



Town of Dublin
Select Board Meeting
Monday, May 2, 2022

4:30 PM in person and via Zoom

In attendance: Carole Monroe, Susan Peters, Chris Raymond, Roger Trempe, Tim Suokko, Felicity Pool and Jay Schechter

Select Board reviewed the correspondence file

CALL TO ORDER: Carole Monroe called the meeting to order at 4:32PM

SELECT BOARD'S BUSINESS:

1. Department Head-Monthly Updates-

- **Highway Department-** Roger Trempe, Road Agent, reported that the department is very busy during this time of year. Winter sand has been swept from all roads, grading roads has begun and they are also identifying trees that might need to be taken down in the future. Paving has started on Cobb Meadow Road with East Shore Rd and Old Harrisville Rd scheduled to follow. DOT has informed Roger that milling and paving will begin on RT 101. Equipment is holding up well with any minor repairs/maintenance being taken care of in the department. 3 employees will take a class on May 12th to be recertified in Traffic Flagging. Bids have been advertised for the Highway office/breakroom with an open-house walk through available to contractors on May 9. Roger was informed that the Board will be reviewing Lake Parking and that they would appreciate his participation during that meeting.
- **Police Department-** Chief Suokko presented a list of police activity to the Board noting that there has been an escalation in incidents. Body cameras have proved to be very helpful as the officers can upload recorded information directly to the Prosecutor's office. The Drug Take Back program was very successful. The newly hired officer graduates from the Academy on May 27th and will then begin his field training in Dublin. The Department conducted a bomb threat training for schools which was well attended. He also conducted a security assessment for Mountain Shadows. The new Cruiser is waiting on parts. The Department was invited to apply for a Safety Grant and Tim is currently completing the necessary information. The Administrative Assistant is applying for a Bullet-proof vest grant. Tim was invited to participate in the Lake Parking review and encouraged to bring statistics about parking violations.

- **Conservation Commission-** Jay reported that the Rotary Club rented a heavy-duty chipper and they were able to clean up the entrance area. They are working on a way to be able to move that type of equipment to other areas of the park for additional clean up. An Invasive Plant Spraying announcement will be placed in *The Advocate* for those who are interested in signing up for the free service. Felicity stated that they are working on a tutorial on open spaces overlaid with wetlands which will help with future planning. They brought up the possibility of additional signs around Dublin Lake designed to educate/inform the public of the need for designated parking. The Board said that they will be reviewing Lake Parking and will notify ConCom of the date if they wish to participate. The Lake Host Program is moving forward with a couple of college students hired as hosts. The committee is also working on an inventory of Town Owned land, evaluating their value to the Town. Deed history of the parcels would be helpful. Inquiry into the expense of an on-line program will be investigated. Felicity mentioned that at one time Dublin had an Open Space Committee and wondered if it was dissolved or fell under the umbrella of another Committee. Research will be done to answer that question. Discussion ensued about organizing an Earth Day roadside clean-up for next year. Jay asked what the full process was when the Town is asked for a variance involving wetlands. The Board suggested he contact the Chair of the Zoning Board as they would be up to date with new laws and regulations.
2. **Approval of the Minutes of April 25, 2022-** Chris made a motion to accept the minutes as amended. Susan seconded. Roll call vote: Susan, yes. Chris, yes. Carole, yes.
 3. **Approval of the Non-Public Minutes of April 18, 2022-** Chris made a motion to accept the minutes as written and that they remain sealed. Carole seconded. Roll call vote: Susan, yes. Chris, yes. Carole, yes.
 4. **Fuel Bids for review and discussion-** Current contract expires May 31st. All town tanks will be topped off just prior to that date. Letters asking for bids was sent out to local vendors and an ad soliciting bids will be placed in *The Ledger* during the week of May 7th.
 5. **Class VI road agreement for signature-** signed by the Board
 - Oxbow Road
 6. **Building Permits for signature-**
 - Map3 Lot 39- 118 Craig Road- signed by the Board
 - Map 6 Lot 40- Beech Hill- referred to the Planning Board for site review
 7. **Cyber Security Discussions-** The Board confirmed that only those employees who have a need to access sensitive Town software pertinent to their immediate duties are, in fact, the only persons who do have proper access. Reaffirmed the importance of the Town to upgrade programs to maintain the latest security firewalls. Emphasized the importance of continually educating employees in cyber security.

8. Correspondence/Miscellaneous:

- A letter was received from the Town's Legal Counsel, Matt Serge, concerning the findings of his research on Upper Jaffrey Road property- Map 3 Lot 10-E. The owners have been referred to the State of NH.
- A thank you note was received from Big Brothers/Big Sisters for the Town's donation.
- Email received from James Beeler, abutter to Rotary Park. The Board will discuss and follow up.
- Budget Committee met and reviewed the year's first quarter. A detailed revenue/expenditure report will be provided electronically to the committee.
- The Board agrees that the Town's website should only post information related to Town Committee/Department meetings and events.
- Mike Borden reviewed the Town's Sign Ordinance and will follow up on any signage that does not comply.
- The Energy Committee is scheduled to walk Town owned property behind the Transfer station to evaluate for a possible solar array. The committee is also interested in when the last energy audit and light upgrades were done for town buildings.

ADJOURNMENT: There being no further business, Carole made a motion to adjourn the regular meeting at 6:37 pm; Susan seconded.

Minutes respectfully submitted by Katherine M. Fuller and Pamela J. Cox

Carole Monroe

Susan Peters

Chris Raymond