

TOWN OF DANBURY - Board of Selectmen

Meeting Minutes Wednesday, August 7, 2019 6:00 pm

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

Appointments **6:30 Linda Higbee, Library Trustee**

Chairwoman Hatch opened the meeting at 6:07pm.

Checks/Applications/Signatures

- **Payroll and accounts payable** were signed.
- Jim made a motion to accept the **minutes of 7/31** seconded by Jessica. Motion passed 3-0.
- **Intent to Cut - Honeycutt 415-001 Wiggin Rd.** Jessica made a motion to approve the intent to cut, seconded by Lyn. Motion passed 2-0 with Jim abstaining from the vote.

- **Building Permits**

22-2019B Moloney Ford Mill Rd 408-037 dry cabin for recreational use and a storage container. The Moloneys provided a state approved septic plan which satisfied the building permit ordinance requirement. Jim motioned to approve the building permit with the notation that if water is brought into the cabin in the future, a state approved septic system must be installed. The motion for approval was seconded by Lyn and passed unanimously.

25-2019B Riley/Christopher 385 US Route 4 for a 24 x 36 garage. Jessica motioned to approve the building permit for, seconded by Lyn. Motion passed 2-0 with Jim abstaining from the vote.

- **Driveway Permit**

415-018 New Canada Rd. SRK Holdings . This driveway application is for logging access, application was submitted by Jordan King, forester on behalf of SRK. Jim motioned to approve the permit with the stipulation that when the logging is complete adequate work be done(water bars, etc) to prevent water from flowing onto New Canada Rd. Motion was seconded by Lyn and passed 3-0.

Linda Higbee, Library Trustee

Linda reported to the Board that the Library Trustees have decided not to pursue any further parking expansion for the library They were unable to obtain any land behind the library. Linda Olmsted has generously offered space in front of her house, across from the library for parking. They do plan to ask the state for a crosswalk over NH 104.

They have been getting estimates for minor roof repair that is causing water to leak into the furnace. Also, the ceiling is rusting and needs to be washed, treated and painted. The ceiling repairs might be close to \$2000. The town will pay for those repairs as general government building maintenance. And finally, she asked about having someone come in to clean the building once a month or so. Currently the librarian is doing it. The Board advised her to plan for the cost in the budget for 2020.

Old Business:

- The 2018 audit has been completed by auditors Brittani McDonough and Dennis Phelps. Jim made a motion to accept the audit as submitted, seconded by Jessica. Motion passed 3-0.
- Judith McKay resigning position with the Trustees of Trust funds at the end of month and a replacement is needed. Angela Warn has agreed to fill the position. The Selectmen will appoint her and then she can take the oath of office.
- The town is unable to sign up for the Anthem Vision Plan as previously voted on because we do not have the required minimum of 5 employees on the health insurance plan. Currently only four of the full time employees are on town insurance.
- The Board reviewed a courtesy letter draft for persons building without a permit. All agreed the letter is fine and can be used.

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New Business:

- A NHDES wetlands permit application is being done by Horizons Engineering for Bob and Jennifer Honeycutt for new home construction at 236 Wiggin Road. Since the Town of Danbury does not have a conservation commission, the Board of Selectmen were asked to sign a document stating they have no objection to permitting the proposed work. Lyn made a motion to sign the document, seconded by Jessica. Motion passed 2-0, with Jim abstaining from the vote.
- Revised estimated revenues worksheet was discussed and completed for the preparation of the DRA MS-434 Form.
- A letter was received requesting the Old Home Day appropriation be sent directly to the artist performing on the day of the event., however it was determined that the check must go to the church sponsoring Old Home Day. Karen will prepare the check.
- The Waste Management contract expires this year on 12/31/19. Pricing will be gathered from WM, then other vendors contacted to get pricing.
- The PA 28 Form - Inventory of Taxable Property - will not be used for 2020.

At 7:10 Jim made a motion to enter into non public session per **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.

Motion was seconded by Lyn and passed unanimously. At 7:25, Jim motioned to come out of non public session, seconded by Jessica. Motion passed.

FYI/REVIEW

- State highway block grant received \$42,741.02
- Warm zone grant money received \$5,344.99

At 7:25 Jim made a motion to adjourn, seconded by Jessica. Motion carried. Meeting adjourned. The next meeting of the Board of Selectmen will be Wednesday, August 21 at 6pm.

Respectfully submitted Karen Padgett, Administrative Assistant