



Town of Dublin  
Select Board Meeting  
Monday, June 13, 2022

4:30 PM in person and via Zoom

In attendance: Carole Monroe, Chris Raymond, Nancy Cayford, Tom Kennedy and Tom Vanderbilt

Select Board reviewed the correspondence file

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

SELECT BOARD'S BUSINESS:

1. **Library Trustees-** Nancy reported that in April, two permanent trustees resigned. The Committee appointed Julie Rizzo and James Finnegan as replacements. Two new committee members need to be appointed and the Board asked Nancy to submit names and termination dates in writing before they approve the new members.
2. **Transfer Station Policy for review-** The board received a copy of the draft policy and will review it. A discussion will be held in the future to include Tom Kennedy.
3. **Commercial Lease for Post Office parking lot for signature-** signed by the Board
4. **Fire Warden reimbursement for signature-** signed by the Board
5. **Abatement for signature-** signed by the Board
  - Map 3 Lot 10-A 439 Upper Jaffrey Road
6. **Building Permit for signature-** signed by the Board
  - Map 11 Lot 1-97 Lake Road
7. **Follow up on letter to the Planning Board-** there is a minor discrepancy in the wording of the zoning ordinance from the Warrant Article allowing for different interpretations of the ordinance. Bruce Simpson, chair of the Planning Board and its secretary, Neil Sanford, both agreed that there is no procedure or application process in place. Carole will task the committee in drawing up a clearly defined process for Transient Housing including an enforcement policy.

8. **Department Head Update-Transfer Station-** Tom Kennedy reported that the facility is busier because of the summer months. Andy has been trying to locate a contractor for the apron. He has been installing some trim to the building. The Board told Tom that they have received the draft ordinance and will be reviewing it. They will invite him back for a discussion which will include talk of an enforcement process for those not in compliance with the Transfer Stations regulations. Carole asked how invasive plants should be disposed of. Tom answered that they should be placed in the burn pile.
9. **Fire Department Update-** Tom Vanderbilt mentioned that they have recently been called out many times (five this week) by the Avenues Recovery Detox and Drug Recovery property. He stated that a few of these calls have been false alarms and that the owners have been informed that if false alarms continue, they will be billed. The donated motor for the rescue boat has been installed and the old one will be stored as a back-up. Several members have completed an EMT class. Others are in the process of a Fire-fighting training class. Maintenance is being conducted on town owned hydrants and cisterns. Privately owned cisterns, such as Chestnut Hill, owned by an association, and Spruce Ridge Drive will be informed of any necessary maintenance to keep them functioning.
10. **Employee Evaluations-plan for 2022 review-** Kate shared with the Board suggestions discovered during a HR class that she recently attended. The Board will consider including these suggestions during employee reviews.
11. **Report on Bids for Town Hall Lower Level-**The Board reviewed one bid which exceeded the budget. The Board will do more research.
12. **Approval of the Minutes of June 6, 2022-** Chris made a motion to accept the minutes as amended. Carole seconded. Vote in the affirmative.
13. **Correspondence/Miscellaneous:**
  - Kate Fuller, Town Administrator, will be attending a Government Financial Official Association conference on June 29-30.
  - Summer Playground continues to move forward with the staff hired, 25 campers enrolled and a First Aid Class scheduled on June 21<sup>st</sup>.
  - Lake parking is scheduled for review at the July 18<sup>th</sup> Board meeting. A notice will be placed in *The Dublin Advocate*.
  - The Town is making its last road-loan payment.
  - Chris brought a barking-dog situation to the attention of the Board.
  - Some culverts on Lake Road may need repair/replacement. The highway department will be informed.

ADJOURNMENT: There being no further business, Carole made a motion to adjourn the regular meeting at 6:43 pm; Chris seconded.

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

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Carole Monroe

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Susan Peters

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Chris Raymond