

**Town of Danbury**  
**BOARD OF SELECTMEN MEETING MINUTES**  
**Wednesday, October 4, 2023, 6:00 PM**

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

Also present, Karen Padgett, Administrative Assistant

Appointments 7:00 Christopher Kelby

Chairperson Hatch opened the meeting at 6:00pm

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Tracy made a motion to approve the minutes of 9/19 , 9/20 and 9/26, seconded by Jessica. Motion passed 2-0.

**Consent/Signature Agenda**

- Payroll and accounts payable
- Land use change bill to sign – previously approved  
201-002 BEMIS \$220

Jessica motioned to approve the consent agenda, seconded by Tracy. Motion passed 2-0.

**Building Permit Applications**

- 41-2023B Lambrecht 90 Littlefield Rd/416-027 – 8 x 12 shed, no foundation, with 3’ wide porch  
Jessica motioned to approve, seconded by Tracy. Motion passed unanimously.
- 42-2023B Fraser 58 Seaward Dr/411-063/addition to existing deck/16 x 28 and 16 x 5  
Jessica motioned to approve, seconded by Tracy. Motion passed unanimously.
- 43-2023B Guiod 21 Searle Hill Rd /411-054/roof mounted solar array  
Jessica motioned to approve, seconded by Tracy. Motion passed unanimously.

**Old Business**

- The staff recognition list will be discussed at the next meeting when Ruby Hill is in attendance.
- Anna Offen respectfully declined the administrative assistant position.

**New Business**

- Tracy made a motion to apply for the State of New Hampshire Used Waste Oil Grant, and if approved, accept the funds from the State of New Hampshire, not to exceed \$2,500. Motion seconded by Jessica and passed 2-0.  
The grant application was signed by the Chair and initialed at the bottom of each page.

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At 6:35 Jessica made a motion to go into nonpublic session per RSA 91-A:3, II(b) *The hiring of any person as a public employee.*  
Motion seconded by Tracy and passed unanimously.

At 6:55 Jessica motioned to return to public session, seconded by Tracy. Motion passed unanimously.  
Tracy made a motion to hire Maggie Fellows for the administrative assistant to the Board of Selectmen position. Motion seconded by Jessica and passed 2-0.

**Selectmen**

Jessica stated that she noticed stop signs and street signs around town have been stolen. Also, the Road Agent changed locks and rekeyed the doors on the highway garage as there appeared to be some tampering with the door lock along with other suspicious activity on the grounds. She suggested some type of security camera be installed.

A 2<sup>nd</sup> notice will need to be sent to the owner of 40 Barry Highlands requesting a building permit application be submitted for a shed constructed on the property. The initial courtesy notice was sent in July and no response received.

At 7:00 Jessica made a motion to go into nonpublic session per RSA 91-A:3, II(b) *The hiring of any person as a public employee.*

The motion was seconded by Tracy and passed unanimously.

At 7:35 Jessica motioned to return to public session, seconded by Tracy. Motion passed unanimously. No decisions were made, and no votes taken.

**FYI –**

- Wage survey for NH Police positions – median PT Chief position earns \$58,16  
median PT admin asst \$23.80  
median PT officer \$29.79

At 7:36 Jessica motioned to adjourn, seconded by Tracy. Motion carried. Meeting adjourned.

*Respectfully submitted, Karen Padgett, Administrative Assistant*