

TOWN OF DANBURY - Board of Selectmen

Meeting Minutes Wednesday , September 20, 2017 6:00 pm

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

Appointments **Road Agent, Alan Huntoon 6:30**

Checks/Applications/Signatures

- **Payroll and accounts payable** were signed
- **August bank reconciliations** were signed
- Jim made the motion to approve the **minutes** of 9/6/2017 , seconded by Lyn. Motion carried, 3-0.
- The Selectmen signed a letter for **Robin Overlock** thanking her for her efforts to return the Boston Post Cane to Danbury.
- **Building Permit** **Champagne 201-117** for a garage addition. Jim made the motion to approve the building permit, seconded by Lyn. Motion carried 3-0.
- **Intent to Cut** **Johnson Family Trust 410-060-001** NH Route 104
 Gardner 416-069 New Canada Road
 Jim made the motion to approve both of these intents to cut , seconded by Lyn. Motion carried, 3-0.
- The NH DRA form **MS 1** Summary Inventory of Valuation was signed.
- A revised NH DRA form **MS 535** was signed. There was a known issue with the original signed MS 535 that concerned the funds used from fund balance to reduce the tax rate. Michelle Clark notified Karen that the problem was in the web portal used to populate the form. DRA fixed the problem and Karen completed a revised MS 535.
- The revised **purchasing policy** that the Selectboard voted in on August 30, 2017 was signed.
- **All Veteran's Credit Application - Edward Lovering 411-049** Jim made the motion to approve the \$200 credit, seconded by Lyn. Motion carried, 3-0.

At 6:30 Lyn made a motion to go into non public session, seconded by Jessica 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 carried and board went into non public session.

At 6:35 the board came out of non public session.

During the non public session, Jim made a motion to increase the pay of Highway Department employee William MacDuffie III by \$.50/hour, seconded by Lyn. Motion carried 3-0.

Highway Department

- Alan Huntoon submitted an estimate of \$3800 from Moran Repair for body work on the 2008 International truck. The floor boards are rotting out on this truck and the crew does not have time to do the work.
- The invoice from SG Reed Truck Repair for the 2005 truck was finally received. A work order was sent in April with an estimate and repairs were done at that time but no invoice was sent. After more work was done on the truck, the invoice was received that included all the work. Total invoice is \$7,186.25. This is the same truck that had an engine rebuild last year for ~ \$14,000. The truck did not pass inspection, so will need to go back for kingpin replacements.
Of the four trucks in the fleet, 3 of them need work.
- The delivery status of the new truck is unknown.
- The Highway budget was reviewed. The budget for sand is overdrawn and there is still more sand needed. The Board will review the budget at the next meeting.

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- Paving is scheduled for the week of 9/25 on Ragged Mountain Road.
- Auditor Andy Phelps is concerned that the purchasing policy for sand/gravel/etc. is not being followed. Some board members were unaware of this policy. It will be reviewed at a future meeting.

Old Business

- After discussion, Jim made a motion to enter into a tax payment agreement with Alice Sysak, owner of property at 714 Waukeena Lake Road. Payment will be \$500/month on back taxes at 18% interest until taxes are caught up. Motion was seconded by Lyn and passed unanimously.
- Jim made a motion to sign 3 deed waivers for the following property owners
 - Patricia Gayson 410-029
 - Alice Sysak 408-077
 - Metallic/Connolly 411-034Motion was seconded by Jessica and passed unanimously.
- Annette LaPerle requested a change in her tax payment agreement. Jim made a motion to amend the agreement to have \$400/month paid toward back taxes only with no payment toward current taxes. Motion was seconded by Jessica. Motion carried 3-0.
- Peter Daniels is changing dimensions of his garage for previously approved building permit 25-2017B to 24' x 24'. Jim made a motion to amend the building permit to include the new dimensions.
- After repeated attempts by email and by phone to reach Melissa Pierce of Comcast, nothing has been heard about the Comcast contract renewal negotiations or the information requested from her by the Selectmen.

At 6:50 Lyn made a motion to go into non public session per

RSA 91-A:3 (l) Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.

Motion was seconded by Jessica. Motion carried 3-0 and the Selectboard went into non public session.

At 6:55 the board came out of non public session. No decisions were made and no votes taken. A vote was taken to seal the minutes of the non public session which passed unanimously.

New Business:

- Anne Marie Alexander requested use of the town owned lot on US Route 4 across from the South Danbury Church for a yard sale. They live on Challenge Hill Road which is steep and difficult to navigate. Jim made a motion to allow a one time use of this town property for a yard sale, seconded by Lyn. Motion carried 3-0.
- A town resident would like to see the town pay for life insurance for all town employees, including fire department volunteers. This will be discussed in the upcoming budget season.
- A letter will be sent to the Barnes family living in the tax deeded and town owned property at 29 Lilac Lane, letting them know that the property will not be auctioned until at least the spring and in the meantime the town will be charging a rent of \$400. If they are agreeable, a lease will be drawn up for them to sign.

Selectmen

- Plans are still being finalized for the presentation of the Boston Post Cane to the oldest resident of Danbury.

AA

- Vacation 9/25/ and 9/26(Mon,Tues).
- Karen requested a change in open office hours on a trial basis. New office hours would be: Monday 8-4, Tuesday 1-5, Wednesday 11:30 - 5:30, Thursday 2-4, Friday 8-12. The Board approved this change on a trial basis.
- The refrigerator in the town hall is old and inefficient. Karen asked to unplug it to see if it lowers the electricity bill for the building. The Board agreed to this.

FYI

- TD Bank statement showing RMR Roadway Improvement account balance is \$52,564.41
- Surplus Auction 10/14/2017. At this time, there is no surplus equipment to be placed in the auction.
- Health Trust to offer HRA's and FSA's

At 7:00 Lyn made a motion to recess for the public forum about the DCC, seconded by Jim. Motion carried and meeting recessed.

Respectfully submitted Karen Padgett, Administrative Assistant

September 20, 2017