**Town of Danbury**

**BOARD OF SELECTMEN MEETING MINUTES**

**Wednesday January 8, 2025, 6:00 PM**

**Members present:** Jessica Hatch, Chair. Ruby Hill, James Farmer.

Also, present Maggi Winn Administrative Assistant, Road Agent Jeremy Cornell, Jim Larkin Transfer Station. Chief Kelby, Mark & Ruth Ann Zacarria

Jessica Hatch opened the meeting at 6:03pm

Approval of meeting minutes

Appointments ; Mike Maines & James Larkin Ref Transfer station contract

**Consent/Signature Agenda**

* Payroll / Accounts payable
* Second notice letter to 81 NH route 104, storage container without building permit.
* Letter to Huntoon, Peckham Lane, ref junkyard/ junk vehicle statis.
* Letter to Schurger in response to an earlier letter.
* Tax abatement (406-195-003) Stephen M. Polizzi $132,761.20.

*Jessica Hatch motioned to approve and sign all the items in the consent/signature folder, James Farmer seconded the motion. Motion passed 3-0.*

**Building Permit Applications**

**Old Business**

*Ruby asked that we remind Elders on Dunlap Road of the culvert repair, Jessica advised there is nothing that can be done during the winter months, it will be addressed again in the spring.*

*Ruby questioned the Employee recognition awards, I advised I didn’t remember getting any info on this, Ruby advised she emailed the info.*

**New Business**

**Selectmen**

* Health Officer Term Expiring 1/14/2025, *Ruby Hill nominated Jessica Hatch, James Farmer seconded Motion passed. Jessica requested I send an email back to the state with this nomination*.
* Primex fitness room and showers release of liability, *Reviewed*
* Primex top ten Cybersecurity recommendations, *Reviewed*
* Review Waste Management Contract, *Ruby Hill Motioned to stay with Waste Management for the 5-year contract, James Farmer seconded the motion. Motion passed 3-0*.
* Zaccaria Bridge update. *Jessica advised the bridge project has been started and the Deck is being built off site. Jessica advised she would contact Cam Huntoon and call Zaccarias with further update.*
* Ragged Mt Road Construction project update. Ragged Mountain / *Phil Hastings will be coming to the meeting on 1/29, Mario from Brown Engineering will also be in.*
* Warrant article for full-time police chief, Ruby advised if the position is presented in a warrant article for the people to vote on the full time position it secures the position for the future. Chief Kelby advised in 2024 he worked 1912 hours equaling approx. 36.78 hours per week. Chief Kelby advised the police department is very busy. *The Board requested we ask NHMA for a sample warrant article if it does need to be put in a warrant article and ask for a sample warrant article.*

*Jessica asked Ruby what she would like to see written in the warrant article, Ruby advised she would like to see only the additional costs for the full-time chief position be in the Warrant article, pay increase, retirement, health insurance. Ruby stated she feels there is a lot of support for the full-time position, and we have a definite need for it.*

* Warrant article for an appointed road agent. A petitioned warrant article was presented by Jeremy Cornell, Jessica Hatch advised she was going to bring up the question to the board about doing a warrant article for the same. Due to a wording issue on the petitioned article, Cornell rescinded his petition. *Jessica Hatch motioned to have a Warrant Article that says to change the elected Road Agent position to an appointed position this change will take place March of 2026. Ruby Hill seconded the motion, and the motion passed 3-0.*

*The board advised if the position changes from being elected to appointed the position would be advertised for other applicants, Jessica advised having the position appointed would give the town more candidates to choose from.*

* Tax Rate / Evaluation, Jessica asked who is accountable for this mistake, Jessica asked to have Commerford Neiders and Perkins come in to discuss this mistake, there was a past mistake on a tennis court evaluation. Jessica asked that we check with legal to see if they could also meet.
* Default budget review. The default budget needs to be done for the next selectmen's meeting, it needs to be presented at the bond/budget hearing.
* The board discussed the open position for the ballot.

**Administrative Assistant**

* Update from Colin Brown ref the New Canada Road issue, Colin advised the property was not deeded to the Town of Danbury, what was deeded was a public road right-a-way not a warranty deed.
* Update from Brian Foggs office ref Eversource Poles and license fees. The company is required to report all assets. The poles will be reflected in the recording for 2025. Brian will look at the report when it comes in.
* Letters to Miller, Waukeena Lake rd. & Leclair Route 4, with Building permits sent.

**FYI**

* DES notice of acceptance and approval for construction (ISDS) (418-017 ) 29 Jack Wells Rd. *Reviewed.*
* DES notice of approval for construction (ISDS) (78 North Road Danbury). *Reviewed.*
* Letter sent to Miller, Waukeena Lake rd. ref Structure with no Building permit.
* Letter sent to Haynes, 76 US Route 4. Ref Camper being used as residence.
* Info from Road Agent for Truck Pricing. Quote for a midsize truck fully equipped, the Road Agent advised it would be approximately 2 years to build the truck.

At 9:18pm Ruby Hill motioned to adjourn, motion seconded by James Farmer, motion passed 3-0

The next meeting of the Board of Selectmen will be held on Wednesday, January 15, 2025, at 6pm.

*Respectfully submitted, Maggi Winn, Administrative Assistant*