

**Monday, July 7, 2025 6:30 PM**

**Regular Session**

**Dalton Select Board Meeting**

Meeting called to order at 6:31pm by Jo Beth. Select Board members Jo Beth Dudley, Eric Moore and Thomas Dubreuil were physically present. Town Admin, Jeanette Charon present and note taking. Meeting available for public viewing via Zoom.

Public attendees: Kris Ennis, Michael Carrier, Kurt Hall, and Michael Ryan. Via zoom: Carol Sheltry.

The Board signed AP and payroll checks. Tom asked about Eckman Engineering's quote for the construction phase of Smith Road. Jeanette confirmed it is roughly \$35,000. Jo Beth asked about the increase on property and liability with Primex. The increase was approximately \$4k or 13%. Jo Beth confirmed we were paying off the TAN note for 2024. Jeanette confirmed. Tom asked if the check to Woodsville Guaranty was to pay-off the loan. Jeanette confirmed yes.

Jeanette presented the AW-5 warrants for the LUCT documents signed by the Board on June 23, 2025. The Board signed these documents.

Jo Beth motioned to approve utilizing the Dept. of Revenue's PA-28 form for 2026 inventory of property improvements and changes. Eric provided a second with approval via roll call vote.

The Board reviewed the select board meeting minutes from June 23, 2025. Tom asked for a sentence to be stricken regarding him and Eric not having a plan for the old landfill open items. The items were discussed at the meeting. Jo Beth motioned to strike the sentence from the minutes and approve the minutes. Eric provided a second with approval via roll call vote.

Nonpublic minutes from sessions 1, 2, and 3 were presented and reviewed by the Board. Jo Beth provided the minutes from session #4. Jo Beth motioned to approve all nonpublic sessions 1, 2, 3, and 4. Tom provided a second with approval via roll call vote.

The Board reviewed the minutes from the Public Hearing for Unanticipated Funds on June 23, 2025. Jo Beth motioned to approve the minutes with a second from Eric and approval via roll call vote.

The surveyor for the Bean property dropped off a new mylar (for the property purchase/merger) for Carl Lindquist to sign. Carl is out of town until the week of July 14, 2025. He will come by to sign it then so Jeanette can get it recorded at the registrar's office. Eric asked why this was still going through if Bean wasn't purchasing the property. Jeanette stated that the property was already owned by Karel and Pamela Bean. Apparently there have been changes made to the use of the building, but they still plan to move forward with the renovations.

There was no update for the Dalton Conservation Commission.

The Planning Board met with Carolyn Keats who will be requesting a subdivision of her property allowing 3 acres to be deeded to her daughter. Carolyn did not have the application and survey plans available yet and plans to be at the August meeting for a formal presentation and discussion.

The Host Community Agreement Committee reviewed the member's suggestions for the agreement. A rough draft of the postcard/flyer going out to residents is in the works and will be discussed at the July 28, 2025, meeting. The committee plans to provide various ways for Dalton's residents to reply and provide input for the drafted agreement.

We are still awaiting approval from DoE to start the solar array project at the highway garage.

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The hazard mitigation plan is near completion. The next meeting is Wednesday, July 23 from 2-4pm. Tom asked about getting notification for the meeting. Jeanette stated that the meeting is posted on the website calendar but we don't get the zoom invite until a day or two ahead of time. Jo Beth asked Tom if he plans to participate. Tom stated that he would like to listen in on the meeting. He asked if FEMA was included in the meeting. Jo Beth stated that this is for Dalton's emergency and hazard planning and that Jeanette has FEMA update calls weekly.

The GeoGrid for the town's mitigation plan was presented to the Board. Eric stated that his quote of \$90k was incorrect. Jeanette asked if it was different grid and he stated it was. The cost for the GeoGrid we are proposing to use is much less expensive at \$185-\$250 per roll (quantity purchase discounts apply). Jo Beth asked if the headwalls had been purchased yet. Jeanette was waiting to hear back from Adam on pricing from J.W. Chipping. She anticipated ordering them this week. Smith Road is coming right along. Tom drove by and stated that it looks great. We received JA McDonald's first invoice/pay application but it was not processed yet. It is for a net amount of approximately \$145k.

Jeanette brought up the issue of returned checks from residents. We are starting to get them regularly now and our notices are not being responded to. Jeanette stated that the state police generally help with any bad checks from registrations, as the registrations can be suspended. Bad checks for other services can be processed as theft of services. The town would need to follow a formal procedure to go this route. Tom asked if we could ban residents from using the transfer station if they write bad checks. Jeanette wasn't sure. Right now, we have two checks outstanding for a total of \$117 plus the \$25 per check fee we charge.

Jeanette summarized her preliminary investigation for options to replace our current, outdated phone system. An initial estimate for a VOIP (voice over internet) system is \$220 month for 6 stations/phones. Jeanette will continue to investigate options.

Tom contacted Casella regarding the mattresses they have neglected to pick-up. He stated they can arrange for a truck to come get them, but then we will be billed for the transportation fee plus the per mattress fee. Michael Carrier stated there was a company that comes up from Massachusetts to pickup mattresses from Littleton. Jeanette asked for the contact information; she can call to see what the charge would be. Mike stated it was approximately \$35 per piece. Tom asked if we could have Kyle take the mattresses to NCES in Bethlehem to get rid of them. The town does own a trailer that would work for this purpose. The highway garage has mattresses under the lean-to that DES will take issue with if they're not removed soon. Jeanette will ask Adam to have Kyle load the mattresses and deliver them to NCES in Bethlehem.

The price of mattress disposal was discussed, as we are currently paying \$19 per piece with Casella. Tom stated that we should be charging more to take the pieces from residents. Tom motioned to increase the prices to a per piece price for twins to be \$19; full or queen to be \$23; and king to be \$25. Eric provided a second with approval via roll call vote. Tom also suggested that we start using stickers again at the transfer station so we know only residents are using the facility. Jeanette stated it would be difficult for one person to be there to check every car for a sticker. Jo Beth suggested that placards may be easier since some people have more than one vehicle. Jeanette stated those are easily moved around where stickers are not. Michael Carrier mentioned there was a new state law that only allows residents to use their transfer station and that towns are required to ensure others are not dumping in neighboring towns. Jeanette stated that was for construction debris. Michael stated that he thought it was for all dumping. Jeanette can research. The options of using stickers or placards can be researched and discussed again in the near future.



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Ron Sheltry, Dalton's Health Officer, participated in a short informational meeting regarding a program available to Dalton for well testing. These funds are already within the Dept. of Environmental Services control and are available for the use of individual well testing for Dalton residents. They plan to hold an informational meeting and distribute testing kits something in September or October. All residents can participate and the town would only be required to hold collection sessions for the filled kits. DES facilitates the testing and report delivery to residents along with recommendations for how to resolve any water issues.

Jeanette let the Board know we received letters of gratitude from CASA and Tri-County Cap regarding the receipt of the appropriated donations for 2025.

Tom stated that it's been over 20 years for the town of Dalton's Internal Controls Assessment. He shared a document drafted by Municipal Resources that Jo Beth and Jeanette reviewed. Jo Beth stated that we have adequate separation of duties confirmed with our outside auditing firm and this type of exercise is usually done for towns have use an elected auditor. Additionally, Municipal Resources is who we have our accounting software with and they do our bookkeeping and payroll. Tom stated that it's something that should be done regularly. Jeanette stated that audits are always welcome, and we do have adequate controls. This is why when Pam Kathan asks about why Jeanette doesn't do the reconciliations, payroll, etc., Jeanette lets her know it is due to internal controls. We have checks and balances in our current system. Nonetheless, Jeanette stated that it's never a bad idea to have someone check us out. She can contact Municipal Resources to see about the assessment. Kris Ennis asked what something like this would cost, adding that this is usually part of the audit process. Jeanette confirmed that our audit includes random sampling where she has to provide invoices, pick tickets, contracts (if applicable), checks, cancelled checks, etc. She also provides our invoices, proof of payment, proof of processing and proof of deposit with our bank.

Tom motioned to schedule a meeting with legal for Board guidance. He would like to gain a better understanding of the HCA committee warrant article. Jo Beth asked what wasn't understood and if she could help explain it. He stated he couldn't find the final wording and wanted it from the attorney. Jeanette stated it was posted online in the minutes from the town meeting. Jo Beth corrected Jeanette that it was the special meeting. Jeanette confirmed that those minutes are also posted on our website. Tom would still like legal guidance on the warrant article. Jo Beth stated the warrant was also provided at the first HCA meeting. Tom stated he didn't have them. Eric added that he wanted to ask legal about the letter sent to Jon Swan. He was told by the Board to stop his appeal and he is still sending emails. There was one just last week. Jeanette and Jo Beth inquired about that email. Jeanette then recalled it was an email asking DES if Granite State Landfill (GSL) had submitted their responses to the RFMI for their Alteration of Terrain and Wetlands permits. Jo Beth stated that was an inquiry on something the Conservation Commission is supposed to get and review, and it has nothing to do with the appeal filed by the DCC. Lastly, Tom stated he wanted guidance on what can be done with the hostile work environment findings. Jo Beth stated that she spoke with legal and that would be discussed in nonpublic.

**Public Comment:**

Kris Ennis wanted to reiterate the need to confirm what was being discussed at a special meeting with legal. The town has spent a lot of money of legal in this past year. She is concerned about our taxes and the town's budget. Additionally, she asked what could be done with the turn around area just south of Harriman Road on Route 135 that is no longer being used by buses or the state. It was discussed a while back about putting cameras in the area. The property owner would likely be ok with that. Jeanette stated we had an informal approval from the property owner across the street already. It is currently unknown how much the cameras or

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monitoring would cost. Shouldn't the state refurbish the area if they placed the turn around? School buses no longer use it for a turn-around, so it may not be necessary. Eric stated he would ask the state. Jeanette will look at the property deed to see if there is anything in there about the space.

Prior to going into nonpublic, Jeanette wanted to provide information on the maintenance of the Dalton Picnic Area. Starting on April 1, 2024, and after discussion on the space and whether or not the town wanted to continue to utilize the space for public use, Tom stated he would like to create a committee to maintain the area for continued public use. Tom had motioned to maintain the area with volunteers and our mowing contract. On May 15, 2024, Diane Lyon asked about adding the picnic area to the mowing contract. This area was originally going to be maintained by a group of volunteers. Jeanette would ask Nelson to provide a price to add the area to the mowing schedule. On June 24, 2024, Jo Beth reiterated that the area is supposed to be maintained by a volunteer committee. Tom was awaiting the agreement to be returned by the landowner, Donna Madonna, so he could form the committee. He could do so now that the agreement has been signed. Other volunteer work was discussed and committed to by residents. On July 8, 2024 it was confirmed that the picnic area was cleaned up by volunteers and a picnic table had been placed there for public use. On July 22, 2024, it was confirmed that the Dalton picnic area had been damaged by the flood that hit Dalton on July 10-12, 2024. At that time, there were no plans provided for refurbishing the space.

Jo Beth motioned to enter nonpublic for welfare, and legal at 8:12pm, RSA 91-A:3, II(c) and RSA 91-A:3, II(l). Eric provided a second with approval via roll call vote.

Jo Beth motioned to return to public session at 8:26pm. Eric provided a second with approval via roll call vote.

Jo Beth motioned to seal minutes from nonpublic session #1. Eric provided a second with approval via roll call vote.

It was agreed there would be no legal zoom call setup at this time. Tom will review the HCA Committee warrant article wording and ask for clarification from the Board; if a legal conversation is required, it can then be scheduled.

Jo Beth motioned to adjourn the meeting at 8:28pm. Eric provided a second with approval via roll call vote.

Minutes Respectfully submitted by Jeanette Charon.

Minutes Approved On: 7/21/25 (date)

Jo Beth Dudley

Jo Beth Dudley

Thomas Dubreuil

Thomas Dubreuil

Eric Moore

Eric Moore



Nonpublic Session Minutes

Town of Dalton

Date: July 7, 2025 # 2 Legal

Members Present: Jo Beth Dudley x

Thomas Dubreuil x

Eric Moore x

Motion to enter Nonpublic Session made by Jo Beth seconded by Eric

Specific Statutory Reason cited as foundation for the nonpublic session:

       RSA 91-A:3, II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.

       RSA 91-A:3, II(b) The hiring of any person as a public employee.

       RSA 91-A:3, II(c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.

       RSA 91-A:3, II(d) Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are averse to those of the general community.

       RSA 91-A:3, II(e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against this board or any subdivision thereof, or by or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled

       RSA 91-A:3, II(i) Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.

  x   RSA 91-A:3, II(l) Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.

Roll Call vote to enter nonpublic session:	Jo Beth Dudley	<input checked="" type="radio"/> Yes	<input type="radio"/> No
	Thomas Dubreuil	<input checked="" type="radio"/> Yes	<input type="radio"/> No
	Eric Moore	<input checked="" type="radio"/> Yes	<input type="radio"/> No

Remove public meeting tape (if applicable).

Entered nonpublic session at 8:12 a.m. ☒ p.m.

## Nonpublic Session Minutes

### Town of Dalton

Other persons present during nonpublic session: Jeanette Charon, Town Administrator, present and note taking.

Description of matters discussed, and final decisions made: Jo Beth contacted legal regarding the hostile work environment investigation findings. He provided legal advice on redacting personal information from the report prior to making it public. Tom wanted the report to be public to show he was not found to have caused a hostile work environment. Jeanette stated, respectfully, that the report stated he did not cause a hostile work environment regarding actions towards a member of a protected class. Tom asked Jeanette if she still thinks he was hostile. Jeanette stated that she did and that Tom and Jeanette have both changed a lot in how they communicate with one another in the last few months. She stated that meetings are much better now. Tom stated that was only if he agreed with her; Jeanette denied that was the case. Jo Beth asked Eric and Tom if they wanted to do the redactions in house or have legal do them. Tom stated he'd like to do them inhouse first. Tom thinks it'd be best to do them as Board and then go over one another's comments together. Jo Beth stated it'd need to be a working session and it would be nonpublic since personal items would be discussed. All board members agreed. Jeanette thought it'd be best for each member to go through the document and highlight the items they think should be redacted. Tom would like to make a list. All agreed to go through the document to highlight changes to be reviewed together. Jeanette will print copies for each member. Jeanette does not plan to provide any comments for the working session. Jo Beth stated it would be welcome. Jeanette didn't think it was necessary. A working session has been scheduled for Monday, July 21, 2025 at 5:30pm. Jeanete will notice the meeting.

Note: Under RSA 91-A:3, III. Minutes of proceedings in nonpublic sessions shall be kept and the record of all actions shall be promptly made available for public inspection, except as provided in this section. Minutes and decisions reached in nonpublic session shall be publicly disclosed within 72 hours of the meeting, unless, by recorded vote of 2/3 of the members present, it is determined that divulgence of the information likely would affect adversely the reputation of any person other than a member of this board, or render the proposed action of the board ineffective, or pertain to terrorism. In the event of such circumstances, information may be withheld until, in the opinion of a majority of members, the aforesaid circumstances no longer apply.

Motion to leave nonpublic session and return to public session by Jo Beth, seconded by Eric.

Motion: PASSED / DID NOT PASS (circle one)

Nonpublic meeting tape removed; public meeting tape replaced (if applicable).

Public session reconvened at 8:26 a.m./p.m.

Motion made to seal these minutes. If so, motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, because it is determined that divulgence of this information likely would

\_\_\_\_\_ Affect adversely the reputation of any person other than a member of this board

\_\_\_\_\_ Render a proposed action ineffective

\_\_\_\_\_ Pertains to preparation or carrying out of actions regarding terrorism

Roll Call Vote to seal minutes: Jo Beth Dudley      Yes      No

Nonpublic Session Minutes

Town of Dalton

Thomas Dubreuil	Yes	No
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Eric Moore	Yes	No
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Motion: PASSED / DID NOT PASS (circle one)

These minutes recorded by: Jeanette Charon