

Town of Danbury

BOARD OF SELECTMEN MEETING MINUTES

Wednesday, October 1, 2025

Members present: Jessica Hatch, James Farmer and Frances Bliss, along with Administrative Assistant Holly Surgens

In attendance: Maggi Winn, Lenny Ryan, Tracy Feinauer, Kristina Paul, Luke (last name not legible), Diane Blasotto

Jessica Hatch opened the meeting at 6:08pm

Approval of minutes from 9/24/2025

- *Jessica Hatch made a motion to approve the minutes as presented, seconded by James Farmer, all in favor*

Appointments

- Diane Blasotto @ 6:30 to discuss “no taxes”.
 - *Diane asked what the town does with any extra tax revenue. The selectmen explained that any “extra” monies are held in the Town’s general fund which can be used to lower the following years tax rate. The DRA will recommend a specific percentage that must be retained in the town fund for emergency purposes. Diane asked if this could be used to raise money for town residents and it was explained that it needs to be used to lower the rate.*
- Pam Brown @ 6:45 to discuss lifting tank from ground and rust in her water.
 - *Pam Brown did not attend*
- Tracey Feinauer and Lenny Ryan – Elected Auditors @ 7:00 to discuss audit findings.
 - *Tracy and Lenny discussed their findings and made suggestions regarding filing and other processes in the Town Offices. They recommended a professional audit be done in the future. It was also suggested that the town implement off-site backup of all town office data. A professional audit must be voted on by the town residents.*

Consent/Signature Agenda

- Payroll/Accounts payable
- Revised Trustees of the Trust Fund voucher for Capital Reserve Funds for Ragged Mountain Road Improvement Project Voucher in the amount of \$210,006.39 – Vote needed to amend previous vote held on September 17, 2025
 - *Jessica Hatch made a motion to sign all above items, seconded by James Farmer, all in favor*
- License to Sell Pistols and Revolvers – Gungewam Outfitters, LLC
 - *Jessica Farmer made a motion to sign the license, seconded by Frances Bliss. Jessica Hatch abstains*

Building/Driveway Permit Applications

- *51-2025B | Setterlund | 408-065 | 66 Danbury Woods Rd | Construction of 38’ x 56’ home w/ 26’ x 26’ attached garage.*
- *Frances Bliss made a motion to approve the permit, seconded by James Farmer, all in favor*
- 52-2025B | Bill | 409-108 | 282 North Road | Construction of new 16’9 x 22’5 shed where old shed currently sits.
 - *Jessica Hatch made a motion to approve the permit, seconded by James Farmer, all in favor*
- 53-2025B | Beiler | 411-083-002 | 58 Phelps Lane | Construction of 48’ x 48’ single family home.
 - *Jessica Hatch made a motion to approve the permit as long as information regarding electrician and plumber are provided, seconded by James Farmer, all in favor*
- 54-2025B | Jackson | 409-062 | 400 US Route 4 | Construction of a 12’ x 24’ three sided horse shelter on stone base.
 - *Jessica Hatch made a motion to approve the permit, seconded by James Farmer, all in favor*

- 55-2025B | Paul | 201-081 | 22 Spa Rd | Add 35' x 12' mobile home with construction of a 34' x 30' addition off back of home. As well as the construction of a 20' x 30' Ribbed frame, fabric covered garage at the back front of the property.
 - *Frances Bliss made a motion to approve the permit, seconded by Jessica Hatch, all in favor*

Old Business - None

New Business

Selectmen

- Review of proposal from Chris Kelby regarding Chief of Police position
 - *Discussion regarding Chris Kelby's proposed conditions for employment.*
- Review of email from NH Dept. of Revenue Administration regarding Education Tax Warrant for Tax Year 2026
 - *The town needs to raise the amount of \$282,357 for the State Education Tax on the tax bill. \$1.03 per \$1000. This is part of the upcoming tax rate.*

FYI

- NHDES Municipal EcoLink email
- Email from NHVotes regarding voting systems
 - *All FYI items reviewed*

Additional discussion/Motions made

- *Elder – discussion regarding stone wall on property being a boundary line.*
- *James Farmer spoke about the Ragged Mountain Road project and stated that he had been up there to check progress. Issue with broken basin. Brown Engineering will be providing final inspection.*
- *James Farmer mentioned that he had a discussion with James Larkin regarding transfer fees and that all residents must be charged accordingly.*
- *James Farmer had a conversation with Mike Brailey regarding stone walls on his property. Mike stated he would stop covering the wall.*
- *Jessica Hatch signed the Emergency Operation Plan for Danbury Elementary as the Town of Danbury Health Officer.*
- *James Farmer made a motion to offer all property abutters the 6 acre lot on School Pond Rd at a cost of \$10,000.00 in a sealed bid, seconded by Jessica Hatch, all in favor. This property is currently owned by the Town of Danbury.*
- *Jessica Hatch brought up the NH Municipal Assoc. new laws.*
 - *During a deliberative session any persons with a petition warrant must be given at least 10 minutes to discuss the warrant.*
 - *State will now allow all municipalities to have Keno at business locations.*
- *Jessica discussed a new regulation regarding changing terms for Supervisor of the Checklist from 6 years to 3 years. This will be a warrant article on the 2026 ballot to see if the town votes to change the term limits.*
- *Discussion regarding finding septic tanks at the town buildings to have them pumped.*
- *Jessica spoke with Frances regarding the planning board needing to address impact fees for subdivisions as well new laws for AUDs.*

Motion to adjourn the meeting at 7:31pm made by Jessica Hatch, seconded by James Farmer, all in favor.

Meeting minutes prepared by Holly Surgens and approved by the Selectmen on 10/29/2025