

# Town of Danbury

## BOARD OF SELECTMEN MEETING MINUTES

Wednesday, November 29th, 2023, 6:00 PM

**Members present:** Jessica Hatch, Chair, Tracy Shepard, Ruby Hill  
Also present, Maggi Fellows, Administrative Assistant  
Tom Austin, Ronald Moran, Linda Sargent

### Appointments

6pm Tom Austin, to discuss building permit, additional information  
6pm Ronald Moran, to explain building permit.  
7pm Kendra Braley/ Danbury community center

Chairperson Hatch opened the meeting at 6:15pm

**Tom Austin** is the project manager for American Properties Corporation, Building Permit 53-2023b, 437 Walker Brook Rd. Tom explained the exterior and interior renovations this building permit would include, and also a small 108ft addition to go on to the back of the existing structure. Jessica Hatch made a motion to approve the building permit, Tracy Shepard seconded the motion, motion passed 3-0

**Ronald Moran** owner of 72 Spa Rd. Building Permit 56-2023b, in to explain the placement of a used mobile home in the same spot as the previous mobile home, the existing mobile home was moved, and gutted out to be used as storage, Ron also advised he would be building a deck on the residence mobile home. The approximate size of the deck would be 8x12 to 8x16 feet. Jessica Hatch made a motion to approve the building permit, Ruby Hill seconded the motion, motion passed 3-0

**Kendra Braley** Danbury Community Center Director, in requesting support and an increase in the money from the town budget to the DCC, she advises they have exhausted their savings and will not be able to function for all of 2024. The Board requested she come back in to meet with the budget committee, tomorrow night. (Thursday 11/30/2023)

**Approval of Meeting Minutes 11/15**, Jessica Motioned to approve with 2 additions,  
( The Company name (*RM Devco LLC. Douglas Anderson*) be added to the Highway Excavation Permit, Ragged Mountain Rd, RM Devco LLC. Douglas Anderson, And the dollar amount be added to the Tax Warrant (1,935,285.99). Ruby seconded the motion, motion passed 3-0

### Consent/Signature Agenda

**Payroll and accounts payable/ Signed.**

**Vachon / Nemwtz Application for Additional Current Use** (411-083-003) Phelps Lane, Jessica made a motion to approve the additional land into current use, Tracy Second the motion, motion passed 3-0

**Roberts Tax Warrant Supplemental**, Jessica made a motion to approve and sign, Ruby seconded, motion passed 3-0

### Building Permit Applications

53-2023b 437 Walker Brook Rd, Re-submission due to additional info. (413/414-024), Jessica motioned to approve, seconded by Tracy, Motion passed 3-0

54-2023b Evans, Littlefield Rd. Solar Array (416-030-000), Jessica made a motion to Approve, Ruby seconded; motion passed 3-0

55-2023b Overlock, 89 High St. (201-013-000), Jessica made a motion to approve, Ruby seconded; motion passed 3-0

56-2023b Moran, 72 Spa Rd. (201-078-000), Jessica made a motion to approve, Ruby Seconded; motion passed 3-0

### **Driveway Permit Application / None**

### **Old Business / None**

### **New Business**

**Application for payment from trust / Safety Service Building Capital Reserve Fund,** (\$10174.50) Ruby motioned to approve and sign, Jessica seconded, motion passed 3-0.

**Application for payment from trust / Bridge Capital Reserve Fund,** (\$5685) Jessica motioned to approve and sign, Ruby seconded, motion passed 3-0

### **Selectmen**

**Approval of Updated Personnel Policy,** Jessica motioned to adopt the revised Personnel Policy, dated 11/29/2023, Tracy seconded, motion passed 3-0. The Board requested it be distributed to Town employees with a receipt signature page.

**Budget Worksheet,** Updated information given to the board for their review, will be addressed at the next meeting.

**Building Permit Revision,** Sample applications and information given to the board from Ruby for review, will be addressed at the next meeting.

### **FYI**

Tracy requested a review of the dump pricing, and requested Jim Larkin and Mike Maines come to the meeting 12/6/2023 to discuss.

He also advises they have eliminated dumping shingles and have implemented a 1 load a day limit for all residents, for household waste. They are still having issues with people pilfering the dump after hours and is concerned with the liability if someone was to get hurt while they were on the town property after hours, he requested we look into some "NO TRESPASS" signs that state "per Order of the Danbury Board of Selectmen".

Jessica made a motion to purchase the storage container to use to house the waste oil at the highway garage for the estimated price of \$3450.00 delivered. Ruby seconded; motion passed 3-0

### **Non-public session per RSA 91-A:3,II (1) Legal**

7:37pm Jessica motioned to go into Non-Public session.

7:46pm Jessica motioned to come out of Non-public session,

Jessica advised the Board was going to wait for the ZBA to complete their process.

At 7:58 Jessica motioned to adjourn, seconded by Ruby. Motion carried. Meeting adjourned.

The next meeting of the Board of Selectmen will be held on Wednesday, December 6th, 2023, at 6pm.

*Respectfully submitted, Maggi Fellows, Administrative Assistant*