

TOWN OF DANBURY - Board of Selectmen

Regular Meeting Minutes

Wednesday April 20, 2016

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

Others Present: Police Chief, Dave Suckling
Fire Chief, Tom Austin
Michael Daughen

Checks/Applications/Signatures

- **Payroll Manifest** was reviewed and signed
- Minutes of 3/23 were reviewed. Jessica Hatch made a motion to approve the minutes as written, seconded by Jim Phelps. Motion carried.
- March bank reconciliations were reviewed and signed.
- **State Forms PA -34 and CD 57-P- J** for the transfer of the property in the town hall lot line adjustment plan were discussed. Jessica Hatch made a motion to sign the PA-34 and CD 57, seconded by Lyn England, motion carried. Jim Phelps abstained.
- **Building Permits**
 - 10-2016B TAYLOR** approved by vote 4/6. Cover form prepared by Karen was signed.
 - 11-2016B OVERLOCK 210-012 8x24 porch** Jim Phelps made a motion to approve the building permit for Overlock, seconded by Jessica Hatch. Motion carried.
 - 12-2016B JORDAN** 18 Elmwood Trailer Park Rd 14x49 ft concrete slab and mobile home Jessica Hatch made a motion to approve BP 12-2016B, seconded by Lyn England. Motion carried. Jim Phelps abstained.
- **Intent to Cut**
 - 16-111-03-T 414-004 WILSON** Walker Brook Rd Jim Phelps made a motion to approve the Intent to Cut, seconded by Jessica Hatch. Motion carried
- **Timber Warrants**
 - 15-111-16-T 410-067 BRIAN & MIKES \$4734.18**
 - 15-111-19-T 414-007 WALKER \$2893.83**
 - Jim made a motion to approve timber warrants for both operations, seconded by Jessica. Motion carried.
- **Gravel tax warrants**
 - HUNTOON 405-003 \$228.02**
 - CLARK 418-020 \$269.02**
 - Jim made a motion to approve gravel warrants for both Huntoon and Clark, seconded by Jessica. Motion carried.
- **Home Occupation Application 406-195 POLIZZI** James Phelps made a motion to approve the Polizzi application for Home Occupation, seconded by Lyn England. Motion carried.
- **2016 Bristol Ambulance Contract** was signed.
- **Pemi Baker Appointment** The Selectmen appointed James Larkin as the town's representative to the Pemi Bake Solid Waste District, with Carl Hultberg the alternate.
- **Driveway permit** TE Austin Property Maintenance, for 413-022 408 Walker Brook Rd, Nancy Berliner. Jessica Hatch made a motion to approve the driveway permit, subject to approval by the Road Agent. Seconded by Lyn England. Motion carried. Jim Phelps abstained.

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2016 Backhoe Ballot issue John Deere

Warrant Article 3

The official ballot did not have the wording on Article 3 for the backhoe that was approved and posted by the Selectmen and the Budget Committee. The official ballot read - vote and raise \$85,000...\$45,000 by taxation and \$40,000 from Cap Reserve. Highway budget will be reduced by \$18332 - this year's lease payment. Karen contacted Michelle Clark about this issue. After checking into it, Michelle indicated that the Warrant Article will stand as voted. Michelle will send the town a letter of deficiency and adjust the Report of Appropriations Actually Voted (MS-232)

New Business:

Mike Daughen filed a formal complaint concerning the condition of his neighbor's yard. Last year when trying to sell his property, there were 2 interested buyers who did not purchase because of the eyesore of the neighboring property. He brought documentation from his realtor to back this up. Since the logging of the neighbor's land, all the junk in the yard is in full view of the neighbors. There are cars, equipment, etc including a burned out backhoe.

The Board will discuss how to address this issue with the property owner in order to achieve compliance.

Chief Suckling -

Purchase Order 038532

for the new police cruiser from Meredith Ford 2016 4D AWD Ford Interceptor \$28339.18(cruiser warrant article)

Purchase Order 038809

to Ossipee Mountain Electric for new cruiser equipment \$14091.80(cruiser warrant article). \$2175.00 of this is for a repeater and installation which will come out of the PD budget

Purchase Order 033808

to TMDE for a Python 2 Radar Unit for the new cruiser(cruiser warrant article)\$1495.00

Jim Phelps made a motion to approve the 3 purchase orders for the Police Department, seconded by Lyn England. Motion carried.

The Chief would like to exchange a PD Automatic weapon (AC-556 Select Fire 223 Rifle) purchased in 1996 for a new Ruger AR 556 Rifle Model 8500 5.56 Nato 30rd. Pinnacle Sports LLC in Newport is willing to do an even trade. Jessica Hatch made a motion to allow the PD to swap the AC-556 Select Fire 223 rifle for new Ruger AR 556 rifle 8500 provided it is an even swap.

The Chief told the Board that all ammunition is now going to be purchased from the Smith River Trading Post. In an effort to support the local police department, Bob Weeks, the owner is willing to sell the ammunition for cost plus any shipping charges.

Chief Suckling and Officer Marvin took a portable breath test instructor class. They are now certified as instructors on the portable breath test. Because they are now certified they were able to apply to the state for a grant for 2 new portable breath tests and have received the testers.

Old Business:

- Sale of Town owned property, continued discussion to finalize which lots are to be sold and then Karen can send information to auctioneers. No final determination was made.
- Dry Hydrants. The easement form has been completed. Carol Macuch and Frazier have responded positively to an easement on their land for the installation of dry hydrants. The landowners will sign and have them notarized and return them to us.
- Current use applications came back from Merrimack County Registry of Deeds. Copies will be mailed to landowners with originals in the property file.
- A quote was received for culvert repair where the bog runs under Ragged Mountain Rd.

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- The Board reviewed the latest property inventory forms. None required pick ups from the assessing company.

New Business:

- Refund request from Tax Collector
Gayle Michaud's taxes were overpaid by her bank escrow account in the amount of \$1350.19. She would like a check sent to her bank. Jim made a motion to refund an overpayment of \$1350.19 for Gayle Michaud's taxes, seconded by Lyn England. Motion carried.
- **Danbury Historical Society** is requesting the town donate a flag for the North Road Schoolhouse Museum. After some discussion the board agreed to donate one of the 3 flags the town has in hand to the Historical Society. Jessica Hatch made a motion to donate one of the town's flags to the Danbury Historical Society, seconded by Jim Phelps. Motion carried.
- Chief Austin was in to drop off a driveway permit. While here, the possibility of finding a volunteer to be a custodian of the pole flags was discussed.
- **Employee Evaluations**
Some evaluations have been received from the department heads. The board discussed the scale of the form and percentages of wage increases. No decisions were made.
- **Roy Ford culvert** -We received a letter from the state that we are eligible to apply for the federal grant for this project that was listed in the Hazard Mitigation Plan. Karen will follow up with Erin Darrow of Right Angle Engineering to see what the cost will be. There is no money in the budget for such a project.

AA

- **Primex - Phil St Cyr** came in to complete the application form for liability insurance. He feels their quote will be ready in the next week to 10 days.
- **Stan Phelps** informed this office that in Elmwood Trailer Park one trailer was removed/one being added
- Andy Phelps has a community service worker and would like to have him clean and paint or stain the outhouse at the transfer station. He will purchase the stain at Belletete's and it will be charged to the transfer station maintenance account.

FYI

- Timber showing ad in Kearsarge Shopper. Timber showing was on the 20th. About 14 loggers showed up.
- Notice of surplus equipment auction
- Letter from G&K Uniforms regarding new \$3 fee for restocking
- Merrimack County report
- Bridge List updated - no changes for Danbury

Jim will get roof specs together so the reroofing of the Town Hall can be put out to bid. The funds were carried over for one year and it should be done this year.

Jim made a motion to recess at 8:15 pm until Monday 4/25/16 at 6pm for a work session, seconded by Jessica Hatch. Motion carried 3-0.