

TOWN OF DANBURY

Board of Selectmen - Meeting Minutes

December 29, 2025

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

Jessica Hatch opened the meeting at 7:13pm

Appointments – None

Approval of public meeting minutes from 12/17/2025 & Hazard Mitigation Plan Hearing

- *Jessica Hatch made a motion to approve 12/17/2025 minutes with corrections, seconded by James Farmer.*
- *Jessica Hatch made a motion to approve the Hazard Mitigation Plan minutes, seconded by James Farmer.*

Consent/Signature Agenda

- Payroll
- Purchase order - FD – Lakes Region Fire Apparatus – \$969.62
- Purchase order – FD – Bergeron Protective Clothing - \$7,175.00
 - *Jessica Hatch made a motion to sign all consent/signature items, seconded by James Farmer, all in favor.*

Building/Driveway Permit Applications - None

Old Business

- Review budget worksheet
 - *James Farmer made a motion to reduce the amount of the Highway Office Admin Asst to \$5,500, seconded by Jessica Hatch.*
 - *Jessica Hatch made a motion to reduce the amount of the TX/TC computer Support to match the Budget Committee recommendation of \$5,800, seconded by James Farmer.*

New Business

- Review of IT recommendations from Stephen Polizzi.
- Draft of warrant articles.
- Draft of default budget worksheet.
- Review of Payment schedule for Newfound Area School District for 2025-2026 year.

All New Business items reviewed, no motions made.

Selectmen

- Review of Highway Dept. employee 90 day evaluations for Ken Parson and Robert Crisco
- ❖ *Jessica Hatch made a motion to enter into non-public session to discuss personnel matters @ 8:40pm, seconded by James Farmer.*

- ❖ *Jessica Hatch made a motion to come out of non-public session @ 8:58pm, seconded by James Farmer, all in favor.*
- ❖ *Jessica Hatch made a motion to increase the wages for Ken Parsons and Bob Crisco, from \$23.00 per hour to \$25.00 per hour based on their 90 day evaluations. This increase is retroactive from 12/16/2025. This motion was seconded by James Farmer.*

FYI

- Fire Protection Service reports from Cintas for government buildings.

All Selectmen and FYI items reviewed

Motion to adjourn the meeting at 9:09pm made by James Farmer and seconded by Jessica Hatch.

Meeting minutes prepared by Holly Surgens

Meeting minutes approved by the Board of Selectmen on 1/14/2026