

TOWN OF DANBURY - Board of Selectmen

Meeting Minutes

Wednesday , April 18, 2018 6:00 pm

Members Present: James Phelps
Jessica Hatch
Lyn England
Administrative Assistant Karen Padgett

Guests Noreen Rollins

Jim Phelps opened the meeting at 6PM.

Checks/Applications/Signatures

- **Payroll and accounts payable** were signed.
- March bank reconciliations were signed.
- Jessica made a motion to approve the meeting minutes for 4/4/2018, seconded by Lyn. Motion passed 3-0.
- Timber tax billing - Cook 201-069 operation 17-111-14-T **\$1,396.47**, Jim motioned to sign, seconded by Jessica. Motion passed 3-0.
- Intent to Excavate for Kenneth Clarke, Map 418-120. Jim made a motion to approve the intent to excavate, seconded by Lyn. Motion passed 3-0 and the intent was signed.
- Jessica motioned to approve the gravel tax billing for Kenneth Clarke, 418-120, in the amount of \$455.92. Motion was seconded by Lyn. Motion passed 3-0.
- The Board signed a thank you card to be sent to Cheryl and Warren Drake for the donation of a new refrigerator for the Town Hall. They also signed a card for Anne Chandler for the donation of a new flag for Independence Park.
- A purchase order for winter sand submitted by Road Agent Cornell was not approved.

Old Business:

- No action was taken on the hiring of a permanent Highway Department worker. One application has been received.
- The Board clarified some of the specifications for the painting of the DCC and the re siding of the Fire Station.
- A representative of the NH Department of Transportation, Jason Tremblay, will be attending the May 2 meeting of the Board of Selectmen. At 6:30 he will be presenting preliminary plans and seeking input for the rehabilitation of the bridge on US Route 4 over the rail trail near Cross Road.
- The Board is planning an on demand training from the attorneys at New Hampshire Municipal Association regarding the Right to Know Law and other topics. A tentative date of Thursday, May 24 was picked. Karen will confirm with NHMA. Once confirmed, invitations will be sent to all town officials/committees.
- The Board determined the following assignments to committees
 - Jessica Hatch - ex officio member Budget Committee
 - James Phelps - ex officio member Planning Board
 - Lyn England - Safety Committee
 - Jessica Hatch - Welfare Officer

New Business:

- Jim made a motion to accept the resignation of Ruby Hill from the Broadband Committee with appreciation for the time served on the committee. Motion was seconded by Jessica and passed unanimously.
- The Board received a letter from Ann Chandler regarding an issue with her driveway that she feels has been created by the removal of a culvert from under her driveway. Road Agent Cornell has done some work already to alleviate the problem. Jim will go take a look and speak to Ms. Chandler and the Road Agent as well.

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- Jean Parady has been working with the New Hampshire State Register of Historic Places to have the George Gamble Library placed on the registry. Jessica made a motion to sign the paperwork to have the library listed on the registry, seconded by Lyn. Motion passed 3-0. Paperwork will be returned to the New Hampshire Division of Historical Resources.
- The Board reviewed a list provided by Tricia Taylor, Tax Collector, of properties that are eligible for deeding this year. She also provided an updated list of town officials and their term expiration.
- The Lakes Region Planning Commission reached out to the town to gauge interest in participating in a regional request for proposal for oil and propane. The Board indicated that they are interested in this.
- NH DOT Bridge Reports have been received and will be reviewed at a later date.
- Albert Antonides has been sworn in as auditor and is not sure how to proceed. The Board suggested he meet with Andy Phelps or contact the NH Department of Revenue for instructions on performing the audit.

Highway - Karen presented this information as Jeremy Cornell was unable to attend meeting.

- Jeremy Cornell has removed the road postings on some of the roads. He is interested in buying new signs for next year that are more durable. This would alleviate the time needed to replace and date the paper signs. He also expressed concern about Sebroy Road and whether it's a town road or not. This is unclear.
- The loader is back in service and the fix for the bucket cost less than anticipated.
- Approximately 15 loads of winter sand were delivered and about 6 loads are left.
- A question was posed about private way signs and whether the town is obligated to purchase these signs. It was determined that the town is obligated to provide the private way signs that were originally purchased by the town. The problem of road signs being stolen is ongoing. A sign for Stewart Road is not needed as there are no Danbury houses on that road.

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- Jim asked if notices were sent to exempt property owners. They have been sent the appropriate forms to complete. The question of the American Legion came up again. The building is deeded to the Lee Knapp American Legion. However, the required exempt paperwork has not been filed in many years. Who is responsible for that building? There is no electricity, no insurance, etc. Lyn stated that Dan Phelps is the commander and Doug Colby is second in command. Karen will send the required paperwork to both of them.
- Jessica asked about the church on High Street. They have filed the appropriate paperwork, however no services have been at the church for over a year so perhaps they are no longer eligible for tax exempt status. Jim stated that there is a question with the deed dating back to the 1800's that is being researched. It states that should the property not be used as a church, it reverts back to the heirs of the original grantors.
- The lease for the Danbury Community Center is expired. A ten year lease will be prepared charging \$1/per year. Once prepared it can be reviewed by the Selectboard and the DCC Board.

AA

- A Waiver of Group Health Benefits form was submitted by 2 employees who are eligible for the insurance buyout program because they have other health insurance. Proof of coverage is still needed. Also, the representative from Valic, who handles the town retirement program was in to meet with all eligible employees.
- The quarterly 941 tax return and the NHES Quarterly report were filed 4/11/18.
- Karen will be discussing NH Waste Oil Grant with the state representative to see what next steps are needed for reimbursement.

FYI/Review

- Invitation to bid ad in Shopper
- March property sales
- Primex Property and Liability bill \$23,131 as budgeted
- Primex Workers Compensation \$9,453 as budgeted
- Planning Board Public Hearing 4/24/18 - RMR subdivision approval
- NH DOT pre construction Conference for District 2 road resurfacing
- Legislative Bulletin

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At 7:27 pm Jim made a motion to go into non public session per

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 open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.

Motion was seconded by Jessica.

The Board came out of non public session at 7:40 by unanimous vote. No votes were taken, no decisions made.

Chief Suckling stopped in to the meeting to tell the Board about the special training that he and Officer Marvin attended in New Mexico regarding bomb threats. This training was paid for thru a grant from the US Government.

Another topic of discussion was the Chief's feeling that a full time officer is needed in Danbury. Lyn suggested that an ad be placed for another part time officer. The Chief stated that if you hire a part time officer and pay for his or her training at the part time academy, the newly trained recruit will leave the employ of the town soon afterwards for a higher paying job.

At 7:50 Jim made a motion to go into non public session 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, in which case the request shall be granted.

Motion was seconded by Lyn. Jim - yes, Jessica - yes, Lyn - yes. Motion passed unanimously.

At 8:59 the Board came out of non public session by unanimous vote. During the non public session, employees evaluations were reviewed and wage increases were established.

At 9:00pm Lyn made a motion to adjourn, seconded by Jessica. Meeting adjourned.

Respectfully submitted Karen Padgett, Administrative Assistant