

Town of Danbury

BOARD OF SELECTMEN MEETING MINUTES

Wednesday December 7, 2022, 6:00 PM

Members present: Jessica Hatch, Chair, Tracy Shepard, Ruby Hill
Also Karen Padgett, Administrative Assistant
Jeremy Cornell, Road Agent

At 6:00pm Jessica Hatch opened the meeting.

Ruby motioned to approve the November 30, 2022, minutes as amended for a spelling error, an omitted word and a correction to the time the meeting was adjourned. Motion seconded by Jessica and passed unanimously.

Consent/Signature Agenda

- Payroll and accounts payable
- Timber tax bill/ Evitts /22-111-07-T \$1136.16
- Purchase order for the Police Department - Staples \$739.29/ink and external hard drive
- AA vacation request

Jessica motioned to approve the consent agenda, seconded by Ruby. Motion passed unanimously.

Building Permit Application

- **40-2022B PHELPS/1480 US ROUTE 4/418-029** Placement of Mobile Home on gravel slab. There was discussion about the state requirement for mobile home pads, whether it must be concrete. Ruby reviewed the building code online which indicated a concrete or gravel slab is acceptable. Jessica motioned to approve the building permit, seconded by Tracy. Motion passed 2-0 with Ruby Hill abstaining from the vote.
41-2022B LAVALLEE/95 High St/12 x 28 shed. This permit will be held until the owner includes interior renovations that are being done.

Old Business

- Jessica Cook met with Chief Warn to review his needs for a new building. She would like a walkthrough of the Fire Department to view their existing situation.
- Various correspondence was signed. Three courtesy letters for building without a permit and a reply letter to Lynn Walker.

New Business

- Louise Andrus, State Representative, came in last week to review the tally sheets from the most recent election. She emailed the Selectmen regarding counting errors that were made that gave votes to D. Aylward that should have gone to L. Andrus. At the Secretary of State recount, these errors were discovered. Ruby suggested some basic instruction should be given to all the ballot counters to ensure consistency in the process before the next election.
- Karen requested information from NH Primex regarding cyber security. Nothing has been received yet, as the person who handles that is out of town at a conference.

Road Agent Cornell

- Purchase Orders
 1. BB Chain \$1,670 for grader tire chains
 2. United Rental \$6,500 to purchase storage container at Highway Garage
 3. Pete's Tire \$1,061.99- spare tires and rim for pick up
 4. Jordans \$1,845.50 cutting edges for the 2015 truck
 5. Uline \$970.00 for a 3-man locker

Jessica motioned to approve all 5 purchase orders, seconded by Ruby. Motion passed 3-0.

- He asked to change his request for uniforms because the contract price with Cintas has increased. The new request is for \$9,650.

- He presented a quote from one company for a loader. Two other companies have not yet responded to the request for quote. It does not include a plow or spare tires. He estimates that the plow and tires will add about \$20,000 to the price.
- He informed the Board of a conversation/meeting he had with a property owner on Searle Hill Road. The driveway permit issued in 2019 requires that a culvert be installed for the driveway. She has built the foundation for the home, did not have the culvert installed and the water is running onto her property. She met with the Road Agent because she feels it is the town's fault that the water from the road is coming onto her property. Cornell says that the problem is that there is no culvert to divert the water from her property. She also spoke with Karen Padgett who advised her to attend a Board of Selectmen meeting or to write a letter to the Board with her concerns.
- The town pick up truck has been in the shop for 3 weeks. The shop shut down with COVID and now they are waiting on parts. In the meantime, he has been using his personal vehicle for Town business.
- He is still working on getting quotes to have a window and fan installed at the highway garage. One quote for the exhaust fan has been received.

At 7:05 Jessica motioned to go into nonpublic session 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, inwhich case the request shall be granted.*

Motion was seconded by Tracy and passed unanimously.

At 7:13 the Board returned to public session with no votes taken and no decisions made.

Selectmen

- The date for 1st deliberative session was set for Thursday, February 9 at 7pm with a snow date of Friday, February 10 at 7pm. The Budget Committee needs to set date for public hearing on the budget.
- **Ruby** informed Mark Zaccaria of the Planning Board that their budget for this year has \$1000 allocated for the Master Plan. He has received a quote from a company in Manchester for mailing the surveys. Ruby suggested Country Press for the mailing as another alternative. She also spoke with Jessica Gamboa of the Recreation Committee regarding the Rec Committee funds that are held in a separate account which totals over \$11,000 to be sure they were aware of the funds.
- **Jessica** reported on the Budget Committee work. They have completed half the budget and will possibly be finishing up this week.

The remainder of the meeting was spent working on possible warrant articles. These include tentative appropriations for the property revaluation capital reserve, bridge capital reserve, highway equipment capital reserve, establishing a new emergency services building capital reserve and depositing funds into it, and funds for the Ragged Mountain Road paving project. Warrant articles will be finalized at the next meeting.

FYI

- Danbury student list
- Note from Treasurer on Lexipol payment
- Merrimack County budget
- Right to Know request received by Fire Department
- School district meeting dates and deadlines
- Recent NH Supreme Court decision

At 8:28pm 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 21, 2022, at 6pm.

Respectfully submitted, Karen Padgett, Administrative Assistant