

TOWN OF DANBURY - Board of Selectmen

Meeting Minutes

Wednesday , October 18, 2017 6:00 pm

Members Present: James Phelps
Jessica Hatch
Administrative Assistant Karen Padgett

Appointments 6:30 Alan Huntoon, Road Agent

Checks/Applications/Signatures

- **Payroll and accounts payable** to be signed
- August bank reconciliations
- The minutes 10/4/2017 were reviewed and amended. Jim made a motion to adopt the minutes of October 4 as amended, seconded by Jessica. Motion passed.
- Building Permit Applications:
 - 32-2017B FORE** 415-014 ADDITION TO EXISTING BARN. Jim made a motion to approve the barn addition, seconded by Jessica. Motion passes.
 - 33-2017B FORE** 415-014 metal carport to be placed on wooded portion of property. This is to be placed on land that is in current use. A land use change tax will need to be assessed.
 - 34-2017B CLARKE** 418-020-002 40 x 60 Garage. Jim questioned whether this building permit will need a site plan review because the building appears to be for commercial use. Jessica was unsure whether that is the case. While the plan submitted was in the name of Clarke and Company, the application was filed by Ken Clarke individually. They asked Karen to contact Mr. Clarke to ascertain if the building will be for commercial use.
 - 35-2017B EVERSOURCE/CROWN CASTLE** 417-060-001 antennas, cabinets, generator, steel or concrete pads. There was a question as to whether this would come under Planning Board review, per the LUZO. Karen will reach out to John Taylor of the Planning Board to get input as to whether the Planning Board needs to be involved prior to the Selectmen acting on it.
 - 36-2017B BAILEY** 406-187 repairs and updates to exceed \$1000. Jim made a motion to approve, seconded by Jessica. Motion passes.

Old Business

- **Barnes'** made their first rent payment of \$400 on 10/16/2017. A lease still needs to be completed and signed.
- The Selectmen will present the Boston Post cane to Joseph Bouley on October 21 at 9 a.m.
- The Board received a bid from Winni Construction for replacing the siding of the fire station. There was discussion as to whether a portion of the building could be done this year. There is just under \$10,000 left in the General Government Building account. It was determined there is not enough money for this project. The cost of the project turned out to be a great deal more than was appropriated.
As a side, Jim would like to have the furnace replaced in the town hall, converting the heat to propane, getting rid of the need for kerosene and replacing the noisy blowers in the main hall.
Jessica made a motion to complete the roof replacement on the DCC building, seconded by Jim. Motion carried. The estimated cost from LaVorgna Construction was \$5800.
- Priscilla Lynch submitted a written request to waive the 5% penalty of assessed value to repurchase the property at 423 US Route 4. Both Selectmen present agreed to deny the request.

New Business:

- The auditor's report is complete, has been submitted to the state and given to the Selectmen for review. One concern was about the back up for the office computer remaining on site. Another concern of the auditor and the selectmen is that the treasurer is not submitting her bank reconciliation monthly to the selectmen's office. Finally, it was noted that the MS61 tax collector's report needs to be completed by the tax collector.
- Standard Power refunded \$107.09 because the effective date of the supply portion of the town electric bill did not take place on the specified date.
- NH Association of Assessing Officials ballot was received. No action was taken, as the board members do not know any of the candidates.
- The Danbury Community Center has invited town officials to a luncheon on November 4.

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- A computer has been ordered and received for the Treasurer. Karen is completing the set up with MS Office.

Highway Department with Road Agent Huntoon

- Alan went to New England Kenworth to see the new truck before it is sent to Maine for the dump body. It is more of a maroon color than the requested red. The vendor took \$1500 off the price of the truck. The invoice received today is incorrect and \$10,000 more than the agreed upon price of \$87,879. New England Kenworth used a previous quote for the invoice, not the one that was authorized by the Selectboard. The correct amount is \$86,379 with the \$1500 off for the paint. Alan will contact his sales rep to get a corrected invoice. Karen will contact Marie at Lake Sunapee Bank with the corrected amount for the payment to New England Kenworth.
- The new Highway Department time clock will be ready for use next week.
- The policy on cell phone use will be reviewed by the Board as it appears to be too stringent. The vacation request form policy will remain as written. The policy is not meant to be punitive, but to make the supervisor's position easier as far as planning.
- The department is still short an employee. Jim suggested hiring a candidate for six months to get us through the winter. Jessica suggested asking the candidate if he would be willing to work seasonally without a guarantee of work in the spring. The Road Agent will check with him.
- Jessica asked if all the trucks are ready to go and Alan replied, "almost".
- The new pavement on Ragged Mountain Road will be shouldered soon. It will take about a dozen loads of gravel to complete the work.
- Winter sand is needed but there is no money left in the budget for it. Sand had to be hauled in last winter because the highway department ran out. Jessica said that a budget increase needs to be made next year for sand because we don't want to keep rolling the cost every year. There is \$81,000 left in the highway budget. Jim is willing to deliver the sand and get paid next year. Jessica asked what the total dollar amount would be. 2,000 yards are needed at \$7.00/yard. She feels some sort of shed is needed for the sand. Jim suggested bringing in the sand now and any extra money left in the budget could be paid toward the sand this year. Jessica agreed to that, because she definitely would like to have it paid for this year.

Selectmen

- Jim would like to do some restructuring at the transfer station. He has observed people taking metal out of the metal bin. That is the one commodity we could possibly make money on. Also, there has been vandalism at the transfer station with broken windows. The police department is aware of it. In addition, there is no attempt at collecting the prescribed amounts for refrigerators, etc. Recycling in general has become very expensive.

AA

- Marilyn Godfrey, at Karen's request, did some research on the possibility of obtaining grant funds for a safety services building. Having worked for a large non profit before retiring, she has a tremendous amount of experience in grant writing and feasibility studies. On a quick look, she found one federal grant with funds available as grants or loans. Jim said it's worth a look to see if it's feasible. Jessica agreed.

At 7:25 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.*

Motion seconded by Jessica. Motion carried.

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

FYI

- Time clock
- Letter to Ragged re: parking
- Email to Bonnie Fletcher
- 30 day extension to A Vezina to answer complaint - has until 11/15/2017
- NHDES well release form Taylor 416-084

At 7:47 Jim made a motion to adjourn, seconded by Jessica. Motion carried. Meeting adjourned.

Respectfully submitted Karen Padgett, Administrative Assistant

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