

# **Town of Danbury**

## **BOARD OF SELECTMEN MEETING MINUTES**

**January 3<sup>rd</sup>, 2024**

**Members present:** Jessica Hatch, Chair, Tracy Shepard, Ruby Hill

Also present, Maggi Fellows, Administrative Assistant

Jessica Hatch opened the meeting at 6:10pm

Jessica Hatch made a motion to accept the minutes of December 27<sup>th</sup>, 2023 (with amendments of Wiggins Rd, to Wiggin Rd seconded by Ruby Hill. Motion passed 3-0

### **Consent/Signature Agenda**

Payroll and accounts payable

Courtesy Notice 27 Davis Rd, building permit needed.

Courtesy Notice 358 Wiggin Rd, RV, permit needed.

Courtesy Notice 60 Wiggin Rd. Driveway water issue.

Brian D. Fogg LLC confirm continue to use.

Jessica made a motion to approve and sign all (5) items in the Consent/Signature Agenda Folder, Ruby Hill Seconded the motion, motion passed 3-0

### **Sign Permit**

Ragged Mt Road 416-63 RM Devco Inc Forest Knolls West 4"x6" one sided sign

Ruby Hill motioned to deny the permit as it doesn't conform to the Town of Danbury Land Use Ordinance 12.1.2.4 **Temporary real estate signs advertising the sale of the property on which the sign is located, not exceeding three feet by four feet in size.**

### **Old Business**

Quote from Epic Renovations for installation of windows at the Highway Garage to help with mold issues. Taken under advisement for review.

Quote for engineering of Ragged Mountain Rd Drainage, from DuBois & King. Taken under advisement for review.

### **Selectmen**

Employee reimbursements/accounting / Ruby Hill asked about how reimbursements were paid out. Ruby would like to check if paying reimbursements was okay to do included in an employees paycheck or should it be done separately Through Accounts payable?

At the last selectmen's meeting 12/27/2023, Karen Padgett / Trustee of the trust funds, requesting that some of the unused capital reserve accounts be closed out at the Banking facility, these would need to be voted on by the towns people, by warrant article.

Air Pack Capital Reserve, Balance \$12.43

Hydrant Capital Reserve, Balance \$3736.00

Forest Fire Equipment Capital Reserve, Balance \$132.77

Records preservation / digitalize, Balance \$267.65

Ruby made a motion to write a Warrant article to close the unused accounts,

Air Pack Capital Reserve, Balance \$12.43

Forest Fire Equipment Capital Reserve, Balance \$132.77

Records preservation / digitalize, Balance \$267.65

Motion seconded by Jessica; motion passed 3-0

## FYI

Resignation from Anna Offen from the Planning Board / reviewed.

At 6:47pm Jessica motioned to enter nonpublic session, seconded by Tracy Shepard per ***RSA 91-A:3, II(b) Personnel matter.*** Motion passed unanimously.

Ruby motioned to return to public session at 7:21pm, seconded by Jessica. motion carried and the Board returned to public session, with no decisions made.

At 7:42 Ruby motioned to adjourn, seconded by Jessica, motion carried, meeting adjourned.

The next meeting of the Board of Selectmen will be held on Wednesday, January 17<sup>th</sup> 2024, at 6pm.

*Respectfully submitted, Maggi Fellows, Administrative Assistant*