

TOWN OF DANBURY - Board of Selectmen

Meeting Minutes Wednesday , April 3, 2019 6:00 pm

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

Appointments **6:30 Jeremy Cornell, Road Agent**
 6:45 Andy Phelps, Cemetery Sexton

Checks/Applications/Signatures

- Payroll and accounts payable were signed.
- March bank reconciliations were signed.
- Jim made a motion to accept the **minutes of 3/20**, seconded by Jessica. Motion passed 3-0.
- Jessica made a motion to accept and sign the **timber tax bill for Bliss**, operation 18-111-02-T, in the amount of **\$137.56**, seconded by Lyn. Motion passes 3-0.
- Jim made a motion to approve the following Intent to Cut:
 Parent/Thibeault - Jackson Ridge Rd 410-062-006
 Bliss - Gould Hill Rd 411-110-001
The motion was seconded by Lyn and passed 3-0.
- The following **Building Permits** were approved, with Jim making the motion to approve, seconded by Lyn with a 3-0 vote.
 03-2019B McDonough 411-076, 58 Littlefield for existing shipping container
 04-2019B Jordan 411-040-MH2, 18 Elmwood Trailer Park Rd , 8 x 10 shed
 05-2019B Bliss 411-110-001 41 Gould Hill Road - 20 x 8 shipping container
- Jim made a motion to return **Building Permit application 06-2019B** as incomplete for **Mark Sullivan**, 416-079 on Davis Rd to build a 30ft round yurt. A state approved septic system or proof that it can support a septic system is needed, as well as an approved driveway permit. Motion seconded by Lyn and all were in favor.
- A **Driveway Permit** application submitted by Mark Sullivan, Davis Hill Road was incomplete. Mr. Sullivan will need to meet with Road Agent Cornell to finalize a plan for the driveway and see what requirements need to be met.
- **Intents to Excavate**
 Phelps/Lane 407-006/ 73 US Route 4
 Phelps/Lane 418-015/ US Route 4
 Phelps 416-020/Littlefield Rd
 Phelps 411-080/Ragged Mountain Rd
Lyn made a motion to approve the Intents to Excavate for Phelps and Phelps/Lane, seconded by Jessica. Motion passed 2-0 with Jim abstaining.
 Clarke 418-020/Eagle Pond Rd
Lyn made a motion to approve the Intent to Excavate for Clarke, seconded by Jessica. Motion passed 3-0.
- **Gravel Tax Warrant - \$944.44 TOTAL**
 Phelps/Lane 18-111-03-E \$349.60
 Phelps/Lane 18-111-04-E \$32.40
 Phelps 18-111-01-E \$5.60
 Phelps 18-111-02-E \$54.80
 Clarke 18-111-05-E \$502.04
Lyn made a motion to approve the gravel tax warrant in the amount of \$944.44, seconded by Jessica. Motion passed 2-0 with Jim abstaining.
- Lyn made a motion to approve a **purchase order** submitted by Chief Suckling for repairs to the 2010 cruiser in the amount of \$2459.07. Motion was seconded by Jessica and passed 3-0.

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- On 3/27, the Selectmen signed a supplemental tax warrant in the amount of \$21,128.07 was signed. Lyn made a motion to approve the 2018 supplemental tax warrant, seconded by Jessica. Motion passed 3-0.

Highway

This has been an exceptionally bad year for the roads during mud season. Jim has heard positive comments about the crew being out with the grader trying to improve the muddy roads.

Road Agent Cornell reported on the progress being made with vehicles and the garage building.

The 2015 Kenworth truck is back, however there are cosmetic issues that need to be addressed. He has taken pictures and will send them to Kenworth and follow up with the insurance company.

The loader repairs are complete and it will be returned to the town on Thursday. The 2008 was taken back to Reeds for some minor issues and a skip in the engine.

He mentioned the excess cost of heating oil for the building while repairs were being made and that Tim Crowley said that the overage would be covered by insurance money.

The office trailer has been emptied out and cleaned and should be picked up by PAC-VAN by the end of the week. The overhead doors should all be finished and hooked up electrically by the end of the week as well.

Tim Crowley, the Primex building and contents adjuster, visited the garage on 4/1/19. Cornell showed him some items that had been cleaned by All Brite and put back in boxes that will need to be replaced because they are now rusted. These items include tools, sockets, nuts and bolts. Crowley said that Cornell should get a quote from Tifco and the insurance company will pick up the items that were cleaned and cannot be used. He also spoke with Karen Duval of Primex and Tim Crowley about many things that they are finding that are not on the list of items thrown out or in the pictures that were taken. Items such as white boards, wrenches to do brake adjustments, all the filters for all the equipment, light bulbs, etc. Jim said he needs to write it all down, send it to the adjuster and wait for their approval to replace the items.

The North Rd culvert was discussed. Road Agent Cornell said that perhaps it could be done as an emergency replacement because there are holes in the pipe top and bottom and it is not in good shape. Jim said he will take a look at it.

Cornell asked that the entry doors be replaced because they are rusted out.

Jessica brought up putting out the sand for bids. It was decided that the same specs from last year would be used.

Carol Macuch registered a complaint with the Selectmen's Office about the highway crew turning around in her driveway with heavy equipment. Damage has been done to the end of her driveway. The town will make the necessary repairs.

Andy Phelps

Mr. Phelps has been having an issue with a neighbor burning treated wood. It is affecting his breathing and he wondered what action the Board could take. Jim made a motion to send a letter to the homeowners with a copy to the DPD stating that it is illegal to burn treated lumber and asking them to discontinue the practice. Motion was seconded by Jessica and passed unanimously.

Old Business:

- No additional goals were set for the year other than the revision of the building permit system.
- Per NHMA legal - because the lien for 2013 taxes was not perfected, the statutes of limitations for all remedies have run out on collecting. This means that property can never be liened for that year, nor is there any other option to force collection.

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New Business: None

AA

- Treasurer Twila Cook indicated that she will be releasing payroll while the administrative assistant is out , not Cathy Jo Hatch.
- Question about 2nd quarter loan payment for fire truck - 2 options
 1. pay the \$8411.69 that is currently due and pay 3rd and 4th qtr payments of ~\$26,000 ea
 2. make 3 payments of ~\$20,000

Because cash flow is an issue right now, the Board decided on option 1.

Chief Suckling

The Chief is working on getting a plan to install a new area in the town hall where police interviews can be held as discussed at the 1st deliberative session. The Board reminded him that the Selectboard needs to be involved in the process.

The Police Department is advertising for an animal control officer. Two applications have been received to date.

At 7:17 Lyn made a motion to go into non public session per

RSA 91-A:3, II (b) *The hiring of any person as a public employee.*

Motion was seconded by Jim and passed 3-0. Also present during the non public session were Chief Suckling and Karen Padgett.

At 7:20 Jim made a motion to come out of non public session, seconded by Jessica. Motion passed 3-0. No decisions were made and no votes taken.

Selectmen items

- Jessica received a citizen complaint about manure being placed along the roadside and this person is concerned that it will seep into the groundwater and contaminate wells. No action was taken on this issue.
- Jim said that the Town Clerk is still working on contacting people who had write in votes to see if they are interested in the position.
- Jim stated that there are four different building projects for the year: the Police Department room, finishing the fire department trim and windows, the side doors at the town hall and the doors at the town shed. He suggested finding one contractor to do all the work.
- Primex is questioning the authorization of the sander purchase immediately after the fire. Lyn stated that it was authorized by Tim Crowley on the day of the fire.
- Jim suggested using the highway equipment appropriation to purchase a used chipper. Jessica agreed stating that there are a lot of trees and limbs down from all the winter storms.

Treasurer Twila Cook

- When asked if there is a deputy treasurer, Twila indicated that Gayle Irick was sworn in as Deputy.
- Jim made a motion to give the treasurer the old Dell computer that is surplus so that she can take an excel course to assist in her responsibilities. Motion was seconded by Jessica and passed 3-0.

Fire Chief Martin

- Chief Martin submitted the bill from the Lakes Region Mutual Fire Aid. He asked if there is any agreement between the town and the owners of the cell tower for the town to have a space if needed. Jim was not sure if that was the case.

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FYI

- Clarke state driveway permit US Route 4 418-008
- State Surplus Auction info
- Huntoon survey Forbes Mountain Rd creates 2 previously unmapped parcels
- Vegetation Control Service , information about clearing power line right of way for NHEC
- Capital Alarm paperwork
- Paving scheduled on US Route 4 at Grafton town line to NH 104.
- LSVNA 2018 Annual Report

Per RSA 31:95-b(III) at the next meeting of the Board of Selectmen on April 17, 2019 at 6pm, the Board will discuss and vote on the acceptance of unanticipated revenue in the amount of \$6,000 from the NH Department of Homeland Security for the Warm Zone Grant.

At 7:40 Jim made a motion to adjourn, seconded by Lyn. Motion carried. Meeting adjourned.

Respectfully submitted Karen Padgett, Administrative Assistant

The next meeting of the Board of Selectmen will be April 17 at 6pm