



Town of Dublin
Select Board Meeting
Tuesday June 22, 2021

4:30 PM in person and via Zoom

In attendance: Chris Raymond, Carole Monroe, Susan Peters, Pam Cox, Jay Schechter-Conservation Commission Chair, Jerry Bird, Jeannie Dunne-Town Clerk/Tax Collector and Abbe Hamilton

Selectmen review of and the correspondence file, payroll and accounts payable

CALL TO ORDER: Chris Raymond called the meeting to order at 4:30 PM

SELECTMANS BUSINESS:

1. **Acknowledgement of the lifting of Emergency Order #12**-The Town will comply with the lifted order by providing a physical location for meetings. The Town will continue to provide a Zoom option to allow access for all residents.
2. **Approval of the Minutes from June 8, 2021**-Chris made a motion to approve the minutes as amended, Susan seconded. Roll call vote Chris, yes; Susan, yes and Carole, yes.
3. **Approval of nonpublic minutes from June 8, 2021**-Susan made a motion to approve the minutes as written, seconded by Carole. Roll call vote Chris, yes; Susan, yes and Carole, yes.
4. **Rotary Park survey results**-Jay reviewed the new survey comparing it to an older survey. The survey revealed that approximately 2/3rds of the abutter's carport has encroached on Town property. The carport was erected after 2005, there was no record of a permit issued and it does not meet the setbacks. Some pins delineating the property line could not be found but will be reinstalled. A letter will be sent to the abutter requiring them relocate the carport through the building permit process. The Town will also request that the abutters pay for the survey and pin placement. Discussion ensued about the additional encroachments of horseshoe pits which will be removed and a docked boat that is allowable as long as it does not obstruct water access, and the previous removal of some trees which the Board will not pursue at this time.

5. **Appointment of Conservation Commission member**-Susan made a motion to appoint Maria Finnegan for a three-year term as a full member, Carole seconded. Roll call vote Chris, yes; Susan, yes and Carole, yes.
6. **Appointment of Zoning Board member**-Susan made the motion to appoint Charlie Champagne for a one-year term as a full member, Chris seconded. Roll call vote Chris, yes; Susan, yes and Carole, abstained.
7. **Appointment of Assistant Archivist**-Carole made a motion to appoint Celeste Snitko, Chris second. This is a volunteer position which has no term limit. Roll call vote Chris, yes; Susan, yes and Carole, yes.
8. **Appointment of Library Trustee**-The Board accepted the resignation of Susan Gillette. Carole made a motion to appoint Jerry Bird as a trustee to fill out the term expiring 2023 Susan seconded. Roll call vote Chris, yes; Susan, yes and Carole, yes.
9. **Open Spaces Committee**-There is interest on the part of the Conservation Commission to continue the work of this sub-committee. The Archivist will be consulted to see if there are any guidelines previously established.
10. **Town Clerk/Tax Collector update**-Jeannie reviewed the lien process. She informed the Board that there are many unregistered dogs. She is now charging a \$1 per month late fee and has reminded owners. The Police Department will be given the list so that they can make additional phone call reminders. End of the day closeouts are taking longer so Jeannie is asking people to come in 20 minutes before closing.
11. **Bid Policy updates for review**-The Board reviewed the draft policy which raised the bid threshold from \$1,500 to \$5,000. Edits will be incorporated and presented at the next meeting.
12. **Heating bids**-Two bids were received.
 - Dead River Company
 - L&G Propane/Discount Oil.Chris made a motion to accept the bid from L&G Propane/Discount Oil as the pricing was most advantageous to the Town, seconded by Susan. Roll call vote Chris, yes; Susan, yes and Carole, yes.
13. **Vehicular Traffic and Public Ways Ordinance**-signed by the Board. Roger ordered the informational parking signs and enforcement will occur after they are installed. The Highway department will use their inventory of no parking signs before ordering more signs.
14. **Building Permit Policy amendment**-Discussion ensued about a resident requesting a refund on a lapsed permit. Chris made a motion to add the following wording to our permits, "Building permit fees are non-refundable" as there are administrative and

building inspector costs associated with the initial application; Carole seconded. Roll call vote Chris, yes; Susan, yes and Carole, yes.

15. **Miscellaneous**-The two new Highway employees are taking the Transfer Station Training class. The Post Office ramp bid not receive any response.

OLD BUSINESS:

Lake parking

NEW BUSINESS:

NON-PUBLIC:

MOTION TO ADJOURN: A motion was made by Chris and seconded by Carole to adjourn the regular meeting at 6:45 PM and enter non-public session under RSA 91-A:3 II (c); three topics were discussed under the aforementioned RSA and separate minutes were taken. Roll call vote: Susan, yes; Chris, yes; Carole, yes.

A motion was made by Chris and seconded by Susan to re-enter public session and seal all three sets of minutes at 7:23 PM. Roll call vote: Susan, yes; Chris, yes; Carole, yes.

ADJOURNMENT:

There being no further business, Susan made a motion to adjourn the regular meeting at 7:23PM, seconded by Chris. Roll call vote: Chris, yes; Carole, yes; Susan, yes.

Minutes respectfully submitted by Katherine M. Fuller

Chris Raymond

Carole Monroe

Susan Peters

