

TOWN OF DANBURY - Board of Selectmen

Meeting Minutes

Wednesday, November 20, 2019 6:00 pm

Members Present: Jessica Hatch, Chair
Lyn England - arriving late
James Phelps

Administrative Assistant Karen Padgett
Appointments 6:00 Philip Brogan and others/ NHDOT bridge presentation

Public Hearing 7:00pm regarding posting Wiggin Rd no thru trucking

Jessica Hatch opened the meeting at 6:00pm.

Checks/Applications/Signatures

- **Payroll and accounts payable** were signed.
- October bank reconciliations were signed.
- Meeting minutes were reviewed. For the 11/6 minute, Jim made note of an error on building permit application 48-2019B. It should read " changing the building to two 1 bedroom apartments , one 2 bedroom apartment and finishing the 1 bedroom apartment over the garage". Jim motioned to approve the minutes from 11/6 with that amendment, seconded by Jessica. Motion passed 3-0. Jessica motion to accept the minutes of 11/13, seconded by Jim. Motion passed 2-0 with Lyn abstaining as she was not present for the meeting.
- Building permits
49--2019B Haley 23 Roy Ford Rd 415-06 for a 16' x 16' shed. Jim motioned to approve, seconded by Jessica. Motion passed 2-0
- **Intent to Cut**
411-074 Richard Donoghue - Poverty Pond Rd
410-073 and 410-074 Gary Donoghue - Poverty Pond Rd
412-075 Huntoon and Sprague - off Waukeena Lake Rd
411-063 Golden - Seaward Drive

Jim motioned to approve all of the intents to cut, seconded by Lyn. Motion passed unanimously.

- Jessica motioned to approve a timber tax warrant for Gamboa, operation 19-111-08-T for \$157.22. Motion was seconded by Jim and passed 3-0.
- The Board signed a letter to John Taylor asking that vehicles not be parked in the common area at the junction of Bohonon and Taylor Hill Rd.
- The Board signed a letter to Michael Myers, owner of 201-038, denying a building permit because the deck does not meet setback requirements.
- The Board signed a letter to John Papale to accompany the check for the excess proceeds of the sale of the tax deeded property at 118 Waukeena Lake Rd.
- Jim motioned to approve a purchase order for the Fire Department for \$930 to purchase 3 pair of fire boots. Motion seconded by Lyn and all were in favor.
- The Board signed the Bristol Ambulance contract. Once the Fire Chief has signed the contract will be returned to the Bristol Fire Department.

Old Business:

- Through the town attorney, Karen found out that the property at 34 Dean Rd cannot be auctioned until another "right to repurchase" notice is sent to the former owner and the mortgage holder. The Board decided no action would be taken on selling the property until next spring.
- A copy of the summons prepared by the town attorneys for the owner of 717 US Route 4 was reviewed. No action was needed.

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- Karen contacted JMAC Professional Painting regarding repair of the steeple on the Danbury Community Center. The owner goes to Florida, will be back in January and might be able to look at it then. He expects to be booked a year out soon, so he will pencil into his schedule for May or June of next year.

New Business:

- Request for abatement received from Stephen Lynch for shed on Eastern District. I responded and sent abatement application.
- US DOT drug and alcohol clearing house will go online January 1, 2020. All employers and owner-operators are required to register and all drivers with a CDL license must register. All employees must be queried on the clearing house once a year. All new applicants must be queried. Jim will take a look at the information and report back to the Board.

Highway

- Road Agent Cornell asked 2 contractors to give a price on replacing the exterior doors on the garage(not the overheads). Only one responded. Lavorgna can replace them for \$1500.00. Jessica made a motion to replace the doors at the highway garage, motioned seconded by Lyn and passed unanimously.
- The sand policy was discussed. The insurance company does not want members of the general public at the highway garage for sand because of the liability. The Board is thinking about putting the sand at the transfer station, limiting the amount of sand per person to a certain number of 5 gallon buckets. It has been abused in the past. A formal policy will be formulated and voted on at a future meeting. In the meantime a consensus was reached by all that the sand would be available at the transfer station.

Selectmen Items

Jessica attended the Health Officer resource meeting in New Hampton sponsored by the New Hampshire Public Health Association. The organization is working on grant to hire a person as a health resource officer. Each town would still have a health officer. After the grant expires they see it as a mutual aid type position, similar to Lakes Region Mutual Aid for fire departments. Some representatives of other larger towns envision using the person as their health officer. This would not be beneficial to the smaller towns, whose representatives balked at this. This project is still in the preliminary stages. Jim thanked Jessica for attending the meeting.

Kyle Levesque - Emergency Management Director

The hazard mitigation plan renewal is due this year. It won't be complete this year as it needs to be sent to FEMA for review. Jim asked that Kyle submit a contract so that the funds could be held over for next year. Per the grant the Town is obligated to a 25% "in kind" match of actual money spent. The contract will be done by the end of the year. The plan should be done by March.

Kyle asked about the stipend for the Emergency Management Director. In the past, the stipend of \$3000 was for the combination of two positions, Fire Chief and Emergency Management Director. He asked if now with the positions split out, the stipend would be divided between himself and Chief Martin. Jessica stated that he gets paid an hourly rate of \$18 per hour. He stated that he would use that hourly rate and put in his time as Emergency Management Director.

Earlier this year, Consolidated Communications lost the ability for Danbury customers to call 911. It was a bad ordeal. Consolidated never contacted the town. He sent a text to some of the firefighters to man the station. He asked if the Board wanted to set aside money in the budget to pay the firefighters in these types of situations. Jim said that this seems like a rare situation and he'd rather not put it in the budget, but if it were to happen, we would find the money. Jessica and Lyn feel that they are volunteers and they can choose to sit down there or not. If you decide to pay them for these types of situations, soon it will not be a volunteer fire department, it will be a paid fire department. The town can't afford that. Lyn compared it to the fire at the highway garage when the board members put in extra time to deal with it. They did not get paid extra for that. It was part of the stipend.

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He understands that it's a volunteer department. The situation as far as volunteers nationwide is bad. We are fortunate that we have a good group of dedicated and quality people on the Fire Department. He worries that eventually we will run into the roadblock that other towns have and people will stop showing up. What happens if no one answers that call.

NH 911 has a system called Code Red. This system can be used to reverse call people in the case of emergency. Kyle had paperwork to authorize him to be the point of contact. Other users can be authorized as well, he suggested the fire and police chiefs. Jim made a motion for Kyle Levesque to be the point of contact for the Town of Danbury for Code Red. Motion seconded by Jessica and passed 3-0. The paperwork was signed.

He asked the Board about the possibility of upgrading the locks at the Fire Station. Key entry locks are a possibility. It would alleviate everyone having a key and the cost of changing locks if a key is lost. He's also like to purchase some floor mats.

He spoke about Knox boxes. They hold keys that only the fire department can access. The cost is \$300 - \$400 each.

Broadband Committee

Karen sent the request for proposal to town attorney for review.

FYI/REVIEW

- Received letter from Ragged with new zip line location
- NHDES approval received for Honeycutt - Wiggin Rd
- Well sampling results from store- no issue
- Mid State Health annual meeting 11/19 5:30pm Plymouth
- Wage/benefit information compiled from Joe Chivell Town Administrator of Rumney for like sized towns

At 9:00 Jim motioned to adjourn, seconded by Jessica. Meeting adjourned.
The next meeting of the Board of Selectmen will be December 4 at 6pm