

TOWN OF DANBURY - Board of Selectmen

Meeting Minutes

Wednesday , May 3, 2017 6:00 pm

Members Present: Lyn England, Chair
James Phelps
Jessica Hatch
Administrative Assistant: Karen Padgett
Road Agent: Alan Huntoon

Lyn England opened the meeting at 6pm. At 6:01 Lyn made a motion to go into non public session per RSA 91-A:3, II (b) *The hiring of any person as a public employee*. Motion seconded by Jim Phelps. Lyn - Yes, Jim - Yes, Jessica - Yes. Motion carried.

At 6:25 Lyn made a motion to come out of non public session, seconded by Jessica. Motion carried. No decisions were made, no votes taken.

Checks/Applications/Signatures

- **Payroll** was signed
- Minutes for 4/26 were reviewed. Jim Phelps made the motion to approve the minutes, seconded by Jessica Hatch. Motion carried.
- Timber tax billing
 - McCabe 16-111-17-T Map/Lot 406-190-001 \$1,321.61
 - Taylor 16-111-05-T Map/Lot 409-017 \$616.00

Jessica made a motion to approve and sign both timber tax bills, seconded by Lyn. Motion passed.

- Building Permit 08-2017 for James Phelps 406-087 62 Aspen Lane - add bathroom, heating system, stairway, no expansion of footprint. Jessica made a motion to approve the building permit 08-2017, seconded by Lyn. Motion carried 2-0 with Jim Phelps abstaining.

Meetings:

Alan Huntoon, Road Agent

- The Board members and Road Agent Alan Huntoon, reviewed and discussed various quotes for road paving and crack sealing. Quotes have been received from GMI and Blaktop. Quotes from Pike and R&D Paving should be coming in soon.
 1. They decided to move forward on the paving of a section of Waukeena Lake Rd. The town crew will need to replace some culverts, which we already have, and it will need ditching. The Board asked that Alan take care of the culverts and ditching so that the Waukeena section can be paved.
 2. Crack sealing will be done on Eastern District Rd and Ragged Mtn Rd from Route 104 to just past Littlefield Rd.
 3. More information will be gathered on various fabrics that can be used in rebuilding the swamp area of Ragged Mountain Rd
 4. The Board authorized the removal of two trees on Waukeena Lake Road for \$2500
 5. The Highway crew will be working on piecing together the bridge planks for the Zaccaria Bridge during the rainy weather. Jim advised him to talk to Mark Zaccaria before the work begins.
- Jessica suggested that the roads be put on a year round grading schedule, because they all need it.

Old Business:

- Lyn drafted a response to the wage claim filed by Jeremy Martin.
- Jim will take the old fire truck down to the White Farm state auction on Friday 5/12/2017. The auction is May 20, 2017.
- The Board will review tax deeded property to see if there is enough to have another auction.

TOWN OF DANBURY - Board of Selectmen

At 7:20 Lyn made a motion to go into non public session per RSA 91-A:3, II (b)

The hiring of any person as a public employee. Motion seconded Jessica. Lyn - yes, Jim - yes, Jessica - yes. Motion carried.

At 7:35 Lyn made a motion to come out of non public session, seconded by Jessica. Motion carried. No decisions were made, no votes taken.

New Business

- A citizen complaint was received about activity on a property in Echo Glen without a building permit. A trailer has been placed on the property and a shed is being built. Karen will send a letter to the owner letting him know he needs to apply for a building permit.
- The Board asked that a letter also be sent to the owner of 717 US Route 4 who is doing renovation on the property (windows, doors, deck) which obviously exceeds \$1,000 of assessed value. Discussion ensued about clarifying the building permit rules and the possibility of developing a form letter that can easily be sent when construction is observed on a property without a building permit. Jessica suggested having Cindy Perkins of CNP come to a meeting and educated the Board on what types of improvement increase the value of the property.
- Lake Sunapee Bank can no longer be used for state deposits effective 5/1/2017. In the past the Town Clerk will have to take the state deposits to Bristol twice a week.
- No notice will be sent regarding timber operation 16-111-16-T. The owner/logger passed away.

AA

- BB Chain credit
- Letter was written to D Scanlan requesting his timber tare slips so the Board can evaluate his request for abatement.
- Karen has been working with Cartographics on the 2017 map revisions. New maps should be arriving shortly.
- The certificate of origin has been received for the backhoe.

FYI

- Comcast quarterly franchise fee \$851.98
- State Driveway permit 879 US Route 4
- DRA Equalized values
- Monthly sales for April
- Town and City magazine

At 8:40 Lyn made a motion to go into non public session per

RSA 91-A:3, II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.

Motion seconded by Jessica. Lyn - yes, Jim - yes, Jessica - yes. Motion carried.

At 9:40 Lyn made a motion to come out of non public session, seconded by Jim. Motion carried.

During the nonpublic session, employee performance evaluations were reviewed and pay rates for the remainder of 2017 were set. The board voted to make the pay raises retroactive to 4/17/2017.

At 9:40 Lyn made a motion to adjourn, seconded by Jessica. Motion carried and meeting adjourned.

Respectfully submitted Karen Padgett, Administrative Assistant