

TOWN OF DANBURY - Board of Selectmen

Regular Meeting Minutes

Wednesday, December 16, 2015

Members Present: Lyn England, Chair
James Phelps
Jessica Hatch

Others Present: Administrative Assistant, Karen Padgett

Meeting was called to order at 6pm by Chairperson England

Checks/Applications/Signatures

- **Manifests** were reviewed and signed
- November bank reconciliations were signed
- **Minutes** of 12/9 were reviewed. Lyn England made the motion to approve the minutes as written, seconded by Jim Phelps. Motion carried 3-0.
- **Intent to Cut for Walker 414-007.** James made the motion to approve the Intent to Cut for Walker, seconded by Jessica. Motion carried 3-0.
- **Veteran's Tax Credit Application** Motion made by James, seconded by Jessica to approve the standard veterans tax credit of \$200 for Robert Kapalo of 162 Dean Rd. Motion carried 3-0.

Old Business:

- Jim Phelps made a motion to **encumber** the funds appropriated (\$25,000) in **Warrant Article 6** at this year's town meeting to **replace the town hall roof**. Seconded by Jessica. Motion carried 3-0.
- **Paul Brown** emailed the General Journal entries to match up with the MS 535 and close out 2014 books.
- **Fairpoint** sent an email to Charlotte McIver on progress FairPoint is making toward a town wide broadband. It was hoped that FP would have an estimated cost for covering the whole town so a warrant article could be prepared, but the information is not yet available.
- A new waste oil burner has been installed at the Highway Department. It is a new Reznor 250,000 BTU. The town received \$1500 in trade for 2 used heaters. The final price for the waste oil burner was \$6930.
- We received a check from PLT insurance for damage to the highway pick up in the amount of \$930.78. That is minus the \$1000 deductible.
- A "Revocation of License" for library parking was received from the property owners' attorney.
- A draft letter is being prepared to send to NH DOS in reference to an alternate depositing schedule. Wednesdays and Fridays are being suggested. Karen will check with the Treasurer and Town Clerk to see if that works for them.
- The rock wall on Restful Road was discussed. Jim stated that for winter maintenance the wall should be removed. A letter will be sent letting the owner know that the rock wall will be removed for the winter and the issue can be revisited in the spring. Also, the road agent will be instructed to remove the wall in the interest of safety and winter maintenance.

New Business:

- NH Municipal Legal responded to our question as to whether the town can receive a **Gift of Land**. If the town has previously given the Selectmen authority to take this action without further town meeting approval, then no other action is needed. In 1989 that authority was granted to the selectmen at town meeting.
- The **Town Clerk** gave the board a **listing of positions open** in the upcoming election for the board to review.

It was determined that we will be electing the following in 2016:

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|------------------|------------------------|
| Budget Committee | 2 openings 3 year term |
| Cemetery Trustee | 1 opening 3 year term |
| Library Trustee | 1 opening 3 year term |
| Moderator | 2 year term |
| Planning Board | 2 openings 3 year term |
| Police Chief | 1 year term |

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|-----------------------------|------------------------|
| Recreation Committee | 1 opening 3 year term |
| Road Agent | 1 year term |
| Selectman | 1 opening 3 year term |
| Supervisor of the Checklist | 1 opening 6 year term |
| Town Auditor | 1 opening 2 year term |
| Trustee of the Trust Funds | 1 opening 3 year term |
| Zoning Board of Adjustment | 2 openings 3 year term |

- **NH Ratio Study Final** was received and discussed by the board.

Administrative Assistant:

- **Rita Donaldson** was here on 12/14. A work session is scheduled for 1/8/15 with the tax collector and tech support from MuniSmart, Rita from Municipal Resources Inc., and the Administrative Assistant.
- Mary Lyn Ray inquired as to whether a building permit is needed to change her roof. At this time, the Selectboard indicated no.
- Diane Frechette of NH DRA assessment was in for an hour on 12/15 to discuss getting ready for the 2016 five year assessment review. She wants to meet with Selectmen on 1/13/16 @ 6:15pm.

A 7pm the board went into a budget work session.

Various items were discussed in an effort to finalize the selectmen's budget.

Motion made to adjourn by Jim, seconded by Jessica. Motion carried. Meeting was adjourned at 8:30 pm.

Respectfully submitted Karen Padgett, Administrative Assistant