

TOWN OF DANBURY - Board of Selectmen

Meeting Minutes

Wednesday , November 1, 2017 6:00 pm

Members Present: Lyn England
James Phelps
Jessica Hatch
Administrative Assistant Karen Padgett

Appointments **6:00 Cindy Perkins, CNP Appraisal**
6:45 Kendra Braley, Danbury Community Center

Checks/Applications/Signatures

- **Payroll and accounts payable** were signed.
- The minutes 10/18/2017 were reviewed. Jim made a motion to adopt the minutes of October 18 as written seconded by Jessica. Motion passed 2-0 with Lyn abstaining as she was not present at the meeting.
- **Building Permit Applications:**
37-2017B SIROIS 410-067 NEW HOME/GARAGE. Lyn made a motion to approve the new home construction, seconded by Jessica. Motion passed 2-0 with Jim abstaining.
38-2017B TAYLOR 416-084 NEW HOME. Lyn made a motion to approve the new home construction, seconded by Jessica. Motion passed 2-0 with Jim abstaining.
39-2017B GONZALEZ 411-032 PLACEMENT OF TEMPORARY CAMPER until spring when modular home to be built. Lyn made a motion to approve the new home construction, seconded by Jessica. Motion passed 2-0 with Jim abstaining.
40-2017B BLISS 411-110-001 PORTABLE GARAGE. Jim stated that in his opinion, because this property is being used for commercial purposes, site plan review by the Planning Board is needed and also, it may require a special exception from the ZBA. Jessica and Lyn did not feel it necessary. Lyn made a motion to approve the building permit for a portable garage, seconded by Jessica. Motion passed 2-1 with Jim voting no.
- **Driveway Permit Applications:**
Taylor 78 Davis Road This will be in the same location as the old driveway and a culvert will be installed. The Road Agent has already signed off on the application. Lyn made a motion to approve the driveway permit, seconded by Jessica. Motion passed 2-0 with Jim abstaining.
Ragged Mountain Resort on Ragged Mt Rd The parking lot entrance will be changed with a new entrance and culvert that will alleviate run off onto Ragged Mt. Rd. . Lyn made a motion to approve the driveway permit, seconded by Jessica. Motion passed 2-0 with Jim abstaining.
- Road Encroachment Permit for Taylor 78 Davis Road for underground power installation. Lyn would like to have a bond in place for these types of permits to ensure the road is restored to its previous state. Jim said he agrees if it is a paved road, but for dirt roads does not feel it necessary. Lyn wants to be sure that our highway crew is not being asked to go in and reshape the road after the project has been completed. Jessica made a motion to approve the road encroachment permit for Taylor, seconded by Lyn. Motion passed 2-0 with Jim abstaining.
- The Equalization Municipal Assessment Data Certificate "Pink Sheet" was signed by the Selectmen.
- The DMV registration documents for the new highway truck were reviewed to see if signatures were needed. The weight of the truck was questioned as it should not need an overweight permit. Karen will check into this.
- A corrected payroll manifest from 10/26 was signed.

Highway Department

- Documents need to be completed for the state to assess the damage and cost to the town from the storm on 10/30/2017. This storm was a wind and rain storm that caused overflow at the Roy Ford Rd culvert and the Jack Wells Rd bridge causing these roads to be closed. In addition Eastern District Road had to be closed. There was damage to other roads as well. Jim said it's hard to tell what the cost will be at this early stage, but to estimate it at \$20,000.
- Curtis Huckins was hired as temporary highway help to assist with repairing roads damaged from the storm. Jim made a motion to pay C. Huckins \$15.50 / hour, seconded by Lyn. Motion carried 3-0.

TOWN OF DANBURY - Board of Selectmen

- The Road Agent submitted a proposal from GMI for paving on RMR and Waukeena Rd. in 2018. The Selectmen agreed that other road projects in town should be considered for next year.
- In an effort to fill the vacant highway department positions, help wanted ads were placed in the Kearsarge Shopper, the Intertown Record, the Laconia Daily Sun (this ad ran all week), on the town website and on the New Hampshire Municipal website. In addition, signs were placed at the post office, the town hall and the Danbury Country Store. When asked, Karen can say the position will be between \$15 and \$17 per hour depending on experience. Jim made a motion to hire Walter Wright at \$16 per hour. There was no second to the motion.
- The new highway truck registration requires an overweight certificate which appears to be incorrect. Karen will look into this.
- Cameron Huntoon gave his letter of resignation effective 11/5/2017. Karen had a question as to whether the remaining 5 1/2 hours of vacation time would be paid. Lyn made a motion to not pay out the remaining vacation time because it had not yet been accrued, seconded by Jim. Motion passed 3-0.

Cindy Perkins, Commerford Nieder Perkins LLC

At the request of the Selectmen, Cindy Perkins came to the meeting to answer questions about assessing practices and what types of improvements add significant value to a home. The Board will be reviewing the building permit application and what types of projects should require a building permit. Also being considered is the possibility of having 2 types of building permits, one at a lower cost, that would be more of a notification permit. Cindy will keep an eye out for a building permit that could be a model for a new permit in Danbury.

The assessors will be starting the 1st year of cyclical work in December.

Cheryl of CNP continues to work with FairPoint in an effort to come to a settlement on their abatement requests over the last 5 years.

The Board thanked Cindy Perking for taking the time to come up and answer their questions.

Kendra Braley, DCC

The Danbury PTO would like to have Bingo as a fundraiser at the Danbury Community Center. Kendra came in to inquire as to whether there is any reason that the PTO would not be allowed to do so. She said that the PTO is aware of the state requirements, but wondered if there are any town restrictions that would prohibit this. Unless there is something in the lease, none of the Selectmen had any issue with PTO bingo.

Tom Austin, Fire Chief

Chief Austin came in to discuss the storm and what he felt was the Highway Department's slow response to the storm. According to Tom, early on Monday morning, the Fire Department was overwhelmed with Highway Department calls, not emergency calls. He stated that the Road Agent did not call his crew out early. While as the Emergency Management Director, it is his responsibility to allocate resources, the resources of the Highway Department were not even out yet to allocate.

Once the crew was out, the Fire and the Highway Departments worked together to solve problems on Dean Road and in S Danbury to be able to get emergency vehicles through if needed.

Chief Suckling

The Chief came to the meeting to check in. It appears that compared with neighboring towns Alexandria and Grafton suffered greater damage than Danbury in the storm.

At 7:15 Lyn made a motion to go into non public session, seconded by Jessica per RSA 91-A:3, II (c) *Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant.*

At 7:20 the board came out of non public session, no votes taken, no decisions made. A vote was taken to seal the non public session minutes. Lyn - yes, Jim - yes, Jessica - yes.

The PD budget is well under what was allocated. Currently, the PD computer tower is in the shop. The new laptop was recently fixed as well.

TOWN OF DANBURY - Board of Selectmen

Old Business:

- Colin Brown will be representing Ken Clarke at next planning board meeting in a discussion about the building permit for 418-020-002. In a phone call, Mr. Clarke told Karen that the proposed garage would be used to store his work equipment, essentially making the building a commercial building. There is no residence on the property.

New Business:

- Karen had an inquiry from a realtor who has interest in a piece of property for sale on NH Route 104 and Mudgett Road. The map and lot is 410-072. This land has frontage on NH Route 104 but it is too steep to build a driveway. She questioned whether it would be possible to build the driveway onto Mudgett Road, which is a class VI road. This current board stated that they would approve a driveway and a building permit onto Mudgett Road. The road would not be maintained by the town.
- A pole license request came in from Eversource for 2 new utility poles on Littlefield. Karen thinks we should add the new language recommended by our attorney in the FairPoint litigation and New Hampshire Municipal Association regarding NH RSA 72:23, I(b). The Selectboard agreed. Karen will contact Alaina Bailey, licensing specialist for Eversource to request this.
- 2018 HealthTrust rates are down 6.2% to \$692.93 from \$738.72.
- The First report of injury was submitted to Primex for a Fire Department worker injured in training 10/28/17.

Selectmen

- Jim would like a letter written to Winni Construction and Kolt Cook informing them that we will not be going forward with the residing of the fire station this year because there were not enough funds appropriated. We hope to do it next year and hope that they will bid on it at that time.
- When LaVorgna Construction was roofing on the Danbury Community Center, there were some repairs needed for the cupola which cost an additional \$200.
- The Boston Post Cane was presented to Joseph Bouley on October 21 at the Town Hall. Jessica is preparing a press release that will go out to local publications. A framed picture will be given to Mr. Bouley.
- Karen has not yet given a copy of the auditors' report to the various departments requesting
- There is \$2,877 left in the general government building account. Jim asked Karen to call Randy Sirard of Andover , Seamless Gutters and ask him to provide a quote for gutters on the side of the DCC that faces High Street and also the entryway.
- The Board will begin meeting weekly to start discussing budgets.
- At the request of the Road Agent, Jim looked at the culvert on Roy Ford Road. The culvert did not move and does not appear to have any structural damage. The bridge at Jack Wells Road also fared ok. The overpass at Walker Brook Road continues to be a problem because emergency vehicles cannot pass under the overpass. Jim suggested that perhaps we could request the state fix the problem and offer to take over the road once it's complete.
- The Board requested that Road Agent Huntoon attend the Selectmen's meeting on November 8.

AA

- Sam McClory is no longer available to clean the town hall. The Danbury Community Center uses Pro Cleaning service out of Enfield. She will contact them for a quote. The Selectmen had a couple of other suggestions and Karen will follow up on them.
- Karen will be attending DRA credit & exemption training in Bradford on 11/2 from 9-12. The office will open at 1pm.
- The setting of the tax rate is being held up because the school district has not yet submitted their financial forms.

At 7:25 Lyn made a motion to go into non public session per **RSA 91-A:3, II (a)** *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.*

TOWN OF DANBURY - Board of Selectmen

Motion seconded by Jessica. Motion carried.

At 7:27 the Board came out of non public session.

FYI

- New Hampshire Municipal has a service for on demand training at \$450 for 2 hours. Various topics can be covered including the right to know law. This might be an item for next years budget.
- Lot line adjustment hearing notice - Johnson NH Route 104
- Eversource sale of power plants
- NHMA Annual meeting 11/15/2017

The next meeting of the Board of Selectmen will be November 8 at 6pm.

At 8:50 Jim made a motion to adjourn, seconded by Jessica. Motion carried. Meeting adjourned.

Respectfully submitted Karen Padgett, Administrative Assistant