

Town of Danbury

BOARD OF SELECTMEN MEETING MINUTES

Wednesday March 20, 2024, 6:00 PM

Members present: Jessica Hatch, Chair, Ruby Hill, James Farmer
Also present, Maggi Fellows, Administrative Assistant,
Bree & Cam Huntoon, Reggie Glines, Lenny Ryan, Jeremy Martin, Twila Cook

Chairperson Hatch opened the meeting at 6:00pm

At 6:00pm Ruby Hill made a motion that Jessica Hatch remain as Chair, seconded by James Farmer, motion passed 3-0.

Approval of meeting minutes 3/6/24, Ruby motioned to approve and sign, seconded by Jessica, Motion passes 2-0, James abstained.

6pm Reggie Glines in to see the Selectboard reference turning over the old church building on High St, to the Town. Some discussion on the fact that the deed states if it is not being used as a church the land and building would be turned back over to Henry R Chase or his heirs. The church advises they have researched it and are unable to find any heirs of Chase. The documents were received, and the Board requested the Admin Assistant send the info off to Town Council to get a clear answer on how to move forward.

6:30pm Twila Cook town Treasurer in to speak to the board and clarify what the board would like for the town credit card. The Board advised they would like one account with separate cards for department heads, Highway, Fire, Police, Town Clerk, Selectmen's office, Welfare and Treasurer. Jessica Hatch made a motion to request a daily limit per card (per department) of \$1000.00 per day for the 7 departments, motion seconded by Ruby, motion passed 3-0. A sample credit card policy was given to the board for review to implement into our financial policy. Twila advised she had done paperwork online and was waiting for a response back from the bank.

Consent/Signature Agenda

- Payroll and accounts payable, *Reviewed.*
 - February bank reconciliations, *Reviewed.*
 - MS – 232, *Reviewed.*
 - Mitchell Municipal Group, fee agreement, *Reviewed.*
 - Nu-Car Direct Pay form for town truck repairs (accident 3-11-2024), *Reviewed.*
- Jessica made a motion to approve and sign all items in the Consent / signature folder, seconded by Ruby, motion passed 3-0.*

Building Permit Applications

- Intent to Cut Permit (411-083) Ragged Mtn Rd James Phelps, *Jessica motioned to approve and sign, seconded by Ruby, motion passed 3-0.*
- 03-2024B (201-002) 210 Old Turnpike Rd. BEMIS- Yurt and outhouse, *Jessica motioned to approve and sign, seconded by James, motion passed 2-0, Jessica & James yes, Ruby No..*
- 04-2024B (409-051-000) 532 US Route 4 Latulippe- 16x16 Deck, *Ruby motioned to approve and sign, seconded by James, motion passed 3-0.*

Old Business

New Business

- FYI DES dredge & fill wetlands permit application 410-051 Taylor, 367 Eastern District Rd, *Reviewed.*
- Letter from Deb Aylward for review with response from Town Counsel. *Reviewed.*
- Photo from Road Agent, ref rocks in the sand that damaged the truck grate and the sander chain, *Reviewed.*
- Planning board notice of decision, (411-82.2,82.3,82.6,82.7) Fowler & Ryan. *Reviewed.*

Selectmen

Administrative Assistant

- Town hall floor stripping and rewaxing, Newfound Cleaning quote \$1177.20, attempted other Companies for Quotes. Reviewed Quotes, *Ruby motioned to approve the floor stripping and rewaxing quote for the amount of \$1101.60 .Jessica seconded motion, motion passed 3-0*
- 91A request info, *Reviewed.*

FYI

- Fire alarm at the DCC is not working again / *Alarm is not sending the test message intermittently, Selectboard requested we get price quotes from other alarm companies for updating town buildings.*
- Copy of the Town of Bristol's credit card policy for review. *Reviewed.*
- Performance evaluations. *will be reviewed at the next Selectmen's meeting.*
- FYI letter and check from Stout/ Roberts, appreciating TS employees Jim Larkin and Michael Maines. *Ruby made a motion to accept the check from the James Roberts estate, as appreciation for the Transfer station workers help, Jessica seconded, motion passed 3-0. Check to be used for Transfer stations projects.*

Fire Chief Jeremy Martin was in to address the board on some safety concerns.

- 1) In the area of 197 Eastern district rd. the Culvert under the road collapsed and there is a large dip in the road, Martin asked when that is scheduled to be repaired. *The board advised they would pass the info on to the Road Agent.*
- 2) Martin also asked about guard rail repair, on Eastern District Rd., and the corner of High St. and Old Turnpike Rd. *The board advised they would pass the info on to the Road Agent.*
- 3) Dry hydrants, past project that has never been completed, Martin advised the materials were purchased and at Phelps garage, but project has never been completed.

Jack Wells

Rt 104 / Bob Weeks (swimming hole) poss. easement issue

Bliss hill / poss. could be located at Heberling's

Martin advises Smith River & Bog were completed. The permit expires in 2027.

The Board requested the Administrative Assistant draft a letter to James Phelps, asking the location of the materials for the project, a time from to install, if Phelps is unable to complete the project, we would like to pick up the materials and find another contractor to install.

Martin commented that he had personally put a lot of time into the Safety Services Committee and he requested the Boards support for the new idea of the Safety services committee continuing to develop a plan for a new combined services building, Martin requested that the board confirm their support of a combined building, *the Board unanimously advised they would support the new Safety Services Building if it was a combined building project.*

FYI the board requested the Administrative Assistant Email our representatives and request they vote NO on HB 1479, This would limit organizations such as the DCC or the TTCC to advocate for children and family in need,

NH HB 1479, seeks to prohibit the use of federal, state, or local public funds for lobbying activities,

Note: The board advised Jessica Hatch will stay with the Budget Committee, Ruby Hill will stay with the Planning Board, and James Farmer will take over Joint Loss Safety Committee

At 8:25 Ruby motioned to adjourn, seconded by Jessica. Motion passed 3-0. Meeting adjourned.

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

Respectfully submitted, Maggi Fellows, Administrative Assistant