



Town of Dublin  
Select Board Meeting  
Monday, October 10, 2022

4:30 PM in person and via Zoom

In attendance: Chris Raymond, Susan Peters, Judy Knapp, Jeannine Dunne-Tax Collector/Town Clerk, Susan Phillips-Hungerford-Chair of ZBA, Rachael Lovett-Library Director, and Library Trustees: James Finnegan, Elizabeth Haire, Chris Sprague, Julie Rizzo and Maureen Huslalander

Select Board reviewed the correspondence file, payroll and accounts payable

CALL TO ORDER: Susan Peters called the meeting to order at 4:30pm

#### SELECT BOARD'S BUSINESS:

1. **Budget Review Planning Board-** No proposed changes in the Budget except for salary increases. Chris made a motion to approve the Planning Board's budget as presented. Susan seconded. Roll Call Vote: Susan, yes. Chris, yes.
2. **Budget Review Cemetery Trustees-** The Board reviewed the presented budget. As there were no changes other than salary increases, Chris made a motion to approve the Cemetery's Budget as presented. Susan seconded. Roll Call Vote: Susan, yes. Chris, yes.
3. **Budget Review Tax Collector/Town Clerk-** The Board reviewed the figures submitted by Jeannine. Discussion ensued concerning the presented postage amount in regards of needing to mail more forms to residents who register their vehicles on-line, additional state forms, etc. The Board felt it was prudent to increase this line. Chris made a motion to approve the budget with a change to the postage line from \$2700 to \$3500. Susan seconded. Roll Call Vote: Susan, yes. Chris, yes.
4. **Budget Review Zoning Board-** Susan Phillips-Hungerford presented the budget for the Zoning Board. Slight increases in newspaper notices and postage (\$100 and \$50 respectively) were noted and agreed upon. Susan Peters made a motion to approve the budget as presented. Chris seconded. Roll Call Vote: Susan, yes. Chris, yes. Susan P-H questioned if replacing the current laptop, shared by the Select Board, ZBA and PB for recording minutes, has been considered because it is often difficult to easily research past minutes/files during a committee meeting. She was assured that its replacement is on the town's list of replacing older computers. Susan P-H also mentioned that the committee now has a full complement of members and since many of the members are new to the ZBA, the committee has decided to meet regularly for training/information "lessons".

5. **Budget Review Library-** Rachael presented the proposed Library budget which showed about a 13% increase overall. Considering the Board has asked all departments to try and keep controllable line items the same, before approving the Library Budget, the Board has asked that the director, along with the Library Board of Trustees, revisit their current figures. The Select Board will review and reconsider the Library budget at a later date.
6. **Building Permit for signature-**signed by the Board
  - Map 8 Lot 50-4 65 Spruce Ridge Drive
7. **Election Warrant for November 8, 2022 for signature-** signed by the Board
8. **Approval of the Minutes of October 3, 2022-** Susan made a motion to approve the minutes as amended. Chris seconded. Roll Call Vote: Susan, yes. Chris, yes.
9. **Correspondence/Miscellaneous:**
  - Health Insurance premiums were reviewed noting an increase of 8.4% overall. The Town Administrator explained that the insurance year extends from July 1<sup>st</sup>- June 30<sup>th</sup> while the town budget is Jan-Dec. She also noted that a different configuration of employees alters budgeted figures, but the Town should be slightly under the 2022 budgeted amount.
  - Primex has received the Insurance claim on the damage to the Town Hall Building. Chief Suokko is still working on solving the criminal side of the claim.
  - Reviewed “policy vs ordinance” language
  - Reviewed projected electricity bill increases and how to apply accurate numbers in the budget. Most municipalities are increasing their budget figures by 60%-77%. Chris made a motion to increase department budget figures by 70%. Susan seconded. Roll Call Vote: Susan, yes. Chris, yes.
  - Reviewed letter addressed to Harrisville concerning combining Police Force resources. The Board approved sending the letter.
  - 2023 Paid Holiday Schedule reviewed. The Town Administrator noted that the Library’s personnel manual differs from the Town’s in regards to paid holidays. Susan made a motion to approve the 2023 Town Holiday schedule. Chris seconded. Roll Call Vote: Susan, yes. Chris, yes.
  - The Town Administrator informed the Board that the Fire Department will be submitting a Warrant Article for insulation to be added to the 2<sup>nd</sup> floor of the building and replacing the old insulation. \$20,000 project amount.

ADJOURNMENT: There being no further business, Susan made a motion to adjourn the regular meeting at 7:46pm. Chris seconded.

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

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Carole Monroe  
(Chair)

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Susan Peters

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Chris Raymond