

**Town of Danbury**  
**BOARD OF SELECTMEN MEETING MINUTES**  
**December 16, 2020 6:00 PM**

**Present:**

Jessica Hatch, Chairman /Lyn England, Selectman/James Phelps, Selectman  
Karen Padgett, Administrative Assistant

Appointments: 6:15pm Town Clerk/Tax Collector Tricia Taylor

**Checks/Applications/Signatures**

- Payroll(\$33,822.11) and accounts payable(\$219,769.00) were signed.
- Jim motioned to approve the minutes of 12/2 with an amendment to change “summer maintenance” to “maintenance” and motion was seconded by Jessica. Minutes approved 3-0.
- November bank reconciliations were signed.
- Purchase Order –
  1. Fire Department \$1950 6 tires for the rescue truck.
  2. Fire Department \$1240 4 SCBA masksJessica motioned to approve the PO’s, seconded by Lyn. Motion passed 3-0.
- Jessica motioned to request funds from the Trustees of the Trust Funds as follows:
  1. \$112.06 from Bridge Capital Reserve Fund to cover expenses paid for the 2020 fiscal year
  2. \$1,000 from the Cemetery Trust Fund for 2020 cemetery maintenance.Motion was seconded by Jim and passed 3-0.
- Jim motion to approve Building Permit 47-2020B for S. Anderson 181 Dean Rd 408-011 for interior completion and renovations. Motion seconded by Lyn and passed 3-0.

**Previously Signed**

- Building Permit 46-2020B Stan and Samantha Phelps 53 Ragged Mtn Road – Replace porch  
Jessica motion to approve the building permit, seconded by Lyn. All in favor.

**Tricia Taylor**

Tricia was in to review her budget request with the Board of Selectmen, and more specifically the increase in the wages line item. A new laptop and a program license for the tax software will be purchased this year. This will enable the town clerk/tax collector to handle car registrations and the deputy to process tax payments simultaneously. A purchase order in the amount of \$399 was approved.

**Chief Martin** came in with some purchase orders. Purchase orders were approved for 6 tires for the rescue truck(\$1950) and 4 SCBA masks(\$1240). A discussion was held about the purchase of a new forest fire vehicle.

**Old Business:**

- The quote from Brian D. Fogg, LLC for utility assessing services for 2021 was discussed. The Board agreed to contract his services for 2021 for assessing the utilities and the cell tower on top of Ragged Mountain. Karen will request a contract for review.
- Karen has received inquiries from people asking if there is a phone number to call for Consolidated Broadband as some people do not have access to the internet to go on the website. Jessica will look into that.
- The owner of 548 North Road pushed more rocks into the road right of way after the town highway crew had pushed the first ones back. A letter will be written to the property owners advising them that this is a liability issue for them, as they could be liable for any damages.
- Jim is going to check on competitive pricing for the calcium skid unit that was approved for purchase at the 11/18 meeting.

- The owner of 1015 US Route 4 has paid all 2017 taxes and is no longer at risk of deeding. The owner of 714 Waukeena Lake Rd will be sending a letter to address the imminent deeding of the property.
- Property owner on Hemlock Lane will be submitting a building permit for a new home on his property and at the same time for the placement of the RV on the property while he builds.

**New Business:**

- Cindy Perkins of CNP Appraisals will have several land use change tax assessments ready before the end of the year as requested by Karen.
- The rear window on the highway pick up broke and a claim with the insurance was submitted. The window has been replaced.
- Tom Palmer submitted his resignation as a Supervisor of the Checklist. Jim motioned to accept the resignation with appreciation for his service to the community. Motion seconded by Lyn and passed unanimously. Per NH law, the vacant position is filled by the remaining Supervisors of the Checklist.
- Asplundh sent out mailers requesting permission to trim trees on several town properties.
- Karen suggested the annual town report cover should have something to do with the town wide broadband and the broadband committee. Jessica will check with other committee members for ideas or a possible design.

**Selectmen Items**

- The Board continued work on the 2021 budget. Possible warrant articles were also discussed.
- The following dates were set:
  - Public hearing on the budget 1/14/2021 7pm/snow date 1/15/2021 7pm
  - Public hearing on issuance of long term not 1/14/2021 - 1/29/2021
  - 1<sup>st</sup> Deliberative Session 2/4/2021 7pm/snow date 2/5/2021 7pm
  - Voting day 3/9/2021 11am – 7pm
- Abutters must be notified by 1/21 of any warrant article to discontinue a town road

**FYI/REVIEW**

- Septic construction approval – Clarke 418-020-002
- Notice of Condemnation and Declaration of Taking– Ladd land taken by State of NH
- Letter to job applicant
- Monthly property sales November
- George Heaton sent information regarding NHDOT meeting for bridge over rail trail – to put an engraving “Northern Railroad on it.

At 9:20pm Jim motioned to adjourn, seconded by Lyn. All in favor. Meeting adjourned.

*Respectfully submitted, Karen Padgett, Administrative Assistant*