

TOWN OF DANBURY

BOARD OF SELECTMEN MEETING MINUTES

May 7, 2025

The meeting was called to order by Jessica Hatch at 6:00 PM with all members present, James Farmer and Frances Bliss, along with administrative assistant Chantal Roussel. The audience included Karen Padgett, Cameron Huntoon and Jeremy Cornell.

Appointments

Karen Padgett @ 6pm to review ARPA funds/SLFRD Compliance Report

- Other topics were brought to the board's attention including the request to trustees of the trust fund for \$40,000 Huntoon Excavation- which was already given to the Town last year in 2024, so the request that was signed on 4/30/2025 is duplicated and can be destroyed. Also, last year, expenses were paid to Eagle Pond Studio for safety services building funds, but no request was made to the trustees of the trust fund, so the money was not distributed to the town. The Administrative Assistant will fill out a form to formally request \$4,260.63 from the Trustee of Trust funds.

Opening sealed 2025 Sand Bids @ 6:15 pm

- Morrison Construction
 - o \$12/yard(pick up from Bridgewater)
 - o \$24/yard(delivery to Highway Department)
- Hiltz Excavating
 - o Price not available for pick up
 - o \$25/yard(delivery to Highway Department)
- Huntoon Excavation
 - o \$8.50 (pick up at 46 Peckham Lane in Danbury)
 - o \$14/yard (delivery to Highway Department)
- Phelps Construction
 - o \$8/yard (pick up from South Danbury pit)
 - o \$12/yard(delivery to Highway Department)

Approval of public/non-public meeting minutes from 4/30/2025

Motion to approve the minutes made by Jessica Hatch, seconded by James Farmer, all in favor.

Consent/Signature Agenda

- Payroll / Accounts payable
- Driveway permit applications
 - o 05-2025D | Setterlund | 408-065/066 | Danbury Woods Rd
 - *Driveway needs to be marked out so Road Agent and Selectmen can see the proposed sight.*
 - o Wetton | 410-090-010 | Eastern District Rd(denied on 4/30, needs to be signed)
 - o 04-2025D | Hill | 138 Ward Hill Rd | Create new driveway
- Intent to Cut Wood or Timber
 - o Jeffrey Wetton | 410-090-10 | Eastern District Rd
 - *Lot 9 must be used as point of ingress and egress for logging trucks*

Motion to approve items in the consent/signature agenda (with the stipulations on the driveway permit and intent to cut) was made by Jessica Hatch, seconded by James Farmer all in favor.

Building Permit Applications

- 12-2025B | Shinn | 54 Old Turnpike Rd | 412-060 | Renovation of trailer

- 13-2025B | Shinn | 54 Old Turnpike Rd | 412-060 | Camper on property for trailer renovation
 - *Motion to approve both building permits for Shinn made by Jessica Hatch, seconded by James Farmer, all in favor.*
- 04-2025B | Fenton | 81 NH Route 104 | Storage container
 - *Funds were received for the building permit submitted in February.*
 - *Motion to approve the building permit was made by Jessica Hatch, seconded by James Farmer all in favor.*
- 14-2025B | Beattie & Davis | 257 Taylor Hill Rd | 12x16x10 shed
 - *Motion to approve building permit made by Jessica Hatch, seconded by James Farmer, all in favor*

Selectmen

- Proposed updated vacation time accrual
 - *The final draft will be written for the 5/21/25 meeting and reviewed for consideration.*
- HealthTrust probationary period
 - *Our policy will coincide with HealthTrust in regard to new full-time employees will have health coverage effective the 1st of the month following the completion of 30 days*
- Ball Field Reservation
- Policy on opening mail?
 - *The administrative assistant will now be responsible for opening all pieces of mail that come in from the USPS and distribute accordingly. This policy will be updated in Financial Policies and Procedures.*
- Review of profit and loss

FYI

- Stephen Polizzi
 - Twila's laptop
 - Paperwork/invoices
- Vegetation Control Services
- NH DRA Base Valuation

Reviewed by all 3 selectmen, no decisions were made

*Motion to enter nonpublic session made by Jessica Hatch 8:17PM per RSA 91-A:3, II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, **unless** the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted seconded by James Farmer, all in favor.*

Motion to come out of nonpublic session made by Jessica Hatch at 8:48PM, seconded by James Farmer all in favor.

No decisions or motions were made; Administrative Assistant Chantal Roussel gave her 2 weeks' resignation.

Fire Chief Jeremy Martin arrived to have purchase orders approved

- *Motion to approve the replacement of the springs of the 98 freightliner for \$3,650.52, made by Jessica Hatch, seconded by James Farmer, all in favor.*
- *Motion to approve a new gas meter for \$1,300 made by Jessica Hatch, seconded by James Farmer, all in favor.*

Motion to adjourn the meeting at 9:04PM made by Jessica Hatch, seconded by James Farmer, all in favor.