

TOWN OF DANBURY

Board of Selectmen - Meeting Minutes

December 17, 2025

Members present: Jessica Hatch and James Farmer along with Administrative Assistant Holly Surgens

Jessica Hatch opened the meeting at 6:41pm

Appointments

- **Kyle Levesque @7:00 – Hazard Mitigation Director**
 - Hearing to present the Hazard Mitigation Plan to the Board of Selectmen
 - *Hazard Mitigation Plan was presented to the board of Selectmen and floor was opened for public comment. No comments made.*
- **Melissa Suckling @ 7:30pm – Newfound School District School Board Chair**
 - To provide formal update of school board information.
 - *Melissa provided information regarding 3 building warrants to be on the Newfound School District ballot*
 - *Solar at Newfound High School. Cost of \$1,173,000. Cost savings of \$65,000 and \$299,000 in grants. This amount will be leased.*
 - *HVAC system for Newfound High School. Boiler and air handler replacement and conversion to propane. Cost of \$6 million. This amount will be leased.*
 - *LED light and electrical upgrade. Cost of \$1,000,057. This amount will be leased.*
 - *1/6/2026 @ 6:30 Listening session with Newfound Building Committee.*
 - *Newfound High School – Original plans allowed for future addition which could be used to accommodate middle school*
 - *Newfound School District has decided not to move forward with the purchase of the TD Bank building.*
 - *Melissa also mentioned that the Newfound School District is considering closing Danbury Elementary School and all students will attend Bristol Elementary School. DES students would attend district-wide elementary school located in existing middle school building.*

Approval of minutes from 11/5/2025, 11/19/2025, 12/3/2025 & 12/12/2025

- *Jessica Hatch made a motion to approve all minutes with corrections, seconded by James Farmer.*

Consent/Signature Agenda

- Payroll/Accounts payable
- 2025 Tax Warrant – 2nd bill in the amount of \$2,265,530.73
- Purchase Order for FD – Harold’s Truck & Auto Repair - \$1642.97 for Engine 1 & 2
- Notice of Federal Tax Exemption Expiration from WEX, credit card for fuel
- Federal Tax Exemption Request from Evans Group
 - *Jessica Hatch made motion to sign all items, seconded by James Farmer.*

Building/Driveway Permit Applications - None

Old Business

- Review budget worksheet

- Police wages budget

New Business

- Contract from Brian D. Fogg – Utilities Appraiser & Valuation Consultant
 - To be reviewed and approved. He will then send the final contract to us for signatures.
 - *Jessica Hatch made motion to sign the contract once final is received, seconded by James Farmer.*

Selectmen

- Review estimates:
 - Highway Dept – HP Fairfield - Debris blower - \$11,199
 - Police Dept – Bryany Paving - Lot paving \$14,120.00
- NHMA – info pages regarding Fire Dept volunteer classifications.

FYI

- NH Recycles Member Pricing info sheet for tire recycling.
- Right To Know request from Cathy Chabot
- Newfound Area School District listing SB2 deadlines and meeting dates
- Emails from Pam Brown
- DCC lease agreement

All Selectmen and FYI items reviewed

The Selectmen worked on the 2026 budget for the remainder of the meeting.

Motion to adjourn the meeting at 9:21pm made by James Farmer, seconded by Jessica Hatch.

Meeting minutes prepared by Holly Surgens

Meeting minutes approved by the Board of Selectmen on 12/29/2025