



Town of Dublin
Select Board Meeting
Monday, November 7, 2022

4:30 PM in person and via Zoom

In attendance: Carole Monroe, Chris Raymond, Susan Peters, Judy Knapp, Tom Kennedy, Sterling Abram, Bruce Simpson, Neil Sandford, Susan Philips-Hungerford, K and Tom Vanderbilt

Select Board reviewed the correspondence file, payroll and accounts payable

CALL TO ORDER: Carole Monroe called the meeting to order at 4:31pm

SELECT BOARD'S BUSINESS:

1. **Budget Review-Transfer Station-** The Board reviewed the presented budget line by line. Tom had requested a significant increase for uniforms which prompted a discussion about the pros and cons of using a uniform service vs allowing Tom to continue to purchase clothing items that he feels protects him from outdoor cold weather. The Board and Tom came to the mutual agreement that it is best that Tom continue to purchase his own clothing. The uniform line increased by \$135 because clothing prices have increased. Discussion ensued concerning companies that evaluated the Transfer Station's Monitoring & Closure Plans. The TA will research our current provider including length of contract so the Board can consider putting the service out for bid. Chris made a motion to support the budget as amended. Susan seconded. Roll call vote: Chris, yes. Susan, yes. Carole, yes.
2. **Capital Improvement Plan-** Sterling presented a copy of CIP minutes from their October 26th meeting for the Board to review. The CIP Committee will be making recommendations for funding various town projects. The CIP Committee is recommending establishing and funding two new funds: one would be used for maintenance/repairs for recreation facilities and the other would address exterior maintenance/repairs of town owned properties. The Board supports presenting warrant articles to the Town for these new funds. Sterling is concerned with the bridge on Old Troy Road and thought that providing some maintenance might extend the life of the bridge. However, he and Roger have been unable to locate anyone willing to do the repairs. He asked the Town Administrator to monitor when bridge money becomes available from the State so applications can be submitted in a timely fashion.
3. **Nov 8th Election-** The Select Board has finalized coverage for election day. They reviewed the process with Sterling.

4. **Approval of the Minutes of October 31, 2022-** Carole made a motion to approve the minutes as amended. Susan seconded. Roll call vote: Chris, yes. Susan, yes. Carole, yes.
5. **Tax Rate-** Chris made a motion to buy down the tax rate with unassigned fund balance by \$28,043. Susan seconded. Roll call vote: Chris, yes. Susan, yes. Carole, yes. The tax rate will be \$24.97 per thousand.
6. **Replacement of Town Clerk/Tax Collector-** Neil Sanford, deputy Town Clerk/Tax Collector will continue in this capacity, however, he does not feel that he can cover the full schedule that the office is currently open. Adjustments will be made and posted on the website. Carole will reach out to NHMA for suggestions on how to temporarily staff this position.
7. **Transfer Station Signs-** Susan provided many pictures of current signage at the TS, but since they have not all been received, this topic was tabled until next week.
8. **Mud Pond-Discussion about letter to abutters-** Additional information concerning right-of-way is needed. This topic has been tabled for future discussion.
9. **Budget Review:**
 - Ambulance Service-**Service will cost \$81,881.49. Tom Vanderbilt stated that the level of service provided by Peterborough is excellent.
 - Planning Board-**The postage line will be increased to \$375.Chris made a motion to support the postage line change for the PB Budget and to accept the rates for the Ambulance Service at \$81,881.49. Carole seconded. Roll call vote: Chris, yes. Susan, yes. Carole, yes.
10. **Intent to cut for signature-** signed by the Board
 - Map 6 Lot 18-28 Pumpelly Road
11. **Discussion of changes in the Personnel Policy-**Neil Sandford expressed his opinion that the changes made to the Town's Personnel Policy did not reflect the wording of the RSAs. Neil stated that the RSAs grant permission for the Zoning Board and the Planning Board to appoint a person of their choice to assist the boards even though, when he consulted with NHMA, legal counsel interpreted the word "appoint" to mean "recommends". Carole explained that legal counsel recommended that the Board change the Town's Policy to avoid misunderstandings. The Select Board is always open to recommendations from all committees and departments about new hires, but it is their job to make sure that all employees are subject to the same hiring process. Bruce would like

to rephrase some of the Policy language and will submit his thoughts to the Board for their review.

12. **Forestry Grant-** K informed the Board that she had applied for and been awarded money to be used for clothing and communications. Since it is a reimbursement grant, meaning the town spends the money first and then the town will receive up to \$1,163.27 reimbursement, K questioned which budget year the grant should be applied towards. The Board would like to apply this grant to the 2023 budget.

13. **Correspondence/Miscellaneous:**

- The repairs on the east side of Town Hall for damage caused by a vehicle will be covered by insurance. Reviews of camera footage did not supply any additional information about the incident.
- Susan invited the Board to attend the Energy Committee's meeting on Nov 30th in the basement of Town Hall with Cheshire County Commissioner, Terry Clark about the Community Power Plan.

ADJOURNMENT: There being no further business, Chris made a motion to adjourn the regular meeting at 7:23pm. Susan seconded.

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

Carole Monroe (Chair)

Susan Peters

Chris Raymond