

# TOWN OF DANBURY - Board of Selectmen

## Regular Meeting Minutes Wednesday , December 7, 2016 6pm

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

**Appointments:** Road Agent Huntoon 6:30

### Checks/Applications/Signatures

- **Payroll and Accounts Payable Manifests** were signed. The Merrimack County tax was paid this week. Notification was received that the county tax will be increasing 4.48% for next year. Payroll included firefighter pay, selectmen pay and the trustees of the trust funds.
- James Phelps made a motion to approve the **minutes** of 11/30/2016, seconded by Lyn England. Motion carried 3-0.
- A building permit application for 416-081, D O'Brien on Davis Road was received for interior renovation. James Phelps made a motion to approve **building permit 39-2016B** for Diane O'Brien, seconded by Lyn England. Motion carried 3-0.
- Application was received for a **temporary driveway permit** for logging operation 16-111-12-T on Forbes Mountain Road map **403 Lot 023**, Feinauer. Motion made by Jim, seconded by Lyn to approve the driveway permit pending approval of the Road Agent. Motion carried.

### Old Business:

- The board reviewed the transfer station fees and made adjustments, adding pricing for shingles. Jim Phelps motioned to adopt the new fee schedule for the transfer station, motion seconded by Lyn England. Motion carried and the Selectmen signed the updated document. Copies will be made for the transfer station employees to use and hand out.
- The list of properties that the Tax Collector will be deeding in December was reviewed. Lyn asked for an updated list, which Karen got from the Deputy Tax Collector. Only one person on the list has contacted Tricia to state his intention to pay by the deadline. Lyn inquired about the deeding date, which is believed to be December 31, the same as last year. The Board will review and handle any deed waivers at the next Board of Selectmen meeting scheduled for December 21.
- Jim presented an idea for the revised personnel policy project that addressed the use of sick days. The other board members will look it over and they will discuss at the next meeting.

### New Business:

- A letter from Ragged Mountain Resort was received and reviewed giving permission to use the road improvement funds for paving on Ragged Mountain Road. These funds come from the enhanced building permit fee that RMR pays. Jim stated that these funds will be turned back to RMR after 6 years if they are not used and that 6 year deadline is approaching. The Planning Board will be discussing this at their next meeting on December 13.
- The property 408-073 on Dean Rd is adding on to their house and no building permit has been issued. There is a barn, the addition and storage buildings. The Board asked Karen to write a letter to the homeowners and send a building permit application.

### AA

- Karen asked for permission to use the selectmen's petty cash for incidental payouts such as stamps or small reimbursements. Lyn stated that it was her understanding that the town financial policy already allowed for such use by the administrative assistant of the cash account. The policy was found, and it is permitted to use the cash for small expenditures.

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- Karen updated the Board with information gathered about imposing a fee for the voluntary merger of lots. The legal staff at the NH Municipal Association said that the Planning Board can establish a fee. The Selectmen should request that the Planning Board adopt the fee as part of the subdivision regulations. Jim will present the idea and the revised form at the next meeting of the Planning Board and report back.
- NH Department of Labor visit last Thursday to check on time cards for youth laborers.
- The owner of 418-028 called questioning her assessment. After speaking with Cindy Perkins of CNP, Karen learned that the assessment was raised after looking at MLS listing stating "totally renovated interior". The owner was informed of the procedure for filing for abatement.

**BUDGET DISCUSSIONS** continued and a draft of the Selectmen's recommendations completed.

Road Agent, Alan Huntoon, came in to let the board know of an opportunity to buy a used dump body for the '02 truck from the Town of Enfield for \$550. Everyone felt this is a good deal and a solution to the problem of that truck not passing inspection because of the body.

### **FYI**

- Forest Laws for Municipal Officials 12/14/16 Salisbury Town Hall
- Ratio Study received from Dept of Revenue Administration
- Evangelista recorded deeds, only remaining sales from auction not recorded - Rondeau
- Merrimack County budget
- Letter from Jeanie Forrester

At 10:00 Jim Phelps made a motion to adjourn, seconded by Lyn England. Motion carried and the meeting was adjourned.

Respectfully submitted Karen Padgett, Administrative Assistant