



Town of Dublin
Select Board Meeting
Monday, November 8, 2021

In attendance: Chris Raymond, Carole Monroe, Susan Peters, Kate Fuller, Town Administrator, K and Tom Vanderbilt and Kim Bergeron
Zoom: No one in attendance

Selectmen review of the correspondence file, review and signing of payroll and accounts payable

CALL TO ORDER: Chris Raymond called the meeting to order at 4:30 PM

SELECTMANS BUSINESS:

1. **Discussion of long-term air quality in Town Hall-** Chris opened the discussion by sharing with Kim Bergeron the fact that mold had been discovered and remediated in the basement. He went on to say that although the basement is the primary concern, the Board is concerned with the air quality within the entire building concerned for the health of employees and the general public.

Kim asked several questions and upon receiving answers, he went on to provide several options with the pros and cons of each remedy. In his professional opinion, he recommends a PentaCare V12 Compact Air Treatment Unit and provided the Board with a brochure on the product. He feels that this unit will not only provide the needed moisture control but will also force proper air circulation throughout the space that it is installed to service. The Board, along with K and Tom Vanderbilt did a walkthrough of the basement. Issues were addressed in more detail as well as thoughts expressed of reconfiguring the downstairs space to make it more conducive to better air quality for town meetings and functions. Kim will provide an estimate to include solutions for all three floors.

2. **Fire Department Budget for review-** K and Tom presented the budget with most lines remaining the same. It was decided to rename several lines to help clarify expenditures: 6-430 Equipment Repairs- \$2500, 6-431 Unanticipated Truck Repairs- \$1.00, 6-432 Equipment Maintenance-\$8350. Bottom Line remained the same, monies just divided differently.

K asked the Board to revisit the Salary line for the FD Secretary. She reminded the Board that there use to be a part-time secretary for the FD, but that position was removed even though the duties of documenting calls remain. K has also been responsible for locating and obtaining many grants for the Town of Dublin including

working on one currently which could pay for 12 Lead Heart Monitors and could also potentially include the Air Quality Solutions for Town Hall as the basement is the Town's Emergency warming and cooling site. The actual hours worked are not reflected in K's paid hours. Chris suggested a salary might be a good solution, but K would rather stay on an hourly rate for transparency. K presented the Board with an estimate of hours needed for FD admin and obtaining grants. Carole suggested that the Board consider increasing the FD Secretary line to accommodate all the hours K works for the Town, and that they should consider adding a new line/position for Administrative Grant Writer for the future.

Chris made a motion to support the FD Budget as amended without consideration to salaries and to revisit salaries when they review salaries in general. Carole seconded. Roll Call Vote: Carole, yes. Susan, yes. Chris, yes.

3. **Budget Updates-** Board is considering what "fair compensation" looks like for 2022. The Board is recommending an increase between 4.5 and 5 percent as a Cost of Living Adjustment while revisiting several individual salaries which present with other factors to consider i.e. longevity, minimum wage, request for pay raise.
4. **2021 Equalization Municipal Assessment Data Certificate-** signed by the Board
5. **Approval of the Minutes from Nov 1, 2021-** Chris made a motion to approve the minutes as amended, seconded by Susan. Roll Call Vote: Carole, yes. Susan, yes. Chris, yes.
6. **Approval of the Non-Public Minutes from Nov 1, 2021-** Chris made a motion to approve and unseal the minutes, seconded by Susan. Roll Call Vote: Carole, yes. Susan, yes. Chris, yes.
7. **Water filtration-for discussion-** Employees have expressed concerns about the safety and quality of the town buildings water supply. To address this issue in a timely fashion, Chris made a motion to exempt the Town from the Bid Policy and to review the two proposals previously received for water filtration repairs. Carole seconded. Roll Call Vote: Carole, yes. Susan, yes. Chris, yes. Susan made the motion to accept the detailed bid from Chris Parker for \$6360.34 to be funded from the Capital Reserve Town Building fund. Carole seconded. Roll Call Vote: Carole, yes. Susan, yes. Chris, abstained.
8. **Purchase order-Fire Department-** signed by the Select Board
 - **#840 Low Temperature Alarm, Carbon Monoxide, smoke detector**
9. **Map 6 Lot 57-Tax deeded property for discussion-** Board is considering the options and will continue discussion at a future date.

NON-PUBLIC: A motion was made by Chris and seconded by Susan to adjourn the regular meeting at 7:30 pm and enter non-public session under RSA 91-A:3 II(c). Roll call vote; Chris, yes; Susan, yes; Carole, yes.

A motion was made by Chris and seconded by Susan to re-enter public session at 7:44 pm. Roll call vote; Chris, yes; Susan, yes; Carole, yes.

ADJOURNMENT:

There being no further business, Chris made a motion to adjourn at 7:45 pm.

Minutes respectfully submitted by Pamela J. Cox

Chris Raymond

Carole Monroe

Susan Peters