

Town of Danbury
BOARD OF SELECTMEN MEETING MINUTES
Wednesday, November 15, 2023, 6:00 PM

Members present: Jessica Hatch, Chair, Tracy Shepard, Ruby Hill

Also present, Maggi Fellows, Administrative Assistant
Appointments 6:00 pm Road Agent Cornell / Uniform Contract
Chief Cristopher Kelby

Chairperson Hatch opened the meeting at 6:08pm

Road Agent Cornell in to see the board, requesting a signature to move forward with the new uniform contract, new company is Unifirst. Ruby Hill made the motion to sign the Unifirst contract, seconded by Jessica Hatch, passed 3-0

Approval of 11/01/2023 Meeting minutes & 11/09/2023 Emergency Meeting minutes, Ruby Hill made the motion to approve the minutes, seconded by Tracy Shepard, Passed 3-0

Consent/Signature Agenda

- Payroll and accounts payable
- Bristol Fire Department 2024 Ambulance contract (\$67,125.13)
- 2nd Notice , Hollins School pond / RV (201-054-001)
- Final Notice , Moran Spa Rd / Building permit needed. (201-075-MH1)
- Courtesy Notice , Overlock 89 High St Building permit needed. (201-013-000)
- Courtesy Notice , Rowell 371 US Route 4 Trash (409-071-000)
- Highway Excavation Permit, Ragged Mountain Rd, RM Devco LLC. Douglas Anderson
- Tax Warrant (1,935,285.99) Signed

Jessica Hatch made a motion to approve all & sign, Tracy Shepard seconded, Passed 3-0

Building /Driveway Permit Applications

51-2023b Hutchins 40 Barry Highlands Rd 8x16 shed Denied Doesn't meet Setbacks

52-2023b Brewer 21 Lebaron Rd solar array Jessica Hatch made motion to approve, Ruby Hill Seconded, Passed 3-0

53-2023b American Prop Corp, 437 Walker Brook Rd Exterior & Interior Reno, Jessica Hatch Motioned to approve, seconded by Tracy Shepard, 2 in Favor, Ruby Hill NO.

New Business

Dental insurance proposal, (HealthTrust) select board requested more information be obtained, do We need 75% of the employees on the plan, and possible quotes from other companies.

FYI –

Memo from Town Clerk, Tax Collector reference building maintenance, office door, upstairs Vault door, and internet issues

Office Door & Vault door: this is believed to be a weather-related issue; it is found that if you lift up on the door when closing the door latches, the vault upstairs has been checked multiple times, And has been found to be locked.

Internet: this Was discussed and believed to be a modem or wiring issue, Board advised TCTX Should contact the cable company for possible updates on modem or wiring, not believed to be A building wide issue.

At 6:47 pm Jessica Hatch Motion to open the meeting for the Emergency operations plan, Kyle Levesque was in to speak, he advises the 2015 plan has been updated to the 2023 plan; if approved by the town it then goes to the State for approval and should then be updated every 5 years. Kyle advised he would be working on the Hazzard Mitigation plan tomorrow to get that submitted. He advised he had the draft document but would be adding and expanding for the future.

Kyle & Jessica Asked for any public comments, there was none.

Jessica Hatch Motioned to close the public hearing. Ruby Hill made a motion to approve the Emergency Operations plan, Tracy Shepard Seconded, Motion Passed 3-0.

At 6:55 pm Jessica Hatch Swore in Part-Time Police Chief Christopher Kelby, there was some discussion, reference continuing to use the MCSO for continued coverage while Chief Kelby gets the department and vehicles up and running, The Board advised they would keep Merrimack County Sheriffs Office services for the time being.

Informational :

Tracy Shepard advised the parts are in from Mango, he will be meeting with them on Tuesday the 21st to change sensors in the records room, and fire alarm panel,

Electrician will give a plan for 1 or 2 generators; he advises one generator cannot handle both Buildings (Town Hall & DCC), Electrician did ask for the peak electric usage for both buildings.

At 8:13pm Ruby Hill motioned to adjourn, seconded by Jessica Hatch. Motion carried. Meeting adjourned.

Respectfully submitted, Maggi Fellows, Administrative Assistant