



Town of Dublin
Select Board Meeting
Monday, May 23, 2022

4:30 PM in person and via Zoom

In attendance: Carole Monroe, Susan Peters, Chris Raymond, Roger Trempe and Tom and K Vanderbilt

Select Board reviewed the correspondence file, payroll and accounts payable

CALL TO ORDER: Carole Monroe called the meeting to order at 4:30PM

SELECT BOARD'S BUSINESS:

1. **Department Head Update-Fire Department** – Tom reported “all good news for the Fire Department”. One of the newest members was able to test for his CDL license in Marlborough and successfully passed. Since COVID restrictions have been lifted, many training classes and regional meetings that had been suspended are being held and the department is taking full advantage of them: two new members took first aid classes. Tom attended a Tent Inspection and Place of Assembly class. He also attended the Monadnock Fire Chiefs meeting where he suggested that Town Department Standard Operating Guidelines be deliberated regionally. Radio Communication is also a concern in the region since the current operating system is no longer technologically supported. Dublin's new radios are fully compliant with current and future technology. Chief Suokko and Tom preformed an “all hazard risk assessment” with the State at Dublin Christian Academy and Mountain Shadows School. The rescue boat has a new outboard motor. Currently the department is researching any possible energy grants to help update the buildings lighting to energy saving LED lights.
2. **Highway Breakroom Bids** – the Town received two bids for the project. The Board reviewed them with Roger. One bid would have resulted in going over the cost of the approved Warrant Article amount and was rejected. Chris made a motion to accept Niemela Construction's bid for \$97,800 pending Kate and Roger meeting with Niemela Construction to confirm that all project specifications have been accounted for under this bid and to authorize the Town Administrator to sign the contract on behalf of the Board. Susan seconded. Vote in the affirmative.

3. **Town Hall Lower-Level Bids** – The Board extended the deadline for receiving bids until June 13th. Notice of the extension will be posted on the website and sent out by mail to parties that have expressed interest.
4. **Audio/Visual Bids** – Chris made a motion to accept Complete AV's proposed estimate #5795 for \$10,442.94 to install hybrid-communication systems in the lower level of Town Hall. This project will be funded with previously allocated ARPA Grant money. Susan seconded. Further discussion stated that if funding needs to be adjusted to stay within budget for the lower-level project, the AV for the Select Board office will be tabled until next year. Vote in the affirmative.
5. **Appointment of Alternate to the Zoning Board of Adjustment-** Chris made a motion to appoint Allen Hearn as an alternate to ZBA as requested by Susan Phillips-Hungerford. Susan seconded. Vote in the affirmative.
6. **Final review of Health Agencies Policy for the Warrant** – Chris made a motion to adopt the Health Agency Policy as presented and amended. Susan seconded. Vote in the affirmative.
7. **Conflict of Interest Policy-review of first draft-** Draft copies of the policy were presented to the Board for their review. Edits will be made for final review and discussion at a future date.
8. **Form A-5 Land Use Change Tax-for signature** - signed by the Board
 - Map 3 Lot 48
9. **Approval of the Minutes of May 16, 2022-** Carole made a motion to accept the minutes as amended. Susan seconded. Vote in the affirmative.
10. **Correspondence/Miscellaneous:**
 - The Board requested that the Code Enforcement Officer write a letter to businesses displaying signs that do not comply with the Town's Sign Ordinance.
 - A donation was received from Dublin Community Foundation for the Summer Playground Program. A thank you note will be sent.
 - The list of Receivables presented earlier to the Board by the Tax Collector shows a positive flow of income since letters were sent.
 - Susan summarized the ZBA site visits and hearing that she attended. The ZBA continued the hearing on the Lyons' variance application and Anderson's appeal until June 1.
 - Susan presented a summary of the Planning Board's meeting. They are working on obtaining grant money to assist in researching housing needs and how they could be accommodated under the terms of the zoning ordinance.
 - The Board received information from the Archives concerning Transfer Station policies. The information will be reviewed.
 - Kate reported that the Summer Playground planning is moving forward.

- Andrew Freeman expressed concern about the negligent care of the landscape around the Post Office. Although the Town lease to the Post Office states that lawn maintenance is the tenant's responsibility, the town will contract to provide immediate care and discuss the issues with the Post Master.

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

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

Carole Monroe

Susan Peters

Chris Raymond