

TOWN OF DANBURY - Board of Selectmen

Meeting Minutes Wednesday , June 6, 2018 6:00 pm

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

Appointments: **Jeremy Cornell**
Guests: Noreen Rollins

CHECKS/APPLICATIONS/SIGNATURES

- **Payroll and accounts payable** were signed.
- Jim made a motion to accept the minutes of May 16 with small corrections, seconded by Jessica. Motion carried unanimously.
- Building Permit - BEASLEY 405-019 New Barn - Jim made a motion to approve the building permit for Beasley, seconded by Jessica. Motion carried.
- Gravel tax billing - HUNTOON 405-003 -Jim made a motion to approve the gravel tax warrant in the amount of \$101.26, seconded by Jessica. Motion carried.
- Intent to Excavate - HUNTOON 405-003 Jim made a motion to approve the intent to excavate for Huntoon, seconded by Lyn. Motion carried.
- Previously approved abatements need to be amended. For 2018-03 the amended amount is \$123.60 and for 2018-04, the amended amount is \$164.49 for taxes and \$55.45 in interest(\$219.94). Jim made a motion to approve the amendments to the abatements, seconded by Jessica. Motion carried.
- Jim made a motion to approve a purchase order for the Fire Department in the amount of \$1500, seconded by Lyn. Motion carried. \$750 of this is for hydraulic tool testing and the other \$750 is for air tank testing. Both of these items were included in the budget.

OLD BUSINESS

- The revised draft of the Comcast cable agreement was discussed. The new draft incorporated one of the changes requested by the Town, but not the other three changes requested. Jim suggested not signing the franchise agreement at all. He does not want to be locked down with them for a ten year franchise in case another provider might be interested in providing service. Jessica suggested getting input from the Broadband Committee and the other board members agreed. She will contact the committee and report back to the Selectboard.

NEW BUSINESS

- Mr. and Mrs. Brough, owners of property on Walker Brook Road, presented a survey to Karen last week that was done by John Morse and recorded at the registry of deeds in 1998. This survey shows that there is an area of encroachment where property the Broughs assumed they owned is actually, according to the survey, owned by Richard and Susan Frazier. The survey was done for land of Frazier Smith. Originally, the Broughs had sought the help of Colin Brown in obtaining a lot line adjustment between the 2 lots they own, 404-002 and 404-003. Colin, of Central Land Surveyors, found the old survey and advised them to contact the town about the issue. There is a cabin in the area of encroachment that was built in 1965. Mr. and Mrs. Brough bought the property in 2010. The town did not receive a copy of this survey until now. Now that they know, the town can make the change in the tax map and a change in the assessment. Jim stated that the Selectmen don't have the ability to straighten out the property line issue because it is a civil matter.
- The budget to date was reviewed.
- Cindy Perkins of our assessing company, CNP submitted a land use change tax for property 408-039 on Ford Mill Road. There is a tent platform on current use land which necessitates the land being taken out of current use. A land use change tax form will be prepared to be signed at the next meeting.

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HIGHWAY

- Jeremy Cornell expressed frustration about the current state of the highway fleet. The new truck is in the shop with a warranty issue and the 2005 truck is still in the shop, so they are down to two trucks. He met with Scott Reed of Reed Truck Services who suggested using the 2005 International as a spare truck. It needs some work but the town has already spent a considerable amount of money on it and should be able to get more use from it before trading it in the next year or two. A second option is to use the 2001 Freightliner as a spare. This needs about \$6,000 in engine repairs. If it needs a clutch another \$3,600 in repairs will be needed. Mr. Reed also presented an offer of approximately \$7550 for old equipment at the yard that is no longer in use. He would be willing to take these in trade to cover some of the repair costs.
Jim stated that the 1968 fire truck has only 6500 original miles and the cab is in great shape. Lyn questioned whether legally the town can trade the old equipment for service and repairs. Jessica would like to move forward with the deal. The Board would like to consider their options and will take this up at the next meeting.
- Road repairs were discussed. Road Agent Cornell had a quote from GMI for North Road paving. R & D Paving is coming out tomorrow to look at the job and prepare a quote. There is a culvert at the schoolhouse that is in wetlands and will need a special permit from NHDES. It's a \$3000 culvert. He has already purchased several of the 18 culverts needed for the project. Jim ask if because of our budget situation with vehicle repairs and the need to change 18 culverts on North Road, are we in a position where we ought to consider paving somewhere else and get North Road ready for paving next year? Cornell said that if we don't pave North Road this year he will do repairs to the worst part of the road. Other paved roads done in recent years are: Walker Brook Road, Waukeena Lake and Ragged Mt. Road. Walker Brook Road was done the longest time ago and has a crack down the middle of it. Some other short sections of road, like a section of High Street could be done. Jessica said Frazier Road is also in rough shape. The Board agreed that Road Agent Cornell should look at other options for paving this year while preparing North Road to pave next year.
- Jim read the waiver of liability form for fill material as drafted by Karen. Jim made a motion to approve the form, seconded by Lyn. Motion passed unanimously.
- The Highway budget to date was reviewed. Supplies and vehicle repairs are over budget, with diesel fuel expenses close to the allocated amount. Road Agent Cornell suggested holding back some of the money budgeted for paving to cover the overages.
- He updated the Board about his latest meeting with FEMA about storm damage from the October 2107 storm.

SELECTMEN ITEMS

- Jim spoke at the South Danbury Church reception on June 2.
- The next recipient of the Boston Post Cane was discussed. The next eligible recipient will think about it and get back to the Board.
- Jessica asked if the DCC had signed the lease agreement. Kendra had indicated to Karen that the DCC Board had reviewed it and had no issues.
- Jessica was asked by Andy Phelps who had mowed the Town Hall lawn. She saw that it was on Karen's time card. Karen indicated that yes, she and Don Padgett had done it on Sunday.
- Jim asked about holding a town auction for the 2 properties on Lilac Lane. The one unoccupied is rapidly deteriorating. The Board asked that Karen contact JSJ Auctioneers to see if the town could get an auction on the schedule for the fall.

AA

- As discussed previously, the town tax mapping company suggested dropping the index service they provide. Karen prepared a sample replacement index which the Board found satisfactory.
- At the May 2nd Selectmen's meeting, there was a concern that a retirement contribution and the town's matching contribution were erroneously taken out of an employee's check that was issued for

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the health insurance buyout. The concern was that the buyout payment was not earnings and therefore the deductions were not valid. In researching this, Karen found that the 457(b) retirement plan document defines includible compensation by an IRS definition that includes taxable fringe benefits, such as the insurance buyout. Lyn asked if there was a resolution to the issue of Valic not setting up the account for employer contributions. Valic has rectified this error.

- Notification has been received that the NHDES waste oil grant for 2018-2019 year was approved. Jim will connect with Jim Larkin and Mike Maines at the transfer station to see about using some of the money for waste oil collection equipment at the transfer station. Mike may have some ideas about how it was done at the New Hampton transfer station where he had previously worked. Both Jessica and Jim stated that it is looking noticeably better with all the clean up they have been doing. Having use of the town backhoe on Saturdays has helped.
- New Hampshire Municipal had a webinar reviewing the law changes from the legislative session. Karen went over a couple of them that will have an impact on the town.
 1. Effective April 1, 2019, the interest on delinquent taxes will be 8% pre lien and 14% post-lien.
 2. In SB2 towns, at the first deliberative session, the default budget will have to be presented in line item detail, by account code. A definition of "contracts" was included as well.
 3. \$20 million was allocated for stated red-listed bridges and \$10.4 million for municipal high traffic volume bridge projects. This influx of unanticipated money could move red-listed bridge projects up the list and NHMA recommended have the 20% match in reserve with agents named to expend and bridge design plans up to date.

At 8:00 pm Jim made a motion to go into non public session per

RSA 91-A:3, II(c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.
and

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 public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.

Motion was seconded by Jessica. Jim - Yes, Lyn - Yes, Jessica - Yes

At 8:20, the Board came out of non public session.

Lyn made a motion to hire Alan Huntoon for the full time position as a Highway employee seconded by Jim. Motion passed unanimously. Karen asked for clarification that his previous time worked for the town will be recognized when calculating vacation, etc. and it will be.

Jim made a motion to grant tax deferral for the property owner of 416-015 for 2013, 2016 and 2017 taxes as allowed under RSA 72:38-a

Motion was seconded by Jessica and passed unanimously.

FYI

- Letters sent for no report of wood cut received
- Municipal Technology Systems - new software

At 8:30 Jim made a motion to adjourn, seconded by Jessica. Motion passed. Meeting adjourned.

Respectfully submitted Karen Padgett, Administrative Assistant

June 6, 2018