

TOWN OF DANBURY - Board of Selectmen

Regular Meeting Minutes

Wednesday, January 13, 2016

Members Present: Lyn England, Chair
James Phelps
Jessica Hatch

Others Present: Administrative Assistant, Karen Padgett
Diane Frechette NH Department of Revenue Administration, Municipal Property
Chief Suckling

Jessica Hatch called the meeting to order at 6 pm.

Diane Frechette

The NH Department of Revenue Administration Assessment Review happens every 5 years to be sure the community is in compliance with applicable statutes and rules and that the town assessing is being done properly. NH DRA requires an pre-assessment review meeting to inform the town of what will happen in the 5 year assessment review and that is why Diane requested a meeting with the Selectboard.

Inside work includes looking at credits and exemptions, building permits, current use and accuracy of property record card data. Outdoor work requires her to visit randomly generated properties, properties that have had building permits issued and properties that have sold. It is not a pass or fail review. It is an assessment to show where you are and what areas need improvement.

The law states that every 5 years the assessors and/or selectmen shall reappraise all real estate within the municipality so that the assessments are at full and true value at least every fifth year. If the town does not do the required revaluation the state could turn it over to the BLTA, it is then taken out of the town's hands and the DRA will tack on the cost when the tax rate setting is done.

Checks/Applications/Signatures

- **Manifests** were reviewed and signed
- **Minutes** of 1/6 were reviewed. Jessica Hatch made a motion to approve the minutes of 12/30/15 as written, seconded by James Phelps. Motion passed unanimously.
- Building Permit 01-2016B Fore Family Trust /Remove Garage/ Build addition same footprint. James Phelps made a motion to approve the building permit 01-2016B, seconded by Jessica Hatch. Motion carried.
- Intent to Cut 414-004 Wilson Jessica Hatch made a motion to sign the Intent to Cut 15-111-20-T for Wilson, seconded by Jim Phelps. Motion carried.
- Deed Waiver form for vote already taken was signed.

Chief Suckling came into the meeting and requested a non public session.

Lyn England made a motion to go into non public session at 7:05pm per RSA 91-A:3, II (a), seconded by James Phelps. Motion carried 3-0.

Public session reconvened at 7:25 pm.

James Phelps made a motion to promote Spencer Marvin to sergeant of the Danbury Police Department and to raise his pay to \$17 per hour year. Motion was seconded by Jessica Hatch and passed unanimously.

Old Business:

New Business:

- Tricia Taylor, Town Clerk, requested that the board set the voting hours for the primary to be held on Feb 9. The board decided the polling hours will be 11am-7pm.
- W. Toni Maviki, Chair of the ZBA, awhile back had requested a locking file cabinet to put files in. There is still nothing available. The board will find something that can be used.

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Budget/Warrant Articles were discussed.

Revaluation options were discussed. The assessor proposals were for a statistical update in 2016 and beginning a 5 year cyclical revaluation with the values being set in the 5th year. They decided to have a warrant article to place funds in the already existing Property Assessment Capital Reserve Fund.

The Budget Committee has finalized their budget in advance of the public budget hearing on January 14.

Administrative Assistant:

FYI

- LRGH letter re: DOT drug and alcohol testing - no selections for this quarter
- DRA received copy of assessing contract from CNP
- Schedule of State Aid to Town, Schools
- Copy of ad in Kearsarge Shopper
- QB Renewal \$519 -

Motion made to adjourn at 8:15 by Jim, seconded by Jessica. Motion carried. Meeting was adjourned.

Respectfully submitted Karen Padgett, Administrative Assistant