



Town of Dublin  
Select Board Meeting  
Tuesday, January 16, 2024

4:30 PM in person and via Zoom

In attendance: Carole Monroe, Susan Peters, Chris Raymond, Judy Knapp and Tom Kennedy

Select Board reviewed the correspondence file, payroll and accounts payable

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

**SELECT BOARD'S BUSINESS:**

1. **Transfer Station Update**-Tom requested that this discussion be held in public session. The Board accepted Tom Kennedy's letter in which he stated that his request is to continue as the Superintendent of the Transfer Station until "my retirement on May 31, 2026". Tom's request for a new office for the facility was discussed. It was decided that this year's Warrant Article would be submitted by Tom to initiate a feasibility study funded by the Transfer Stations special revenue account up to \$10,000. Tom feels that in the interim, having placed an orange cone and a stop sign, the issue of safety has been addressed. The Board reiterated that as the Superintendent, issues of safety and warrant article submission are within his purview. Tom will write a job description for a part-time employee with specific duties in mind such as monitoring stickered vehicles and compactor usage. The Board addressed the duties which Tom questioned from the Superintendent's Job Description that had been presented to Tom at the last Board meeting. The Board clearly outlined that the Select Board is the governing authority of the Town and they, in turn, hire department heads to work under the Board giving them the responsibility to carry out the operations as required. The Board pointed out that training is available to Tom and encourages him to participate. It was suggested that if Tom does have a problem with any resident following the Town's policy of the facility usage, that he writes an incident report and turn it into the Town Administrator so that the Board is aware of the issue and can support any action that might be required. Tom will create an incident report form in accordance with Town policy.
2. **Revaluation meeting with Avitar and the Department of Revenue Administration**-February 8, 2024 at 11:00am has been scheduled.
3. **Budget Updates and Warrant Articles**-Kate updated the Board on Warrant Articles:

- The *Advocate* is asking for a \$900 increase over last year's warrant due to increased costs of publishing.
- Residents presented a petition warrant asking for a study of the feasibility of withdrawal from the ConVal School District.
- Health Officer, Mike Borden inspected the Town owned building rented by the Post Office. He recommended a \$70,000 proposal to address drainage issues, mold and repairs. Money could come out of a Capital Reserve Fund for this project and the repairs for the outside of Town Hall.

Chris will bring this before the Capital Improvements Committee at their next meeting on January 24<sup>th</sup>. Carole stated that the current proposed budget is up significantly, the budget will be reviewed line by line to see if reductions can be made.

4. **Report of Cut-** signed by the Board
  - Map 1 Lot 1 - Old Troy Road
5. **Building Permit-** signed by the Board
  - Map 5 Lot 71
6. **Select Board Election Schedule-**Chris will be at Town Hall 8:00 am when the polls open until 1:00 pm, returning for the count. Susan will be at Town Hall from 11:00 am to 7:00 pm when the polls close staying for the count as well.
7. **Approval of the Minutes of January 2, 2024-** Chris made a motion to approve the minutes as amended. Susan seconded. Roll Call Vote: Susan, yes. Carole, abstained. Chris, yes.
8. **School Consolidation/Reconfiguration discussion-** Discussion ensued concerning whether the Board should take a stance on the issue before the Town of closing/reconfiguring the elementary school. Carole pointed out that Dublin's monthly contribution has increased substantially. The School Board is stating that their recommendations are not about the cost but rather about the quality of education. The Board is considering appointing a sub-committee to explore options. The Board asked the Town Administrator to submit to the School Board a Right to Know Request concerning the structuring documents of Dublin Consolidated School.
9. **Miscellaneous:**
  - One-month interim Police Department Prosecutor contract signed by the Board
  - J.B.Mack spoke to the Energy Committee about a possible solar array on the capped landfill. Susan will give a more detailed report at a future Board meeting.
  - Avitar will contact Carole to discuss property equalization-values.
  - The next School Board meeting is this Thursday, January 18<sup>th</sup> at 7:30pm.
  - The Tax Collector/Town Clerk acknowledged letter received from the Board. The Department of Revenue Administration requested a form from the TC/TX that needs to be redone.

**ADJOURNMENT:** There being no further business, Chris made a motion to adjourn the regular meeting at 7:00 pm. Susan seconded.

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

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Carole Monroe (Chair)

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Susan Peters

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Chris Raymond