

TOWN OF DANBURY BOARD OF SELECTMEN MEETING MINUTES May 21, 2025

The meeting was brought to order at 6:04 PM by Jessica Hatch, with all members present and Administrative Assistant Chantal Roussel.

Audience of Jeremy Cornell, James Phelps and Diane Blasotto.

Discussion about paving bids at 6:00PM with Jeremy Cornell

Motion to approve GMI Asphalt's paving bid for \$73,080 for School Pond Road and Old Turnpike Road, made by Jessica Hatch, seconded by James Farmer.

Approval of public/non-public meeting minutes from 5/7/2025

Motion to approve the minutes made by Jessica Hatch, seconded by James Farmer. Motion passed.

Consent/Signature Agenda

- Payroll / Accounts payable
- MS-535 Report
- Driveway permit applications
 - 07-2025D | Stukus | 410-090-007 | Eastern District Rd Lot #7
 - 08-2025D | Wetton | 410-090-010 | Eastern District Rd Lot #10
- Application for payment from trust for \$4,260.63 from the safety services capital reserve fund paid to Eagle Pond Studio last year & \$556.20 from capital reserve fund for Ragged Mountain Road expenses
- Dry Hydrant Project letter
- Abatement for Danbury Christian Church
- ARPA funds bank reconciliation
- Bar Harbor bank reconciliation
- Ragged Mountain extension of liquor license
- Approval of tax warrant for \$1,937,714.99 due on or before the 1st day of July 2025

Motion to approve items in the consent/signature agenda was made by Jessica Hatch, seconded by James Farmer, all in favor.

Opening 2025 Ragged Mountain Road Project bids at 6:30PM

Bids were opened at 6:36pm

- Phelps Construction
 - James Phelps answered questions from the Board regarding his bid of
 - \$225,834
- GMI Paving Asphalt
 - \$285,881.90

Building Permit Applications

- 15-2025B | Carte | 76 Eastern District Rd | 201-070 | Chicken coop | Jessica motioned to approve the building permit, seconded by James. Motion carried.
- 16-2025B | Galvan | 20 Elmwood Trailer Park Rd | 411-040-MH4 | mold remediation

Jessica motioned to approve the building permit, seconded by James. Motion carried.

Interview for Administrative Assistant Position at 7:00PM & 7:30PM (nonpublic)

At 7:00, Jessica motioned to enter non-public session per

- **RSA 91-A:3, II(b) The hiring of any person as a public employee.**

Motion seconded by James. All in favor.

James motioned to exit non-public session at 8:13, seconded by Jessica. All in favor.

Jessica stated that two candidates had been interviewed for the Administrative Assistant position, but no decision has been reached yet.

Old Business

- The final draft for vacation accrual time was reviewed and discussed. Amendments were made. James motioned to approve the Vacation Accrual Schedule, seconded by Jessica. Motion carried.
- The drafted mail-opening policy was reviewed. During the discussion, concerns were raised about bank statements being emailed directly to the Treasurer, as this limits access to the information to a single individual. The Board will request a meeting with the Treasurer to explore options for broader access to the information. In addition, more information will be gathered from New Hampshire Municipal Association legal services about this issue.
Frances motioned to accept the update mail opening policy, seconded by James. Motion passed unanimously.

FYI

- Unknown Comcast check | Jessica stated this is the Comcast franchise fee payment to the Town, received quarterly
- 52 Danbury Woods email from Cathy Chabot | seeking information on any permits issued for property on Danbury Woods Road | Chantal provided her the information
- Rick Evans explanation and RSA for forest conservation
- Zoning board abutter letter for 1406 US Route 4 | Hearing to be held on 6/2/2025
- Employee vacation requests
- Appeal against the issues of an intent to lien for 700 Waukeena Lake Road |
- April property sales Appeal against the issues of an intent to lien for 700 Waukeena Lake Rd | taxpayer will be advised to apply for abatement of the interest charges due to a miscommunication between the tax collector and treasurer. There was a discussion about emailing tax bills out of country.
- Approval for Septic for 58 Brookside Lane & 81 Hemlock Lane

Selectmen

- Nonpublic session to discuss legal matters

At 9:42 Jessica motioned to enter non-public session per

- **RSA 91-A:3, II(I) (I) Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.**

Motion seconded by James. All in favor.

Jessica motioned to come out of non-public session at 9:43, seconded by James. Motion passed unanimously.

Jessica made the following motion:

We have received a Petition for the Removal of Land Use Board Member, John A. Taylor. The Board has seriously considered Mr. Taylor's actions, and the request that we take action to remove him from the Planning Board, including reviewing the request with our attorney. While we strongly disagree with the actions Mr. Taylor took with regard to the Deuink application and the Marchand appeal of that decision, we believe that it is best left to the voters to address those actions should Mr. Taylor seek re-election to the Planning Board when his term expires. Therefore, I move that we not take any action to remove him from office.

Motion seconded by James. Motion passed unanimously.

There was discussion regarding the reconstruction of Ragged Mountain Road from New Canada Road to Deckmans Road. As of April 30, the Road Construction Capital Reserve fund established strictly for this project, is \$135,380.42. In addition, another \$75,000 will be added to the fund in 2025 as approved by the voters in March. Ragged Mountain Resort owes \$25,000 for the road impact fee for the subdivision approved in 2024. A letter will be sent to RMR requesting an additional \$50,000 for road construction.

The Board will meet on May 28, 2025, at 6pm with the engineer for the project and a representative from Ragged Mountain Resort.

Also, the Board will meet Friday, May 23 at 6pm to interview a potential candidate for the Administrative Assistant position.

At 10:00pm Jessica motioned to adjourn the meeting, seconded by James. All in favor. Meeting adjourned.