

approved 12/12/07 (2-1)

**Town of Danbury
Wednesday**

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Selectmen's Meeting

Date: December 5, 2007

Meeting was called to order at 6:05 PM by Chester Martin

Members Present: Chester Martin, Jim Larkin and Christie Phelps

Others Present: Diane O'Brien/Administrative Assistant

Christie is creating a memo to Pennie Dusio instructing her to deduct the legal fees out of the \$21000 paid by Green Crow and sending half the balance to the Town of Wilmot.

Jim is going to have all the tires at the transfer station picked up the first of the year. Diane will call NRRRA and inquire as to who picks up the tires. Arthur for Springfield Redemption will pick up the rest of the cans next week. Jim was instructed not to sort cans anymore and Christie also recommended having the recreation department pick the cans up on a weekly basis.

An intent to cut for Marjory Huntoon and Donna Sprague was signed as well as a building permit for Manuel and Leslie Pellegrino.

Chet stated we needed to take money out of the Bridge Capital Reserve fund for the Forbes Mountain Bridge repair. Christie calculated the town's total for the repair was \$3328.98. A memo was signed for John DeSantis requesting he withdraw that amount from the fund.

Christie motioned to approve the minutes of the November 28th, 30th and December 1st meetings, Jim 2nd, motion approved 3 - 0.

The final tax warrant was signed and notarized and given to the town clerk-tax collector.

It was noted we received the state school tax which will be \$299,798 for 2008.

We received notification of the requirement to inspect furnaces in public buildings per RSA157-A. We will need to have the town hall and highway department inspected the first of the year.

Chet was given and read a letter by Tammie Coffman, town clerk-tax collector, and her deputy, Cathy Jo Hatch in reference to her hours of operation, cemetery software & support she purchased and comments made by Bob Anderson of the DRA. A copy of said letter is attached to these minutes.

There was further discussion about the library furnace and Christie stated that as far as she was concerned this matter is now between the state fire marshal and the contractor. She

noted that a library employee wanted to be present and oversee the work but Christie feels this person is not qualified nor does she have the authority to oversee the work.

Chet asked Diane if RMR Pacific, LLC had sent a request to purchase the town owned property on Deckman's road. Diane informed him they had not. The board discussed merging the lots to make them conforming then signed and submitted a merger form to the planning board.

Christie gave a detailed update on the planning boards meeting with RMR Pacific. Chet inquired about the trash removal which Christie stated had not yet been discussed. Onsite security and emergency services were also yet to be discussed.

Warrant articles for 2008 were reviewed for accuracy. Chet reminded Christie to put the yearly inventory forms on the warrant. Christie then asked what has been done in regards to researching a building inspector for the town. It was noted we have emailed interest but needed to follow them up. Diane gave Christie the building inspector folder with the names of the responding party's.

Christie informed Chet that Bob Anderson had provided a list of Capital Reserve Funds and the dates they were approved with the tax setting paperwork. He stated any expenditure that says unknown or no was approved at town meeting.

Jim stated that sometime next week Jason Green and his crew were going to come to the transfer station to review the update and when he got the date he would let the others on the board know so they could attend if they so wished.
The board calculated the total spent on the transfer station upgrade to date is \$3260.37.

Christie motioned to adjourn at 8:05 PM, Jim 2nd, motion approved 3 – 0.

Respectfully Submitted By: Diane M O'Brien

**Town of Danbury
Town Clerk/Tax Collector's Office
Tammie Coffman
23 High Street
Danbury, NH 03230
(603) 768-5448**

December 5, 2007

The Board of Selectmen
23 High Street
Danbury, NH 03230

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Chet, Christie and Jim,

We would like to clarify some false statements that were made in two recent Selectmen meetings regarding our office. The first meeting was on November 20th and the second on November 27th.

I would like to advise the board that I have never indicated that I only work 32 hours per week nor would I have ever have said that. What I probably said to Chet was that I am open 32 hours per week and due to his hearing disability, he misunderstood what I said. The only weeks that I worked minimal hours were on my vacation weeks and weeks in which there have been holidays. Recently however, I have worked more than 40 hours even during the holiday weeks. Cathy, Pennie and Rick are well aware of the hours that I put in. The statute that covers the tax collector portion of the job indicates that only 2 hours per month are required. The statute for the town clerk does not specify the hours. The voters that elect the town clerk-tax collector give their approval of the office hours by re-electing the person into office.

The issue surrounding the cemetery program is unfounded. The program creates a record of cemetery deeds and those buried within them. The record includes the owner of the lot, date purchased, amount paid, placement of deceased within the lot, the DOB, DOD, Age, relationship, veteran status as well as a picture of the stones and markers on the lot. Once that information has been compiled in the program, we have created a map in excel that will list the last names of those buried there. The records (lists) will be the back up documents for the maps. References made regarding the cost and maintenance fees were misquoted as well. The total cost to the Town of Danbury for the program was \$500. The regular cost would have been \$1,995 if we had not already been a customer of Munismart. The maintenance and support for the balance of 2007 was \$110. When I presented my budget to the Selectmen, I explained that I already had a quote for 2008 and the cost would be \$399. On the tape from the November 20th meeting, it indicated that \$440 was going to be deducted from the computer support line item. The minutes that were approved indicate \$450 was deducted. What some people fail to realize is that some software is sold globally and the support for that software is much cheaper. The software used by our office is created by a local company made specifically for municipalities. Of course, the cost will be higher. The cost of the support and maintenance includes unlimited support and at least one major enhancement per year. They have already made two enhancements since we purchased the program. Chet indicated that he would be

willing to pay between \$500 and \$1,000 if the program would create a map. Well, he has a map in his possession.

When Bob Anderson presented us with our tax rate, I asked that he confirm my position. He did so for Pennie, Chet and I. He noted that the voters pass my budget and as long as I don't go over the bottom dollar, I can spend the budget how I need to for the benefit of doing my job. He also indicated that just like the Selectmen, I am an elected official. I answer to the DRA and the Secretary of States office only. If the Selectmen thought that I was embezzling money, an investigation would be launched and if so proven, the Selectmen would then have the power to terminate me and only then.

Bob Anderson also advised those present that the town clerk is the keeper of all town records including the cemetery records.

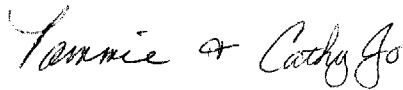
A reference was made that Cathy Jo and Tammie were prowling around the cemetery on town time. This was incorrect. We are no different than any other citizen and have every right to visit any cemetery we would like in the Town of Danbury. The reference that we did this on town time is also incorrect. We have done all of our research on our own time.

A reference was also made that our office should mind our own business yet in the next sentence, it was indicated that he has been watching our office and both of us closely. We have never had five customers in line at one time. We may have had five people in line but often times, couples and others come in together. It was also noted that we were both here and only one of us was waiting on the customers. WE ONLY HAVE ONE COMPUTER.

It was indicated that Chet knows what we think of others here. We question how one could know what our opinions are of others if he doesn't ask us. He noted that you don't have to be very smart to know what those people think. An assumption was made that it is our office that has made all the complaints about Diane but that is not true. Our offices have been working very well together for quite some time now and we hope to keep it that way.

Our final statement is that we want this to be made part of the minutes of this meeting on December 5, 2007.

We thank you for listening to our concerns,



Tammie and Cathy Jo