

TOWN OF DANBURY - Board of Selectmen

Meeting Minutes

Wednesday , December 6, 2017 6:00 pm

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

Checks/Applications/Signatures

- **Payroll and accounts payable** were signed.
- Meeting minutes of 11/29/2017 were reviewed. Jim made a motion to approve the minutes as written, seconded by Jessica. Motion carried 3-0.
- A Home Occupation application for Karl Hannan for Map/Lot 408-053 on Dean Road was reviewed. He plans to start a machine shop. Lyn made a motion to approve the application with a change to a maximum of four employees, per Mr. Hannan's request. Motion was seconded by Jim and passed unanimously.
- Notice of pole license change was signed by Lyn England. This was voted on at the public hearing on November 29, 2017.
- The Board of Selectmen will not be participating in the Local Update of Census Addresses (LUCA). The process is very technical for our small town and requires more manpower and time than we have available. Lyn signed the form indicating that the town will not be participating.

At 6:35 Jim made a motion to go into non public session per *RSA 91-A:3 (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 Jessica. Lyn - yes, Jessica - yes, Jim - yes.

At 6:40pm the board came out of non public session. No decisions were made and no votes taken.

Old Business:

- The lease agreement for the rental of 29 Lilac Lane was approved and will be sent to Mr. and Mrs. Barnes for review and signatures.
- The Selectboard signed a letter to the NH DOT requesting changes at the intersection of Walker Brook Road and US Route 4. Currently the intersection is steep and the underpass is so low it does not allow for emergency vehicles, school busses and highway trucks to pass. The Board is requesting that the state build an "at-grade" intersection which would eliminate the steep grade and the underpass. As stated in the letter, if the state does this, the town would assume year round maintenance of that section of Walker Brook Road.
- The Board of Selectmen agreed to pay the auditor's stipend of \$500 as requested by Sean Sullivan with the understanding that the auditing work will continue until March of 2018.
- Fire Chief Tom Austin called during the meeting to indicate that he had made an error when requesting the volunteer fire fighter annual stipends at \$300 per fire fighter. He had forgotten that the Budget Committee had increased the stipend to \$400 annually during last year's budgeting process. He will submit additional paperwork requesting the \$100 difference.
- Melissa Pierce, Comcast, emailed that she is going to review her notes and try to get the information the Board of Selectmen had requested at the meeting with her in July.

New Business:

- Jim Phelps made a motion to withdraw \$3,489.38 from the Bridge Capital Reserve fund and \$2,923.65 from the Fire Hydrant Capital Reserve Fund to cover expenses paid during the 2017 fiscal year. Motion was seconded by Jessica and passed unanimously.

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- Jim made a motion to sign a 3 year commitment with Primex for property liability insurance and workers compensation insurance. With the signing of these agreements, Primex agrees not to exceed 10% premium increase per year. Motion was seconded by Jessica and passed 3-0.
- A request came in for information about the town's restrictions on "tiny houses". Currently, there are no specific restrictions on this type of housing provided all the other requirements of building and zoning are adhered to.

2018 Budget

The Selectmen finalized their budget items to submit to the Budget Committee. At the next meeting they will finalize their recommendations for all other departments and budget items.

FYI

- School district meeting dates
- Public Notice re toll increase hearing

At 8:15 Lyn made a motion to adjourn, seconded by Jim. Motion carried. Meeting adjourned.
Respectfully submitted Karen Padgett, Administrative Assistant