

TOWN OF DANBURY

Board of Selectmen Meeting Minutes

April 16, 2025

The Town of Danbury Selectmen meeting was called to order by Jessica Hatch at 6:09 PM with all members present, James Farmer and Frances Bliss along with administrative assistant Chantal Roussel.

Appointments

Peter Brigham & John Little RE: Police matters @ 6pm

*Jessica Hatch made a motion to enter nonpublic session at 6:10PM 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 public meeting, and (2) requests that the meeting be open, inwhich case the request shall be granted. James Farmer seconded the motion, all in favor.*

Jessica Hatch made a motion at 6:29 PM to come out of nonpublic session, seconded by James Farmer, all in favor.

No votes were made during nonpublic session.

Jacob Morrisette RE: Building permit at 1406 US Route 4 @6:30pm

His building permit was denied due to setbacks. He is going to call the state to get more information.

Approval of public/non-public meeting minutes from 4/2/2025

Jessica Hatch made the motion to approve the public and nonpublic minutes from 4/2/25, seconded by James Farmer, all in favor.

Consent/Signature Agenda

- Payroll / Accounts payable
- Timber Tax Warrant
Phelps 406-169 \$565.32
- Intent to cut- Sprague 411-007 Spear Hill Road
- Driveway permit applications
 - Wetton 410-090-010 Eastern District Rd
 - Hill 410-062-012 138 Ward Hill Rd
 - Garland-412-004 US Route 4
- March 2025 bank reconciliation
- 2025 MS-232

Jessica Hatch made a motion that the selectmen signed the items but denied Wetton and Hill driveway permits, James Farmer seconded the motion, all in favor.

Building Permit Applications

- 07-2025B Morrisette | 1406 US RT 4 APT C | 415-058 | Demo and replace of existing barn
 - *Frances Bliss made the motion to deny the permit due to setbacks, and tearing down something that is grandfathered in, seconded by James Farmer, all in favor.*
- 04-2025B Fenton | 81 NH Route 104 | 201-112 | Rented storage container
 - Final notice to residents to pay the permit fee will be mailed out, and the permit will not be signed until payment is received.
- 02-2025B Haynes | 76 NH Route 104 | 201-117 | 30ft RV with composing toilet
 - The permit is tabled for the time being until old letters are found, and another letter is written to them.
- 10-2025B Lane | 511 NH Route 4 | 410-060 | Roof mounted solar panels
 - *Jessica Hatch made a motion to approve this permit, seconded by James Farmer, all in favor.*
- 11-2025B Sprague | 46 Huntoon Road | 412-007 | Alterations to existing footprint
 - *Frances Bliss made a motion to approve this permit, seconded by James Farmer, all in favor.*

Old Business

- Ragged Mt Rd Project (Proposal to bid)
 - Proposal will be mailed out to respective construction companies
- New Canada Permit
 - Awaiting a letter from the planning board saying we need to keep the land . There is a discrepancy between the planning board and selectboard.
- Primex release of liability for showers draft
 - *Jessica Hatch made a motion to adopt this release of liability form, seconded by Frances Bliss all in favor.*
- Status of Zaccaria Bridge?
 - Planned to be worked on at the end of April

Selectmen

- Personnel policy
 - Proposed updated vacation time accrual
 - Legalities of accrual times need to be researched before this can be adopted
 - Time worked vs overtime
 - Rewording to elaborate sick time, vacation time, or bereavement time can only be counted towards “hours worked” only when there are emergency situations within the town
 - Meal break acknowledgment - reviewed
 - Comp time approval form- reviewed
- Pay raises- new raise to be paid in full by end of calendar year (April-December)?
 - Pay raises are paid from April to March of the following year, 12 months.
- Twila's laptop (quote)
 - Laptop will get ordered
- David Leblanc denial of pistol application
 - This should be handled by the police department
- Ads created by Chantal for 2 job openings
 - to be posted in the Kearsarge shopper and bulletin boards at town hall

Administrative Assistant

- Chantal's cleaning hours and how they are to be tracked(separate timecard or invoice?)
 - to be tracked on a separate timecard, as the same as other employees who have two different rates of pay

FYI

- Monthly property sales- *reviewed*
- Complaint came from Wiggin rd. in regard to the road ruts, holes, and cement trucks- Road agent informed citizen that the grader will be brought to that road to help repair
- Deborah Aylward's email to Becky asking if there is an active Police Officer- *reviewed*
- Estimate for reprint of Robert Ford and George Stitt's Boston Post - *reviewed*
- 90 Ragged Mountain Rd Septic approval- *reviewed*

James Farmer made a motion to adjourn the meeting at 9:59 p.m., seconded by Jessica Hatch, all in favor.