

# TOWN OF DANBURY - Board of Selectmen

## Regular Meeting Minutes

Wednesday, March 9, 2016

**Members Present:** Lyn England, Chair

Jessica Hatch

James Phelps

**Others Present:** Administrative Assistant, Karen Padgett

### Checks/Applications/Signatures

- **Manifests** were reviewed and signed
- **February bank reconciliations** were reviewed and signed.
- **Minutes** of 2/24 were reviewed. Jim noted an incorrect date for the election. Jim Phelps made a motion to approve the minutes with the amended date for the elections, seconded by Lyn England. Motion carried.
- **Building Permits**
  - **04-2016B H&H Investments 403-018** Replace roof, add 2nd floor and expand porch. Jim Phelps made a motion to approve building permit 04-2016B, seconded by Lyn England. Motion carried 3-0.
  - **05-2016B Silvia 410-069** Garage with loft. Jim made a motion to approve building permit 05-2016B, seconded by Jessica Hatch. Motion carried 3-0.
- Ragged Mountain Resort requested a letter of support from the Selectboard to the NH Liquor Commission for a one day extension of their liquor license beyond the brick area for 3/19/2016. Jim made a motion to sign the letter for the NH Liquor Commission, seconded by Lyn. Motion carried 3-0.

### Old Business:

- **Chief Suckling and PD Administrative Assistant Becky Huntoon** met with the board to discuss quotes for the new police cruiser. Banks Chevrolet would not quote directly to the PD, they said to go thru the state bid. Irwin did not return phone calls. Meredith Ford was willing to do a quote. The PD compared the Chevy Tahoe, Ford Interceptor SUV and the Interceptor Sedan. The Tahoe was priced too high. The Chief feels the Ford SUV is the way to go. It's all wheel drive, pursuit rated(which has a heftier frame), comes prewired for police equipment. Meredith Ford in Plymouth was higher in starter base price but all of the extras were a lower price and they offered a municipality discount.. Final price is about \$1000 higher than the state bid, but includes taxes, destination delivery and title fee - which the state bid does not include. The final price was \$28839 from Meredith Ford vs. \$27900 from the state bid. Not much equipment from the Charger can be put in the new cruiser but some of it can be saved and stored in case the Expedition needs parts. Jim made a motion to authorize the purchase of police car in the amount of \$28839.18, seconded by Lyn England. Motion carried and the purchase order was signed. The lights and electronics can be worked out at a later date.
- The Selectboard reviewed the pick up list for CNP, the assessing company and the property inventory forms with changes noted. They will have CNP do the statistical update without the bare minimum which should be about \$20,000. Karen will contact them and have them draw up a contract.

### New Business:

- Central Land Surveying offered a quote for surveying the 44 acre Barney Schlagle lot. Jim stated that they could raise about \$20,000 in a timber and these funds, along with the sale of some town owned property, could go directly towards reducing the tax rate. Shaun Lagueux could possibly find the property lines with a compass. He could act as our agent in the timber sale. Karen will contact Shaun and ask him for a proposal for managing the sale. The lot was last logged about 35 years ago and is on a class VI road. The board decided that a survey is not needed at this time.
- 5 tax abatement requests have been received by the deadline of March 1, 2016. They have all been emailed to CNP. The board reviewed the abatements and determined which ones need to be acted upon.

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- NH DOT Road survey needs to be completed. The board reviewed the map and determined that there are no changes for this year. This is used to calculate state highway aid, which is determined in part by road mileage in the town.
- Jim asked if the board wants to pursue the option of selling town owned property. There are about half a dozen that would be worth selling at auction. Board members looked at the tax map and lots owned in Echo Glen, many of which are not buildable lots. The possibility exists to sell these lots for a nominal fee to abutters with the condition that they merge the lot with their property and do not sell them. The Board will need to determine which lots to sell at auction and which lots to sell only to the abutters. Grafton used JSJ Auction services out of Manchester. Karen will contact the auctioneer and ask about fees, procedure, etc. The Board will discuss again at next meeting.
- Quote from United Safety Services in Alexandria was received for emergency lighting at the Town Hall and DCC. The owner was at the DCC with his daughter and noticed none of the emergency lights are working. The Board would like to him to do a complete inspection and let us know the full and complete cost to get everything working.
- **HealthTrust Membership Agreement.** Was due by 12/31/15. Certificate of Authorizing Resolution. Vote needs to be taken. Lyn signed the membership agreement. The town will not use HealthTrust Cobra billing services. Resolved: That the Town of Danbury shall participate as a Member in the HealthTrust pooled risk management program for the provision of group medical and/or other benefit plans in accordance with the "Application and Membership Agreement" and NH RSA 5-B.  
Resolved: That Lyn England, Chair, Board of Selectmen, is hereby authorized and directed to execute and deliver to HealthTrust, on behalf of Town of Danbury, the "Application and Membership Agreement" in substantially the form presented to this meeting.  
Lyn made motion to sign membership agreement, seconded by Jessica. Motion carried
- Jim will work with Chief Austin on the dry hydrants. The sites need to be selected, property owners contacted and easements recorded among other things.
- Employee evaluations were discussed. The Board will look at updating the scale and updating the form. Also, employee policy manual needs to be updated. At the next meeting, they will discuss a time clock policy.
- Jim Phelps made a motion nominating Jessica Hatch to be Chair, seconded by Lyn England. Motion carried.
- It was decided that Jim will be the ex officio member to the Planning Board, Lyn will be the ex officio member to the Budget Committee and Jessica Hatch will continue to be the Health and Welfare officer.

## AA:

- Letter written in response to 40 Judkins Drive
- Karen will be on vacation the week of April 4.

## FYI

- **Hannaford** sent us a credit application

James Phelps made the motion to adjourn at 8pm, seconded by Jessica Hatch. Motion carried and meeting was adjourned.

Motion made to adjourn at by Lyn, seconded by Jim. Motion carried. Meeting was adjourned.

Respectfully submitted Karen Padgett, Administrative Assistant