles to pass. Jo Beth confirmed those driveways are an issue and that the Town needs to reserve their right in making sure all private roads are to spec going forward. Jo Beth made a motion for send the letter to Bryan Gould. Carol provided a second with Tom abstaining.

The Board confirmed the times they would be available to attend the Special Primary Election on December 5, 2023. Tom will be available in the morning and possibly again for ballot counting. Carol will be available in the evening. Jo Beth will attend in the afternoon if needed and again late for ballot counting. Jeanette doesn't believe the election will be very busy or run too late, since there are only 3 candidates on the ballot.

Street light and the town building lighting assessments are in process. Kelly from Affinity LED will send them once they're complete.

Tom asked that the "List of withheld SB business items" be removed from the agenda. Tom requested this action previously but would not agree to not accuse the other board members of withholding business items from him as he did in April 2023. Jo Beth and Carol did not agree to remove the item at that time. Tom stated he is trying to work with other board members and doesn't wish to rehash the issue.

Melissa Elander provided an update for the Clean Energy NH Solar Grant stating that the RFP is expected to be released near Christmas. No anticipated due date was provided.

Jo Beth asked about the speed monitoring equipment that was deployed last week, Tuesday. The equipment, battery operated, ran for approximately 5 days. Batteries generally have less life during charges during cold weather. Jeanette will remove the signs, gather the data, send it to NH State Police, Troop F, recharge the batteries, and hang the signs back out on Route 135. Pam Kathan asked why the signs were placed only going one direction on 135. Jeanette mentioned this was the initial deployment of the equipment and we needed it to be close-by for monitoring. Pam asked for the rotation schedule. Jeanette confirmed the signs would be moved periodically through town, but on state roads for now. Jeanette was contacted by the NH Dept. of Safety to inform us that the federal funds, passed down to the state, have never been used to provide speed monitoring equipment to a town without a police force. Dalton is being considered the pilot program for the grant program and will be audited by both the state and the federal safety agencies. Jo Beth added that it was not an easy task to program and deploy the signs. Jeanette confirmed.

Jeanette reviewed the Primex rate increases with the Board. In general, Worker's Comp increased 12% and Property & Liability increased 14.9% from the 2023 rates.

Jo Beth asked about executing the Community Power Coalition Agreement which was tabled at the last regular meeting. Melissa Elander sent additional information over for review by the Select Board, including timelines for presenting documentation to the Coalition. Jeanette printed the contract but it appeared signature pages were missing due to a printer error. Jeanette will have the full document for signature at the next meeting.

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Resident James Ennis, has volunteered to represent Dalton as our Underground Storage Tank Operator until we can get Adam King and Michael Carrier certified. The program is self-study since Covid. Candidates are required to pass a test once they are prepared in order to obtain their certification. Pam Kathan asked what James was charging for this service. Jeanette confirmed he was volunteering, without charge.

The owner/resident asked about the town's maintenance of the Dalton Picnic Area on Dalton Road. The owner has no issue with it remaining the picnic area, but only as long as the town maintains the area and accepts liability for the public's use. Jeanette forwarded the message to the Dalton Conservation Commission who will discuss it at the next meeting. Jo Beth asked Jeanette to confirm Primex covers the town for liability should anything happen on the property. Jeanette will confirm.

Brett Purvis & Associates provided a letter confirming they would not be renewing the assessing contract going forward. Jeanette will reach out to other assessing firms to obtain information on their services.

Tom has been in discussion with Kyle regarding the transfer station. In the spring, Kyle had asked for a trailer so he could store recyclables away from the elements. Used trailer boxes are currently available for approximately \$1500-\$3000. Carol spoke with Kyle recently regarding the dumpster provided for construction and demolition refuse. An additional dumpster would be beneficial so that people don't dump construction material in front of the existing dumpster, requiring additional handling by the road crew. This work would likely require a concrete pad or ledge pack as a base. Additionally, there is not currently ample coverage over the dumpsters preventing them from dampened by rain and snow, making them heavier resulting in a higher cost, since payment is calculated based on weight and not volume. Jo Beth, again, stated that we have a need for a committee for the transfer station. This has been mentioned for nearly 3-4 years now and no one has volunteered. Carol stated these items need to be included in the budget so the town could approve the additional expenditures for 2024. Carol asked if there were any grants available to help defray the costs. Jeanette will check and report back.

The Board will meet on Monday, December 4, 2023 for a working session to start working on the 2024 budget. Meeting will begin at 6:30pm. Jeanette will send the budgets to the Select Board for their review prior to the meeting.

The regularly scheduled meeting for Monday, December 25, 2023 has been rescheduled for Tuesday, December 26, 2023 in observance of Christmas.

Jo Beth motioned to go into nonpublic at 8:21 pm for 2 legal and 1 personnel/legal. Carol provided a second with approval via roll call.

Jo Beth motioned to return to public session at 8:50 pm. Carol provided a second with approval via roll call.

Jo Beth motioned to seal minutes for nonpublic meetings 1, 2, and 3. Tom provided a second with approval via roll call.

Carol motioned to adjourn meeting at 8:51 pm. Tom provided a second with approval via roll call vote.

Minutes Respectfully submitted by Jeanette Charon.

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Minutes Approved On: 12/11/2024 (date)

Jo Beth Dudley

Jo Beth Dudley

Carol Sheltry

Carol Sheltry

Thomas Dubreuil