

Town of Dublin

Elected Positions

Board of Selectmen

The Dublin Select Board is a three-member Board as permitted by New Hampshire Revised Statutes Annotated (RSA) 41:8-b. The Board's grant of power comes from the State Legislature and can only exercise those powers specifically granted by Statute, ordinance or by law or those powers within the authority of their office. There is no "Home Rule". Each year, one position on the Board is elected. All Select Board meetings, except in those situations specifically exempted by statute, must be conducted in a public session with duly posted notice.

The Select Board acts as a collegial body in decision-making and conducting the town business voted on during our yearly Town Meeting. The Board is granted the authority to spend money, sign deeds, appoint new officials, compose legal ordinances and policies and enter into contractual agreements for the Town.

Budget Committee

The Dublin Budget Committee is designated under RSA 32: 14 as the Official Budget Committee of Dublin and is granted the responsibility for developing the Town budget and monitors revenues and expenses during the year.

Two positions are elected each year for a three-year term.

Planning Board

The role of the Planning Board, established under RSA 673: 1, is 1) to prepare and amend (from time to time) a master plan to guide the development of the municipality., 2) shall also have authority to make any investigations, maps and reports, and recommendations which relate to the planning and development of the municipality, 3) may report and recommend to the appropriate public officials and public agencies programs for the development of the municipality, programs for the erection of public structures, and programs for municipal improvements. The Planning Board may recommend to the local legislative body amendments of the zoning ordinance or zoning map or additions thereto. In addition, the Planning Board may be given such powers by the municipality as may be necessary to enable it to fulfill its functions, promote municipal planning, or carry out the purposes of this title. The Planning Board, and its members, officers, and employees, in the performance of their functions may, by ordinance, be authorized to enter upon any land and make such examinations and surveys as are reasonably necessary and place and maintain necessary monuments and marks and, in the event consent for such entry is denied or not reasonably obtainable, to obtain an administrative inspection warrant under RSA 595-B.

Two positions are elected to three-year terms each year. In addition, The Planning Board appoints several alternates that fill in for an elected board member as needed.

Trustee of the Trust Funds

The Trustees of the Trust Funds are charged with the administration and management of the Town's Common and Reserve funds. There are three trustees, one elected each year for a three-year term.

Cemetery Trustees

Under RSA 289, the operation and maintenance of all cemeteries owned and maintained by the municipality shall be in the charge of the cemetery trustees. The Board of Cemetery Trustees consists of three members; one position is elected each year to a three-year term. The Board may recommend to the Select Board the appointment of up to two alternates to the Cemetery Trustees to fill in for an elected member if needed.

Supervisors of the Checklist

The duties of the Supervisors of the Checklist include registering new voters and maintaining an accurate, legal register (checklist) of all town voters. Every two years a position on the Supervisors of the Checklist will be elected to a six-year term.

The duties of the Supervisors of the Checklist shall include any board of registrars or similar body performing the functions of registering voters and correcting the checklist in cities.

Town Clerk / Tax Collector

The position of Town Clerk/ Tax Collector in the Town of Dublin is elected every three years for a three-year term. This position is responsible for all the duties of the Town Clerk and all the functions of the Tax Collector as determined by NH RSA 41.

Library Trustees

Library trustees are the governing board of a public library. A Public Library is a library which receives regular financial support, at least annually, from the town and/or private sources and which provides regular and currently useful library service to the public without charge. Two or more Library Trustees are elected each year for three-year terms. The Board of Library Trustees may recommend to the Select Board the appointment of no more than three people to serve as alternates for one-year terms when elected members are unable to attend a board meeting.

Dublin Conval School District Member

This three-year term position serves as the Town's representation to the Conval School District. They are the link between what our town needs from our educational system and what the school district offers.

A position of the Dublin Conval School District Member is elected for a three-year term, every three years or more often to fill a vacancy.

Town of Dublin

Appointed Committees/Positions

Capital Improvements Committee (one position currently open)

This is a five-member committee appointed by the Planning Board for a term of three years. This committee is responsible for maintaining a list of town owned equipment, buildings and infrastructure. They estimate when a large ticketed item might need to be replaced/repared and what that cost might be. This information is necessary for future financial planning for the Town.

Conservation Commission (two positions open)

The Conservation Commission is vital to preserving Dublin's most important natural resources including wetlands, aquifers, scenic vistas, forests and woodlands. They have developed a program to help control Invasive Plants. They work with State conservation organizations. Easement monitoring and managing Dublin Park are some additional responsibilities of the DCC. The Dublin Lake committee has joined forces with Con Com to better utilize resources. The Commission is currently reviewing Town owned properties to see how they should be managed and maintained in the best interest of the Town. This seven-member commission serves for three-year terms.

Zoning Board of Adjustment (one position open)

The Zoning Board of Adjustment's (ZBA) purpose is to give property owners a venue to seek relief from town decisions regarding their property. This is done by reviewing applications for, and holding hearings on, zoning variances, special exceptions, equitable waivers of dimensional requirements, and hearing appeals from the decisions made by administrative officials. Appointed for three-year terms as either full or alternate members.

Waste Reduction and Recycling Committee (two positions open)

This committee has shifted its focus in the past year from simply working with the Transfer Station to educating residents about the importance of recycling and the importance of cutting down on waste. Terms are for three years.

Recreation Committee (all open)

With more children living in Dublin than in the last few years, it would be wonderful if this committee expanded both in volunteer size and events for the Town. The committee has been working with the Dub Hub, Library and Fire Department to sponsor some events, but getting younger parents involved who know what their children enjoy would be helpful. Currently members have been serving one year at a time.

Scholarship Committee - The Scholarship Committee identifies and awards deserving town high school seniors money towards college.

Hydrant Committee - consists of the Fire Chief and Fire Deputies. The Fire Department routinely checks the dry hydrants in town. The Hydrant Committee determines whether any hydrants are in need of repair and what is needed to repair them.

Joint Loss Management Committee- key town employees make up this committee to create and keep current a town plan in case of a national emergency

Forest Fire Warden –Recommended by the Selectmen and appointed every 3 years through the State of NH.

- Attends yearly trainings
- Issues fire permits / puts out forest fires / checks on smoke conditions / checks permitted fires that get out of control

Deputy Forest Fire Warden(s) - Recommended by Forest Fire Warden and appointed every 3 years through the State of NH

- Attends yearly trainings, issues fire permits, put out forest fires, check on smoke conditions, and check on permitted fires that get out of control

Town Treasurer- appointed for a three-year term, this position monitors town payments and income and is vital as a “check and balance”.

Energy Committee (all open)

This is a fairly new committee developed to help the Town find the best sources and suppliers of energy for town residents. It's very active in hosting educational events for the town for awareness of potential problems and hopeful solutions. Currently, the four members serve yearly.