

TOWN OF DANBURY

Board of Selectmen - Meeting Minutes

March 18, 2026

Members present: Jessica Hatch, James Farmer and Frances Bliss, along with Administrative Assistant Holly Surgens.

Jessica Hatch opened the meeting at 6:07pm

In attendance: Alan Huntoon, Police Chief Chris Kelby, Harold Knott, Frank Ulmer & Frank Ulmer Jr.

Appointments:

- Chris Kelby – to discuss grant for laptops & printers in cruisers
 - *Chris will get estimates for equipment and provide them to the selectmen at a later date.*
- Harold Knott & Frank Ulmer – to discuss the closing of Danbury Elementary School
 - *Selectmen discussed closing of Danbury Elementary School. They advised that the town has not yet received official confirmation of the school board's decision to close the school.*

Approval of minutes from 3/4/2026

- *Jessica Hatch made a motion to approve the minutes from 3/4/2026 with spelling correction, seconded by James, all in favor.*

Consent/Signature Agenda

- Payroll/Accounts payable
 - Report of Excavated Material – Phelps – 25-111-01-E - \$61.02
 - Report of Excavated Material – Phelps – 25-111-02-E - \$630.14
 - Report of Excavated Material – Phelps – 25-111-03-E - \$228.80
 - Purchase order for Fire Department - \$4,000 - Transmission/Engine 3
 - Veterans Credit application – Shepard
 - Bank Reconciliation for February 2026
- *Jessica Hatch made a motion to sign all consent/signature items, seconded by James Farmer, all in favor.*

Building/Driveway Permit Applications

- 3-2026B | Allard | 50 Hoyt Brook Rd | 408-046 | 26' x 40' Prefabricated garage.
 - *James Farmer made a motion to approve the building permit for Allard, seconded by Jessica Hatch, all in favor*

Old Business - None

New Business - None

Selectmen

- Email review-
 - Chief Martin – PO for Engine 3 and catch basin to be cleaned in spring

- Lauren Moran regarding Community Week at Danbury Elementary School and touring the Danbury Town Hall.
- Certified mail from David Burda regarding abatement of school tax
- Review of lists of properties to be sent letters with intent to lien/deed.

FYI

- County of Merrimack – Public Notice of Hearing/Delegation Meeting.
 - *All Selectmen and FYI items reviewed.*
 - *Reached out to legal to review email from Burda*

- *A motion was made by Jessica Hatch to leave members on appointed boards “as is”. Currently Jessica Hatch is the selectmen’s representative on the Budget Committee, James Farmer is the selectmen’s representative on the Safety Committee and Frances Bliss is the selectmen’s representative on the Planning Board. All in favor.*
- *James Farmer made a motion to appoint Jessica Hatch as the Selectmen Chair, seconded by Frances Bliss, all in favor.*

Additional discussion:

- *Chris Kelby discussed the creation of a new town website and that he will look into it more, paving of the Police Dept. parking lot, Possibility of an outside electrical outlet as well as a water spigot for a hose and hiring a part-time police officer. No decisions were made on paving, outlet or water spigot. Chief Kelby will be accepting applications for a part-time officer.*

Motion to adjourn the meeting at 7:54pm made by Frances Bliss, seconded by James Farmer, all in favor.

Meeting minutes prepared by Holly Surgens

Meeting minutes approved by the Board of Selectmen on 4/1/2026