

TOWN OF DANBURY - Board of Selectmen

Meeting Minutes Wednesday, March 25, 2020 6:00 pm

Members Present: Jessica Hatch, Chair
 Lyn England
 James Phelps

Administrative Assistant Karen Padgett

Checks/Applications/Signatures

- **Payroll and accounts payable** were signed. A refund check was issued to D. Allard in the amount of \$1278.00 for overpayment on a trailer registration.
- Jim motioned to approve the **minutes of 3/18**. Motion seconded by Jessica & passed 3-0.
- Jim motioned to sign an **Intent to Excavate for Clarke Map 418-020**. Motion was seconded by Jessica and passed 3-0.
- Jim motioned to approve a Declaration of Right to Inter for Palmeira. Motion was seconded by Lyn and passed 3-0.

CORONAVIRUS

- Cathy Jo Hatch, Deputy Town Clerk, is looking into the possibility of online payments for Motor Vehicle registrations.
- Karen has looked into working remotely from her home.
- Discussion took place regarding closing the Town Hall. Many communities in the state have closed their town offices to the public. Actions should be taken to ensure the safety of town employees and the public. Jim made a motion to close the Danbury Town Hall to the public allowing access by appointment only during this coronavirus period, effective immediately. Motion was seconded by Lyn and passed unanimously.

Twila Cook, Treasurer

She let the Board know that she has been doing one deposit transaction on Fridays, since the bank lobbies have closed. Looking forward, she suggested starting the paperwork with Marie Pelletier of Bar Harbor for a tax anticipation note. Also, if tax bills can be ready to go out by May 15 that would be good. Jim commented that we are not going to get the revenues that were budgeted, such as rooms and meals tax money and highway block grant funds.

Old Business:

- A bridge quote from Hanson was received for replacing the bridge on Walker Brook Rd near Stewart Rd. The quote is \$68, 560.00 This is a wooden bridge. No action was taken on the bridge replacement.

New Business:

- Andy Phelps requested in a memo that in lieu of payment to Tom Austin for tree work and removal that he did at the cemetery on Forbes Mountain Rd, the town trade for a cemetery plot valued at \$200. For accounting purposes, the Board would like Andy to prepare an invoice for the tree work, pay Mr. Austin the \$200 and have him sign over the check to the town, or issue a check to the Town of Danbury for the cemetery plot.
- Tricia Taylor, town tax collector, asked the Board if they would like to hold off on tax liening. They agreed that the lien should proceed as scheduled. They also reviewed a deed list that was provided by the tax collector.

Selectmen Items

- Jim suggested cancelling the order of the cruiser. Jessica believes it is too late, as the order has been placed.

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- Jim motioned to send a memo to all department heads asking them to hold off on any unnecessary expenditures until further notice. In addition, to lower the purchase order threshold to \$500 for the Highway Department and \$250 for all other departments. Motion was seconded by Lyn and passed unanimously.
- The Board decided to sell the old pick up truck to the highest bidder by sealed bid. It will be posted on the town website and listed on Craigslist. Pictures of the vehicle and specs will be needed. A tentative date of 4/15 was mentioned for opening the bids, depending on when the pictures and specs are received.

FYI/REVIEW

- Letter sent to Wilmot BOS regarding New Canada Rd turnaround. Mary Finelli called Monday to get a copy of “Area A” mentioned in easement
- Letter sent to Deborah Aylward

At 7:04 Jim motioned to adjourn, seconded by Lyn. Motion passed and meeting adjourned.

The next meeting of the Board of Selectmen will be on March 25, 2020 at 6:00pm.

Respectfully submitted, Karen Padgett, Administrative Assistant.