

**Town of Danbury**  
**BOARD OF SELECTMEN MEETING MINUTES**  
**Wednesday, June 7, 2023, 6:00 PM**

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

Also present, Karen Padgett, Administrative Assistant

Appointments 6:30 Victoria Dickinson and James Hollins

Jessica Hatch opened the meeting at 6:11

Ruby made a motion to accept the minutes of May 31, seconded by Jessica. Motion passed unanimously.

**Consent/Signature Agenda**

- Payroll and accounts payable
- FD purchase order – Lexipol \$1215.00

Jessica motioned to approve the consent agenda, seconded by Tracy. Motion passed 3-0.

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Ms. Dickinson and Mr. Hollins met with the Board in response to a letter about a camper placed on vacant lot on School Pond Road. Per the Danbury Land Use and Zoning Ordinance 3.4.1.2 *The owner of a lot of record without a dwelling is permitted to use an RV as his or her seasonal residence on the property for up to one-hundred-eighty (180) days in a twelve-month period. A state approved and installed septic system is required.*

They were unaware that they needed a permit to use their RV on their property. They use the trailer on the weekends to enjoy the land, to camp and to fish. The couple does plan to build a home on the property in the next few years. The trailer does not have a holding tank and there is no water coming into the RV. There is a port-a-potty on the property that they purchased and have pumped regularly.

Ms. Dickinson stated that they want to file an application to the Zoning Board of Adjustment for a special exception. Jessica stated that first they need to file a building permit application with the Board of Selectmen. That will be denied and then the property owners can go to the ZBA for a special exception.

Jessica explained that the Board of Selectmen is responsible for the enforcement of the Land Use and Zoning Ordinance that was voted on by the townspeople and it is not anything personal. She thanked them for responding to the letter sent by the Board.

**Old Business**

- The Board asked Karen to look into cancelling the 2<sup>nd</sup> cell phone for the Police Department as it is not being used.
- Forest Fire Warden Jake Moran continues to follow up on the issue of the fire pit at Independence Park. It needs to be built up in the front and other adjustments are needed for a seasonal fire pit. Also, the sign at the park with the rules for use is still there, however it is mostly covered by tree branches.

**New Business**

- Endyne Labs is a water testing lab in Lebanon. They can pick up the water samples for the Town, which are currently being taken to the state water lab in Concord. The Town Hall will also be a drop-off spot for other businesses and private well owners in Danbury to drop off samples for testing. Pick up is monthly on the 1<sup>st</sup> and 3<sup>rd</sup> Thursday of the month.

**Selectmen**

- Jessica and Ruby attended a meeting held by Emergency Management Director, Kyle Levesque, for the update of the Local Emergency Operation Plan. The Chairman of the Board of Selectmen

will be the lead on public information in any emergency. Kyle informed them of grant options available to purchase a generator for the emergency shelter. Ruby mentioned that according to Fire Department personnel, State Police response to incidents in Danbury has been wonderful in the absence of police in Danbury. Future meetings are planned for July 10 and August 14.

- Ruby reported that the school district Facilities Committee reached out to her to check if she had heard back from Colin Brown regarding the feasibility of using the 3 acres adjacent to the Danbury Elementary School for an addition. The architect is on hold until they know whether or not that land is usable for an addition. Ruby believes the Facilities Committee will most likely proceed with a plan that does not include an addition to the Danbury Elementary School.

She also told the Board about a door-to-door pest control salesman that came to her home. He did not have a business card and there was no vehicle in sight. Ruby contacted the State Police, who said that Fox Pest Control had reached out to advise them that they would be in the area.

Ruby suggested that the Board look for a health officer that has a background in health. Jessica responded that the responsibility of the health officer has changed and doesn't feel that a nursing background is necessary.

The Safety Services Building Committee continues working on a plan for a new fire/police station. Jessica is hopeful that soon they will have some ideas to present to the voters.

At 7:11 Jessica motioned to enter nonpublic session, seconded by Ruby per ***RSA 91-A:3, II(b) The hiring of any person as a public employee.***

Motion passed unanimously.

Jessica motioned to return to public session at 7:26pm, seconded by Tracy. Motion carried and the Board returned to public session. During the non-public session the Board decided to advertise to fill the Part-Time Police Chief position.

The Board continued a review of the Personnel Policy for the purpose of revising it.

#### **FYI**

- NHMA legislative alert
- Septic approval for operation – Sanville Juniper Meadow Rd
- Advisory regarding US Supreme Court ruling about retaining excess proceeds from tax deeded property sales.
- Merrimack County bicentennial celebration 9/30/23 11am – 3pm
- NHMA Legislative Bulletin
- NH DRA letter – CNP 2021 revaluation USPAP is compliant
- 2022 Dwelling Unit Response Form submitted
- May property sales
- New sign ordered for Transfer Station entrance using NH the Beautiful points(meaning sign is free)

At 7:49 Ruby motioned to adjourn, seconded by Jessica. Motion carried. Meeting adjourned.

The next meeting of the Board of Selectmen will be held on Wednesday, June 21, 2023, at 6pm.

*Respectfully submitted, Karen Padgett, Administrative Assistant*