

TOWN OF DANBURY - Board of Selectmen

Meeting Minutes Wednesday , June 21, 2017 6:00 pm

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

Appointments Chief Suckling 6:30pm

Checks/Applications/Signatures

- **Payroll and Accounts Payable** were signed
- **Minutes** for 6/7 were reviewed and amendments made. Jim made the motion to approve the minutes as amended, seconded by Lyn. Motion carried.
- **May bank reconciliations** were signed and bank balances reviewed.
- **Building Permit 19-2017B Hamilton** 33 Hamilton Woods Rd 410-062-013 New log home construction. Lyn motioned to sign and approve building permit 19-2017B, seconded by Jessica. Motion carried 2-0. James Phelps abstained.
- A check for \$231.31 to Danielle Gerrior was issued and the manifest signed for **Abatement 2017-04**, approved by vote on May 31, 2017.
- **Abatement 2017-05 Jenkins 413-005** Waukeena Lake Road
Land was taken out of current use in error, the land is being used only for agricultural purposes with no buildings planned. Jim made a motion to approve the abatement in the amount of \$243.44, seconded by Jessica. Motion carried 3-0.

Highway Department

The Board of Selectmen has received many complaints about the condition of the roads in town. They asked Karen to prepare a memo to the road agent asking him to address the following:

1. Old Turnpike Rd
 2. Hemlock Lane in Echo Glen
 3. Littlefield Rd, beyond Reed Hill Road
 4. Overhanging trees on Ragged Mt. Road
 5. The paving above Jason's mill on North Road
 6. New Canada Road
 7. Restful Road
 8. a tree down on Sheep Rock Road
- **Nicom Coatings** will be sealing the pavement cracks on Eastern District Rd and a portion of Ragged Mt. Rd on Thursday 6/22.
 - Waukeena Road paving is scheduled for Friday 6/28.
 - Ragged Mt Rd grinding is scheduled for the week of July 3rd.
 - The Highway Department has been chipping brush on Waukeena and Dunlap Road in preparation for upcoming road work and possible traffic diversion. The culverts on Waukeena Rd have been replaced, also in preparation for paving.
 - Truck body quotes were reviewed. Road Agent Huntoon had requested quotes on a stainless steel dump body. Discussion ensued about the high cost of the stainless. Board members will review the different quotes and discuss at the next meeting.

Chief Suckling

The Chief presented two purchase orders. The first in the amount of \$970 for EMS tactical set up and the other for \$325 for a vest. Jason Warn will be assisting the Police Department in instances of arrest warrants, standoffs and active shooter situations. In these instances, immediate first aid can be administered by a trained paramedic. This is a voluntary position. There will be extensive training between the Police and Fire Departments to develop protocols for this program.

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Another purchase order was presented(\$379) for a new laptop for Officer Marvin for report writing. He is currently using the old Planning Board computer and it is no longer compatible with the software.

Lyn made a motion to approve 3 police department purchase orders in the following amounts:

\$970 tactical gear
\$325 tactical vest
\$379 laptop

Motion was seconded by Jim. Motion passed unanimously.

Chief Austin

Chief Austin presented a purchase order in the amount of \$1130 for EMS supplies and equipment for the tactical EMS position.

Lyn made a motion to approve the purchase order, seconded by Jim. Motion passed unanimously.

Chief Austin also advised the Board that EMS supplies budget line is over budget. The cost of Narcan is at \$100 per dose and just last weekend 4 doses were administered by the department. Another drug that is driving costs up is epinephrine.

Old Business:

- Karen has not yet received a response from the town attorney about a repayment plan for the former owner of 412-019.
- Electric supply savings potential with Standard Power Supply was estimated by Karen to be \$1471.41/year. If accepted, the agreement must be renegotiated before the term is up or prices could climb considerably. The Lakes Region Planning Commission's timeline indicated a starting date of January 2018 for their group electric supply aggregation. If we were to wait until that is established, the town could lose the potential for \$858.32 in electric supply savings. Jim made a motion to sign the Electricity Service Agreement and Sales Confirmation with Provider Power , as negotiated by Standard Power of America. Motion was seconded by Jessica. Motion passed unanimously.
- The court order for the clean up of 88 High Street has been recorded at the Merrimack County Registry. The Board asked Karen to get quotes from Hammond & Sons and All-Ways Wrecking for removal of the demolition debris to see what the potential cost will be.
- The Board reviewed the Personnel Policy update prepared by Karen. This is a compilation of the notes taken and changes made in previous policy discussions over the course of the last year. Jessica made a motion to adopt the updated personnel policy, seconded by Jim. Motion passed unanimously.
- Only 1 bid was received to paint the Town Hall. Jessica Hatch made a motion to hire George Hill for the painting of the Town Hall, seconded by Lyn. Motion carried 2-0. Jim Phelps abstained. Karen will prepare a check in the amount of \$1500 for the deposit.

New Business

- A corrected tax warrant was approved by the Board of Selectmen.
- 2016 tax lien has been executed in the amount of \$102,060.20
- A welfare lien payment was received in the amount of \$1409.79
- LRPC requested that the Danbury Selectmen nominate another commissioner to represent the town. No action was taken.
- The town received a letter from McFarland/Johnson, an engineering firm, regarding the rebuilding of the Route 4 bridge over the rail trail - near Frazier Brook. This work is scheduled to take place in 2018. The letter seeks input from the town regarding any environmental or historical impact. The Board of Selectmen have no concerns.
- Ray Baird requested a refund of money paid for cemetery plots in Riverdale Cemetery. He has moved away and will not be using the plots. We have the receipts and deposit slips for the money he paid in 2011 that was deposited in the Cemetery Trust funds. The Selectmen indicated they have no issue with the refund if the Cemetery Trustees and the Cemetery by-laws are in agreement. Karen will follow up with the Cemetery Trustees and the Sexton.
- The Board reviewed the current profit and loss statement

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- It has been brought to the attention of the Danbury Board of Selectmen by Office Spencer Marvin, that the condition of the concrete block building and the port-a-potty at Independence Park has become a health hazard. In attempting to rescue some abandoned kittens, he found the building filled with litter, broken glass and human feces. He stated that it is an unsanitary and unhealthy condition. The Board asked Karen to contact the Recreation Committee members to see what action they might take to remedy the situation.
- Trustees of Trust Funds met on June 20. They will be moving the Lake Sunapee Bank funds to Franklin Savings Bank and using money market accounts.
- SB 38 has passed the House and Senate and is waiting for the governor to sign. It gives additional \$30 million to municipalities for highway improvements. Danbury should receive approximately \$100,000. This needs to be counted as unanticipated revenue, with a public hearing held for the Selectmen to accept it.

Jim stated that Terry Taylor repainted the lines in the Town Hall Parking lot over the weekend. The Board expressed their appreciation to Mr. Taylor, who has been volunteering his time and supplies to do this task for several years. A formal thank you will be sent.

Jessica informed the Board that the Broadband Committee has gone as far as they can with the Comcast contract renewal negotiations and that the Board of Selectmen should take over. Karen will contact Melissa Pierce to set up a meeting time. Barton Mayer, the town attorney, has reviewed the contract and offered suggestions for changes.

At 7:55 Lyn made a motion to adjourn, seconded by Jessica. Motion carried and meeting adjourned.

Respectfully submitted Karen Padgett, Administrative Assistant