

**Town of Danbury**  
**BOARD OF SELECTMEN MEETING MINUTES**  
**Tuesday June 18 , 2024, 6:00 PM**

**Members present:** Jessica Hatch, Chair, Ruby Hill , James Farmer  
**Also present,** Maggi Fellows, Administrative Assistant, Bree Huntoon

Chairperson Hatch opened the meeting at 6:00pm

Approval of meeting minutes 5/15/2024 & 6/5/2024

*Jessica Hatch Motioned to approve the minutes from 5/15/2024. Ruby Hill seconded the motion. Motion passed 3-0.*

*Ruby Hill Motioned to approve the 6/5/2024 minutes. James Farmer seconded the motion. Motion passed 2-0 Jessica Hatch abstained as she was absent for the meeting.*

**Helicopter 208 Dean Road.** *Chief Kelby advised the Attorney general is looking into the Crash info but will not interpret the Towns ordinance.*

*FAA investigation is not complete.*

*NTSB is no longer involved.*

*The owner of the property lands and takes off from the driveway not a Landing Pad or strip.*

*Ruby Hill advised if it's a pad that would be considered a structure, and would need a building permit, but the property owner has not built a pad.*

**Consent/Signature Agenda**

- Payroll and accounts payable
- May bank reconciliations
- Vacation Request x3, *Jessica made a motion to approve and sign all items in the consent/ signature folder, Ruby seconded, motion passed 3-0*

**Building Permit Applications**

- 12-2024B Somers-537 US Route 4 (409-077) Modular/Mobile Home 28x56x20, *Jessica requested we get license numbers on the permit for contractors.*
- 14-2024B Bailey/Bailey/Burton – US Route 4 (201-041) -Duplex / RV / *State driveway permit, Permit will need a copy of the State Approved septic design before permit can be issued.*
- 15-2024B Demarais-40 Hoyt Brook Rd (408-047)-extension of BP 24-2023B-22x24 addition, *Jessica motioned to approve and sign. Ruby seconded the motion. Motion passed 3-0.*
- 16-2024B Carte-76 Eastern District Rd (201-070) Storage Container, *Jessica motioned to approve and sign. Ruby seconded the motion. Motion passed 3-0.*
- 17-2024B Everly-16 Sheldon Rd (409-094) Flush Mount roof top solar array, *Jessica motioned to approve and sign. Ruby seconded the motion. Motion passed 3-0.*
- 18-2024B Rozek/Keyes- 176 Waukeena Lake Rd (409-019) Siding, windows, front door, portico, *Jessica motioned to approve and sign. Ruby seconded the motion. Motion passed 3-0.*
- 01-2024D Gagnon-(406-066) Brookside Ln/ Aspen Ln- Driveway, *Jessica motioned to approve and sign. Ruby seconded the motion. Motion passed 3-0.*

**Police Department Updates**

- Police Chief Kelby updated the board in reference to the hiring of a part-time officer, The background investigation is being completed, and the candidate could possibly being working within the next 4-5 weeks. Chief Kelby is expecting him to work approximately 1 shift per week.

- Chief Kelby reports we possibly could be having some changes with dispatch, Franklin is completing some updates, there possibly could be some increase in the cost of service when these upgrades are complete.
- Chief Kelby asked about possibly upgrading the internet network at Town Hall, this would give his office more access to beneficial programs. The Selectboard requested we check with the Emergency Management Director, Kyle Levesque in reference to new Email accounts and updating the Towns internet.

#### **New Business**

- Veteran Tax Credit application Huard (410-052-000), *Form will need Husbands signature, Jessica motioned to approve and sign, (with Husbands signature requested). Ruby seconded the motion. Motion passed 3-0*
- Hansen Bridge quote – Walker Brook Rd, *Jessica motioned to hire Hansen for the replacement of the Walker Brook Rd. bridge (\$159,700.00). 1/2 Due immediately \$20,656.31 from account HB2 BRIDGE 2023 (account balance now \$0) and \$59,193.69 from account SB 401 Bridge funds (account balance left \$14,692.02) for a total check \$79,850.00. The final payment will come from account SB 401 Bridge funds (account balance left \$14,692.02) and \$65,157.98 from the Bridge Capital Reserve Account. (account balance will be \$149,806.71) James Farmer seconded the motion. Motion passed 3-0*
- Dead River 2024-2025 Pricing quote, *Reviewed*

#### **Selectmen**

- Discussion in reference to the Land Use Zoning Ordinance violation letters sent out, The Board requested another letter be sent to
- 1) Barnes, requesting completion of a building permit for the structures that are completed on the property.
- 2) 136 Waukeena Lake Rd, requesting completion of a building permit for the camper that is being used as a ADU next to the garage.
- 3) Follow up, Second Request Letters to be sent to, Leno-North Road, Jenna-Wild Meadow Rd, Dickenson-20 Hemlock Brook Rd
- 4) 1235 Us Route 4 Shed being built, Board requested a letter and Building permit be sent.
- The Selectboard requested we get some assistance from the NH Municipal association, The office of State planning, and Lakes Region Planning Commission with interpretation of the Danbury Land Use Zoning Ordinance in reference to the Airport section,
- Discussion in reference to securing the Town Employees & Boards mailboxes, to ensure the public is not going through the mailboxes and taking documents that could be confidential.

#### **Administrative Assistant**

- PA-28 Inventory of Taxable Property Form for 2025, *Reviewed.*
- Appeal for abatement of yield tax Timber –Taylor -North Rd, *Reviewed, The Board Requested to meet with John Taylor to go over his timber tax warrant and discuss his appeal. Also requested Rick Evans from DRA come in to explain the process.*

#### **FYI**

- DES Complaint- James Phelps-Ragged Mountain Road-(411-083) Shoreland of the Bog Pond. *Reviewed.*
- May Property Sales list. *Reviewed.*

**Non-Public Session RSA 91-A:3, II(c) Matters which, if discussed in public, would likely affect adversely the reputation of any person other than a member of this board, unless such person**

requests an openmeeting. This exemption shall extend to include any application for assistance or tax abatement orwaiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant. *Jessica made a motion to go into Non-Public at 7:57pm for Legal. Seconded by Ruby. Motion passed 3-0*

*Motion made to leave non-public session at 8:16pm, decisions on which properties to deed and a payment arrangement agreement with one property owner.*

Micheal Maines in to update the board on Transfer station info, Sand Shed still being worked on, put in some rock and mulch with a split rail fence on the driveway coming into the dump.

**At 8:53 Jessica motioned to adjourn, seconded by James. Motion carried. Meeting adjourned.**

The next meeting of the Board of Selectmen will be held on Wednesday, July 3, 2024, at 6pm.

*Respectfully submitted, Maggi Fellows, Administrative Assistant*

