

TOWN OF DANBURY - Board of Selectmen

Meeting Minutes

Wednesday , October 3, 2018 6:00 pm

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

APPOINTMENTS

Chief Suckling

6:45 Sharon Klapyk, Library Trustee

7:00 Tom Curren, Tricia Taylor, Cathy Jo Hatch re elections

VISITORS

Israel Gonzalez

CHECKS/APPLICATIONS/SIGNATURES

- **Payroll and accounts payable** were signed.
- Jim made a motion to approve the minutes of 9/19 as amended for typographical error, seconded by Jessica. Motion passed unanimously.
- September bank reconciliations were signed.
- Lyn motioned to sign three **Declarations of Right to Inter for Jon Schurger, Lisa and Doug Moran and Maxwell Martz**. Motion was seconded by Jim and passed unanimously.
- Israel Gonzalez came in to speak about his application for a building permit to place a second camper on his property at 304 NH Route 104. He plans to build in the next few years but for now he is looking for more space because the 1st camper is full of tools. No action was taken on a **Building Permit** application for **Gonzalez 411-032, 304 NH Route 104**, for the placement of a second camper on the property. The Board of Selectmen will wait until after the work session with the Planning Board on 10/9 when the current LUZO regarding campers and travel trailers will be discussed.
- Jim motioned to sign an **Intent to Cut** for Chris and Danielle Huyler, **map 406 lot 193-001** on Forbes Mountain Road. Motion was seconded by Jessica and passed unanimously.
- Jim motioned to sign an **Intent to Cut** for Don and Brenda Haynes, **map 411 lot 075** on Littlefield Road. Motion was seconded by Jessica and passed unanimously.
- Jim made a motion to approve **driveway permit # 2018-06-T for map 403 lot 027, Feinauer on Forbes Mountain Rd** seconded by Jessica. Motion passed 3-0.
- Jim made a motion to approve **driveway permit # 2018-07-T for map 406 lot 193-001, Huyler on Forbes Mountain Rd** seconded by Lyn. Motion passed 3-0.
- A **tax payment agreement** for **Michael Giberson** for property **406-157** was signed. The Selectmen also signed a deed conveying the tax deeded property back to Mr. Giberson.

HIGHWAY/ROAD AGENT CORNELL(NOT PRESENT)

- Paving by GMI of Frazier Rd and Jack Wells Rd is scheduled for this Friday, 10/5.
- North Rd paving where culverts were put in will be finished tomorrow, 10/4.
- The windshield on the loader broke and was replaced. The new glass cost \$550.
- A request for parking lot repairs at the Danbury Community Center was made by Kendra Braley. Road Agent Cornell put 2 loads of gravel into the parking lot and graded it out.

OLD BUSINESS

- The New Canada Road turnaround was discussed. Over the years a great deal of trash, TV's, a washing machine, a lawn mower and much more have been thrown over the edge onto the property. The new owners have requested that the town clean up the debris or they will revoke permission to use their land as a turnaround spot for the snowplow. Both Jim and Jessica have visited the site to see if they could determine any stone wall property lines or where the road right of way ends. Jessica thinks that putting some boulders where the 50' right of way ends could possibly be room enough for a turnaround.

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Jim suggested that perhaps a memorandum of understanding would be sufficient to handle the situation. Lyn thought that a memorandum of understanding would put us in the same situation that developed with the library parking on NH Route 104. She also questioned the specifics of the town "monitoring the situation" and wondered exactly what that would entail. Another concern of Lyn's is that the town is setting a precedent for one landowner that we wouldn't honor for another by using town resources to clean up the debris. The email from Dan Hudnut of Wagner Forest Management, who is representing the owners of the property, is unclear about the possibility of the town being responsible for future clean up of debris thrown on the property from the turnaround. The Board will ask Mr. Hudnut to attend the next BOS meeting to get clarification in person.

- The town has received payment from FEMA via the State of NH for the flooding disaster in October 2017. The full amount allowed for the Roy Ford Bridge washout was \$3,271.88. After the deduction of the town's 25% share, the final payment was \$2,453.91. The full amount allowed for the documented road washouts was \$4,878.00. Minus the town's portion, the amount paid to the town was \$3658.50. There is one more payment forthcoming for administrative costs. This check is for \$305.62. In total the town will receive \$6,031.41. On October 9, Karen will meet with Marc Appolloni of FEMA and Shawna-Leigh Morton of NH Homeland Security for the Recovery Transition meeting. This is FEMA's last step where Marc will provide final documentation before the process is turned over to the state.
- George Hill will begin painting the Danbury Community Center next week. Because he has been hampered in his scheduling by the weather, he is not sure that he will be able to finish the project this year. He questioned whether the Board would want him to start at all if it could not be completed this year. Everyone agreed that he should complete as much work as possible this year. He is hoping to complete at least 3 sides of the building before the weather gets too cold.
- The owner of the tiny house that was placed at property 201-022 on NH Route 104 says he will be moving the structure out of town, but has asked for a month to make the arrangements. The Board agreed to one month before pursuing the matter further.
- On September 27, the Zoning Board of Appeals met to decide on an application for special exception by **Ken Clarke** to put a commercial building on his property on Eagle Pond Road, 418-020-002. The special exception was granted. The site plan review had been approved by the Planning Board contingent upon the granting of the special exception. Lyn made a motion to approve the building permit originally applied for on 10/18/2017, now number **17-2018B, for a 60 x 40 metal garage**. Motion was seconded by Jim and passed 3-0.
- Karen had one final issue on the NH State E9-1-1 mapping. They do not map addresses that do not have a structure. 236 Wiggin Road currently does not have a structure, only a camper and storage unit. It will stay on the map if they plan to build a home in the next 6-9 months. If not, it will come off and the address will have to be reassigned when building begins.

NEW BUSINESS

- Karen presented a question from the new owner of 27 North Road regarding putting an addition or adding an upstairs apartment to the building. The Selectmen agreed that since it is a commercial building any changes to the use or to the building will have to go through the Planning Board and site plan review.
- The Hazard Mitigation Plan needs to be redone for 2019 as it will have been 5 years since the last update. Kyle Levesque of the Danbury Fire Department did the update in 2014 and is willing to take on the task again. The Board asked that he submit a proposal with a cost quote.
- Karen prepared a letter for the Selectmen's signature stating that the Fire Department is a certified agency of the Town of Danbury, approved by legislative act on March 16, 1995. Kyle Levesque requested this because he is applying for a grant from Walmart and they required this document.
- Sandra Spencer notified the Board by email on September 25 of her resignation from the ZBA.
- Requests for 2019 budgets will be sent out to department heads, DCC, Trustees, etc. in the next day or two. Budgets will be due October 31, 2018 and the Board will then begin scheduling meetings.
- The MS-1 has not yet been completed because the NH Department of Revenue has not finished the draft utility values. As soon as they are in, Karen will do the MS-1, Summary Valuation of Property. Once that is complete everything needed from the town to set the tax rate is done.

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LIBRARY TRUSTEES - Sharon Klapyk, Linda Higbee and Jean Parady

The Library Trustees came in to update the Board on their progress in searching for a parking solution for the George Gamble Library. They started researching the possibilities two years ago when boulders were placed where there was previous parking on NH Route 104. Linda Higbee presented the Board with a summary of their efforts.

Afterward the Library Trustees presented the following options:

1. Do nothing
 - Pros: Maintain current relations
 - Cons: Reduced attendance and safety concerns for library patrons
2. Pursue driveway on left of building
 - Pros: Parking in back of building
 - Cons: Bad relations with neighbor and friend of library
 - Cost to taxpayers
 - Right of Way from Consolidated Communication
 - Possible right of way or land purchase from Church needed
3. Pursue parking in front of building
 - Pros: Parking spaces available
 - Cons: Cost to taxpayers
 - Small space
 - Safety concern backing out
 - Moving handicap entry
4. Pursue possible purchase of land across the street
 - Pros: Parking availability
 - Cons: Cost to taxpayers

All the possibilities were discussed in detail. Jean suggested a crosswalk across NH Route 104. That idea would have to be approached with the State of New Hampshire. Jessica thought that would be a great first step for safety. Jim thanked them for their efforts. He is willing to go and take a look and put some grade stakes on the property lines. It might help them to look at a bit differently. The Board thanked the Library Trustees for coming in.

CHIEF SUCKLING

He gave the Board some background on a letter received from the ACLU regarding an accident that occurred last winter. He feels it is a completely different situation from the recent lawsuit filed against the Town of Exeter by the ACLU. The letter will be forwarded to the town attorney just to make him aware of it.

Chief Suckling restated his request for more space in the Town Hall. The current police office is too small to conduct interviews and take phone calls in privacy. In addition there is no room for evidence storage. The Board asked for a possible floor plan and estimate of cost.

Arrangements were discussed for the police presence at the auction of town property on Lilac Lane for 10/13 at 11 am.

The Chief would like to explore the option of joining the Central New Hampshire Special Operations Unit. This is a regional law enforcement team made up of police officers who receive specialized training from some of the top law enforcement agencies in the country in SWAT Tactics, Critical Incident Management and Crisis Negotiation. The cost to the town is about \$1500. The Board would be interested in hearing a presentation about the benefits of membership.

He will be putting in his budget a request for a full time position, whether for a chief or an officer, it doesn't matter. Lyn would like to see him advertise for another part time officer. The Chief stated that there are just not officers out there for part time. And if you pay for training for someone, chances are that once trained, they will leave the town to go somewhere else for a full time or higher paying position.

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The Chief informed the Board that he will be receiving the Congressional Award for Dedication & Professionalism for his work in the drug crisis on October 12, 2018 at the Police Standards and Training campus at 6pm and invited them to attend. Jessica extended the Board's congratulations to the Chief.

Tom Curren, Town Moderator, Tricia Taylor, Town Clerk and Cathy Jo Hatch, Deputy Clerk held a work session with the Board of Selectmen to plan strategies for smooth voting day procedures and ballot counting. State elections will be held on November 6, 2018 from 8am - 7pm.

SELECTMEN

- The Selectboard will be attending the October 9 meeting of the Planning Board to have a work session. At issue is better defining the travel trailer/camper used as a residence issue that is ambiguous in the current Land Use and Zoning Ordinance.
- Jim said that a Notice to Quit needs to be sent to the tenants at 29 Lilac Lane to give them 30 days to move out. He made a motion to send a Notice to Quit to Jennifer and Shane Barnes at 29 Lilac Lane. Motion seconded by Jessica and passed unanimously.
- Jim wanted to get a quote for painting the trim on the Fire Station. Jessica does not want to paint the trim if it is going to be replaced next year. She suggested that Karen ask Mark Phelps of Winni Construction for an assessment of the condition of the trim.
- Jessica told the Board that Sharon Klapyk informed her that Mike Barnett had given his resignation as a Library Trustee. None of the other Selectboard members had known about that.

FYI

- September property transfers
- Sam Green from DRA visited office on 9/13/18 - Report in FYI
- Letter sent to Albert Antonides, auditor
- Exempt forms sent to Dan Phelps for American Legion Hall
- LaPerle tax payment made by KREM this month
- New Hampshire School Safety Preparedness Tax Force recommendations
- Auction ad

At 8:26 pm Jim made a motion to adjourn, seconded by Jessica. Motion passed. Meeting adjourned.

Respectfully submitted Karen Padgett, Administrative Assistant