

**Town of Danbury**  
**BOARD OF SELECTMEN MEETING MINUTES**  
Wednesday April 17, 2024, 6:00 PM

**Members present:** Jessica Hatch, Chair, Ruby Hill, James Farmer  
**Also present,** Maggi Fellows, Administrative Assistant, Twila Cook, Treasurer, John Little,  
Lenny Ryan

Chairperson Hatch opened the meeting at 6:01pm

Approval of meeting minutes 3/20/24 & 4/3/24 Ruby motioned to approve and sign Both, seconded by James Farmer, Motion passes 3-0.

**Consent/Signature Agenda**

- Payroll and accounts payable, *reviewed.*
  - Gravel Tax Bill, (418-020-000) Clark (\$378.00) *reviewed.*
  - Gravel Tax Bill, (403-003-000) Huntoon (\$0) No Excavation for 2023, *reviewed.*
  - Veterans' exemption application (406-206-000) 33 Deer Run Park Dempsey, *reviewed.*
  - Timber Tax Bill, (406-187) Bailey (\$171.31) Wild Meadow Rd, *reviewed.*
  - Timber Tax Bill, (415-032) Williams (\$3107.28) New Canada Rd, *reviewed.*
  - Timber Tax Bill, (409-103 & 107, 406-233) Taylor (\$10390.93)North Rd, *reviewed.*
- Jessica Hatch made a motion to approve and sign all items in the consent/ signature folder, Ruby Hill seconded, motion passed 3-0.

**Building Permit Applications**

- 06-2024B Farmer 68 Brad Chase Rd (406-202-000) Prefab Shed 12x24x12. *Ruby Hill made a motion to approve and sign, seconded by Jessica Hatch, motion passed 2-0, James Farmer recused.*
- 07-2024B Little & Hilliker (409-083-000) 49 Sheldon Rd, Garage, carport & Deck. *Ruby Hill made a motion to approve and sign, seconded by James Farmer, motion passed 3-0.*
- 08-2024B Gardner (411-088-000) 174 Ragged Mountain Rd. Garage. *Jessica Hatch made a motion to approve and sign, seconded by James Farmer, motion passed 3-0.*

**Old Business**

Jessica Hatch asked if the Town had received any information on the Eversource new pole replacement project. Administrative Assistant Maggi Fellows advised many attempts have been made to call and e-mail with no calls back and no information.

**New Business**

- Danbury Police Department /FY2024 Body worn and Dashboard Camera Grant, Awarded \$9494.00. *Ruby Hill motioned to accept the NH Department of Safety body camera grant, James Farmer seconded, motion passed 3-0. Ruby Hill motioned to use the ARPA funds (\$9494.00)to pay Danbury's 50% share of the cost of the body cameras, James Farmer seconded the motion, motion passed 3-0.*
- Real Estate Exemption Claim, Ragged Mountain Bible Church (201-003 & 415-012). *Reviewed, but mentioned this is the same building the church wants to give to the Town but does not have a clear title.*

**Selectmen**

- **Ruby / sand bid/payment for sand bid/rocks in sand, copies of Road Agent's letter are in the FYI Folder. *The Bid Letters were sent out and the notice was put in 2 new papers.***

#### **Administrative Assistant**

- **In FYI Folder-check to Lakes Region Visiting Nurses (was NANA) NO line item not budgeted? *The Board requested the Administrative Assistant to send a letter to Lakes Region Visiting Nurses, to explain that the letters for the appropriations need to be in by the end of the year so this can be budgeted. This year the request was not received, so not budgeted.***
- **In FYI Folder-voided check to GMI Asphalt, bills were from Boscawen Sand and Gravel, Statement was from GMI I didn't realize it was the same company, both are in the Quick Books Program. *Reviewed.***

#### **FYI**

- Approval for Septic Construction 177 Littlefield Rd (416-010-000) Pellegrino . *Reviewed.*
- Approval for Septic Construction 41 Gould Hill Rd (411-100-001) Bliss. *Reviewed*
- March Property sales list for Review. *Reviewed*
- Assessing info sent to Brian Fogg, Eversource & AT&T for review. *Reviewed, The Board mentioned we are still waiting for information on the ongoing Eversource project.*
- 2021 assessment review report for review. *Reviewed*
- Information from Deputy Town Clerk ref system updates for computer access. *Reviewed*
- Info on 2016 Town Hall roof & Chimney repair. *Reviewed*

Police Chief Kelby updated the Board with copies of the new policies that have been completed for the Danbury Police Department. Chief Kelby also updated the Board on the increasing number of calls and level of work. Chief Kelby advised the possible candidate will need a full background check done but need to get information from Police Standards and Training on reinstatement of Police status.

Chief Kelby advised New Hampshire does not accept "out of state part-time officer training", Hampton NH is trying to put together a Part-time class, but no others are available.

Discussion on Chief Kelby taking a Cruiser home for his commute, Chief Kelby advised the cars are showing signs of damage from just being parked and the cars would benefit from being used. The Chief also advised he is responding from home to calls when he is off duty, (if he is being asked respond to a call from his home while off duty, he could also request mileage for his personal vehicle) if he had a cruiser at home, there would be no delay in him responding once getting to the town of Danbury, and it would be easier to get here quickly in a cruiser compared to driving his own vehicle. The Board advised he can take the cruisers to his residence.

Road Agent Jeremy Cornell advised the Board of the Guard rail repair quotes for High St. & Eastern district road. ( Eastern District- \$9825, High St- \$3675). Ruby Hill Motioned to Authorize the repairs ( \$13,500.00) to be paid for from the House Bill 2- special one-time highway payment received in November 2023, James Farmer Seconded, motion passed 3-0.

Road Agent Jeremy Cornell reported there is a roof issue at the highway garage, water has been found to be leaking into the building and is being sprayed around in a circular pattern by the ceiling fans. Jon cline was able to make a temporary repair, but Cline advised screws on the roof panels were damaged, melted, missing ( possibly from the building fire 2018) the strapping below the metal roof is rotted the insulation is wet and there is debris and water being blown into the space from the end ventilation holes.

Road Agent Cornell also advised they are still having issues with mold in the building. The Board requested the Administrative Assistant to check to see if this is possibly an insurance claim, as it does not appear to be normal wear and tear damages. The Board also advised to have Serve-Pro look at the mold issue for possible clean up, if not covered by insurance.

Ruby Hill motioned to authorize the spending of (\$3728) to Offen Electric to install the exhaust ventilation fan in the garage space. Seconded by Jessica Hatch, motion passed 3-0.

Road Agent Cornell also advised the Fuel company has advised him we need to put cement blocks in front of the propane tanks at the Fire Station and the Town Office building.

Jessica Hatch mentioned that with the passing of Ed Roche we would need to determine who the next "Town of Danbury's Oldest citizen, Boston Post Cane" person is. Ruby and Jessica both advised they thought it would now be Robert Ford who was 90 around Thanksgiving last year. They will verify that information.

The Selectmen requested the Administrative Assistant update the Credit card policy using New Hamptons Format.

At 8:40pm Jessica motioned to enter nonpublic session, seconded by Ruby Hill per ***RSA 91-A:3, II(b) Legal***. Motion passed 3-0.

At 8:57pm Ruby Hill Motioned to return to public session, no decisions made. Jessica Hatch seconded; motion passed 3-0.

At 8:58pm Jessica motioned to enter nonpublic session, seconded by James Farmer per ***RSA 91-A. Personnel***. Motion passed 3-0.

At 9:42 Ruby Hill Motioned to go back to public session, seconded by James Farmer, motion passed 3-0.

At 9:43 pm Ruby Hill motioned to adjourn the meeting, seconded by Jessica Hatch, motion passed 3-0.

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The next meeting of the Board of Selectmen will be held on Wednesday, May 1, 2024, at 6pm.

*Respectfully submitted, Maggi Fellows, Administrative Assistant*

