

Town of Danbury

BOARD OF SELECTMEN MEETING MINUTES

Wednesday February 19, 2025, 6:00 PM

Members present: Jessica Hatch, Chair; Ruby Hill; James Farmer.
Also present: Maggi Winn Administrative Assistant; Lenny Ryan; Road Agent Jeremy Cornell; Police Chief Chris Kelby.

Approval of meeting minutes from January 29, 2025: *Ruby Hill motioned to approve and sign minutes as amended, Jessica Hatch seconded the motion, motion passed 3-0.*

Approval of meeting minutes from February 5, 2025: *Ruby Hill motioned to approve and sign minutes as amended, James Farmer seconded the motion, motion passed 3-0*

Consent/Signature Agenda

- Payroll / Accounts payable
- January bank reconciliation, checking account
- Timber Tax Bill 24-111-11-T McCabe, (406-190-001) \$886.27
- *Ruby Motioned to accept and sign all items in the Consent/ Signature folder, James seconded the motion, motion passed 3-0.*

Building Permit Applications

- 03-2025B Pellegrino, 276 Ragged Mountain Road, (411-083) new home construction. *Jessica motioned to approve and sign the building permit, James seconded the motion, motion passed 3-0.*
- 04-2025B FENTON, 81 NH Route 104, (201-112) rented storage container. *Building permit was not signed, Land Use Zoning Ordinance states if unit container is placed for more than 180 days property owner needs to submit the \$50 fee; first letter was sent in September 2024, storage unit has been there over six months. Administrative Assistant is to notify property owner.*

Old Business

- Mitchell Municipal Group info on New Canada Road reviewed. *Jessica advised she is following up on this.*

New Business

- Northern Tool & Equipment Purchase Program Account Holder Agreement, for review. *Reviewed payment address will need to be updated in QuickBooks.*
- 2024 Municipal Assessment Data Certificate & 2024 Ratio Study Summary Report. *Reviewed & Signed.*
- Letter from Sylvia Hill in reference to Safety Services Building questions. *Reviewed, Jessica advised she will respond.*
- Letter from Thomas Valliere in reference to Assessed value of his property at 358 Wiggin Rd. *Reviewed, The Board requested a letter be sent to the property owner, with info on past years' assessment.*
- Abatement request and Letter from Matt & Lynne Garlick, 86 Wiggin Road. *Reviewed, the Board requested this info be forwarded to our assessing company for their review.*

Selectmen

Ruby updated the Board on the past impact fee (2023) from RM Devco, in reference to the Forest Knowles West development, The agreement was the Town was to request the \$25,000 for the road reconstruction. A letter will need to be drafted for the request.

Ruby submitted a receipt for reimbursement for Employee recognition awards.

Police Chief Kelby advised he has updated the Detail pay policy and would like the Board to review. Chief Kelby also asked for a copy of the Town ordinance on pushing snow across the roadway.

James advised he was approached in reference to a complaint of stonewall damaged by the snow plowing on Wild Meadow Road, He advised the Complainant it would be looked into in the spring, due to the snow cover.

Selectboard reviewed the Plaque for the flagpole at the cemetery and requested the words, "American Legion" be added to the bottom line of the plaque.

FYI

- Eversource, Hazardous Material inventory report for review. *Reviewed, Board requested this be passed on to the Fire Chief.*
- Info from Secretary of State in reference to Accessible Voting System. *Reviewed.*
- Letter sent to Property owner in reference to Payment Arrangements. *Reviewed.*

At 8:05pm Jessica Hatch motioned to go in to **NON-Public Session, 91-A:3 (a) The dismissal, promotion, or compensation of any public employee or the discipline 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.** Ruby Hill seconded the motion, the motion passed 3-0.

At 8:33pm Ruby motioned to go back to public session, James seconded the motion, motion passes 3-0. No decisions made.

At 9:19 Ruby motioned to adjourn, seconded by James, the motion passed 3-0.

The next meeting of the Board of Selectmen will be held on Wednesday, March 5, 2025, at 6pm.

Respectfully submitted, Maggi Winn, Administrative Assistant