

Town of Danbury
BOARD OF SELECTMEN MEETING MINUTES
Wednesday October 19, 2022, 6:00 PM

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

Also present Karen Padgett, Administrative Assistant

6:15 Public Hearing pursuant to RSA 31:95-b to accept unanticipated revenue from the Locality Equipment Purchase Program in the amount of \$42,777 to be used to purchase x3 pro SCBA packs

6:30 Jessica Cook, Eagle Pond Studio Architects

Also present for a portion of the meeting: Laura Upton Baker, Chief Martin, Jacob Moran and Stephen Kulacz of Danbury Fire Department, Road Agent Cornell

At 6:00pm Jessica Hatch opened the meeting.

Tracy motioned to approve the October 5 minutes, seconded by Jessica. Motion passed with two votes for and 1 abstention as Ruby was not present at the meeting.

Consent/Signature Agenda

- Payroll and accounts payable
- September bank reconciliations
- State Primary polling hour notices to be signed

Jessica motioned to approve the consent agenda, seconded by Ruby. Motion passed unanimously.

Ruby motioned to approve the renewal License to Sell Pistols and Revolvers for Gungewam Outfitters, seconded by Tracy. Motion passed 2-0 with Jessica Hatch abstaining from the vote.

Building Permit

36-2022B Allard 408-046/50 Hoyt Brook Rd 16 x 16 sugar shack/Jessica motioned to approve, seconded by Ruby. Motion carried 3-0.

37-2022B Godek 415-048/52 Challenge Hill Rd 12 x 20 rib and membrane storage shed/Ruby motioned to approve, seconded by Jessica. Motion passed 3-0. The application fee was waived as it is a rib and membrane shed.

Old Business

- The online auction for the 1975 International Fire pumper was a success. The Town received \$11,000 for the truck, \$200 for the tank and \$250 for the tires.
- Pemi River Fuels will place the new propane tank behind the Town Hall on Tuesday 10/25. The tank will be leased from Pemi River. The Highway Department will do the prep work for the placement.
- The issue with the 2014 used fire truck NH title has been resolved. Administrative Assistant Padgett contacted NH DMV and they will be sending a title for the vehicle.
- The NH Forest Fire Warden approved billing property owner on Drake Hill Road for the forest fire in July. An invoice was mailed for \$511.10.

New Business

- The Board reviewed quotes from Mango Security to update the security and fire alarm system in the Town Hall. They would like to get another quote from Capital Alarm to compare.
- The New Hampshire Municipal Association notified the Town of Danbury that any legal inquiries (a free legal service offered to members) six years or older will be destroyed unless the Town would like to pick them up. The Board decided they would like to retain the records.

- The 2023 insurance rates from Primex have an increase in property and liability of \$4002, a decrease in workers compensation of \$436, with the unemployment insurance unchanged.

Chief Martin presented a purchase order in the amount of \$550 for medications from New London Hospital. Jessica motioned to approve the purchase order, seconded by Ruby. Motion carried.

Jessica Cook

The Board invited architect Jessica Cook to the meeting in an effort to learn more about the process of designing and constructing a safety services building. This large-scale project would require a warrant article vote of the taxpayers at the annual town meeting.

The Town owns a 1+ acre lot on NH Route 104, which Chief Martin feels would be an ideal location for a fire station, if the lot can accommodate a building that would fit their needs. Jessica Cook proposed doing a feasibility study. As a starting point, Ms. Cook suggested that the Fire and Police Chiefs draw up a list of building needs and space requirements. Ruby noted that the timeline would be feasibility study first, then architectural design and finally a warrant article to present to the voters. Jessica Hatch suggested forming a committee made up of PD and FD personnel, taxpayers, and other interested parties.

A survey of the property was recommended by Ms. Cook. Since the properties on either side of the Town lot have been surveyed, it would be more economical to have the same person survey the property, as he would have already completed a portion of the work.

Should they move forward with this, it is the Board's intention to use the American Rescue Plan Act funds. Chairman Hatch thanked Jessica Cook taking the time to meet with the Board.

Road Agent Cornell reported that:

1. He heard from Ragged that they intend to grind their portion of Ragged Mountain Road(the very top portion). He thinks this is not a good idea.
2. Fuel costs are eating away at his budget
3. 2 trucks are in the repair shop
4. He had to change vendors on a previously approved purchase order for tires because the tires were no longer available. This resulted in an increase in price. Jessica motioned to approve the revised purchase order, seconded by Ruby. Motion passed 3-0.
5. There is a switch on the building for the highway garage generator that needs to be replaced. Jessica moved to change the switch for the generator at a cost of \$1,850, seconded by Tracy. Motion passed 3-0.
6. Also, he would like to have 2 windows installed and a fan. These are expenses from the government building budget line.
7. Board Chair asked him to give some thought on how to use the extra highway funds, whether on a bridge or Ragged Mountain Road or something else.
8. GMI has delayed the final paving projects once again but promise they will be completed before winter.

Selectmen

Ruby Hill reported that at the most recent Planning Board meeting, representatives of Ragged Mountain Resort, along with an engineer came to the Board for a preliminary meeting on a plan to sell 14 one half acre lots on New Canada Road. Per the RMR representative, in accordance with the development agreement that was approved by the Planning Board many years ago, the 2-acre minimum lot size is not required. The Planning Board initial response to this proposal was not favorable. No action was taken on it as it was a preliminary discussion. Ruby also mentioned that she had called the General Manager of RMR, who was present at the meeting, about the debris accumulating on the bog dam and received no response, so she asked him about it at the meeting. To date, nothing has been done.

She also asked if any response had been received from RMR regarding engineering thoughts on the road reconstruction. Nothing has been received.

Jessica asked if there had been any movement on the master plan, and Ruby responded that there was not.

Ruby has some ideas regarding Halloween. She suggested closing North Road from the fire station to Pine Drive and creating a "Halloween Alley". This would require some planning and coordination with the Police Department and could be viable for next year. There have been posts on the Friends of Danbury Facebook page from newer residents asking what to do with their kids for Halloween. Ruby will follow up on this idea. Tracy has concerns about Town liability.

Jessica Hatch stated that the election was coming up on November 8th. All of the Selectboard members will be present. Some of the issues that need to be addressed are:

1. If the moderator, Anna Offen, will be able to work the election, or if Sylvia Hill should be contacted
2. Appointment of election inspectors on the Republican side
3. Asking the moderator to limit parking in the handicap parking spot to 15 minutes

The auction of 3 town owned properties will be on October 29 at 10 am. For the property at 88 High Street, Jessica suggested requiring the cleanup of the property and setting a deadline for the completion of the cleanup. June 1, 2023, was set as the deadline. The Board Chair will make an announcement at the start of the auction to make bidders aware of this requirement. Also, it will be mentioned that the current location of the foundation does not meet the 30-foot setback from the road right of way.

Finally, as Budget Committee meetings begin, Jessica asked the other Board members if they are agreeable to having joint meetings with the Budget Committee and department heads. Meetings will be on Thursday evenings at 6:30 in November.

AA

- Administrative Assistant informed the Board that there is a check from December 2021 that remains uncashed, and the recipient has stated that it will not be cashed. The Board recommended checking with the Treasurer on how to proceed.
- Tim Wallace approached Karen about the perambulation of the Wilmot/Danbury town line. He has walked the border lines with other neighboring towns. Per NH law, the towns are required to walk and mark the town line every 7 years. A selectman can appoint a representative to do the perambulation for them. Karen volunteered. Jessica motioned to appoint Karen Padgett perambulate the Wilmot/Danbury line, seconded by Tracy. Motion passed 3-0.

FYI

- Quarterly NH Employment security filed
- Merrimack County Annual Report

At 8:13 Jessica motioned to adjourn, seconded by Ruby. Motion carried. Meeting adjourned.

The next meeting of the Board of Selectmen will be held on Wednesday, November 3, 2022, at 6pm.

Respectfully submitted, Karen Padgett, Administrative Assistant

PUBLIC HEARING TO ACCEPT UNANTICIPATED REVENUE

At 6:15 Chairman Hatch opened the public hearing pursuant to RSA 31:95-b to accept unanticipated revenue.

She explained that the Fire Department had applied and been awarded the grant from the State of New Hampshire Locality Equipment Purchase Program in the amount of \$42,777 to be used to purchase x3 pro SCBA packs.

There were no comments or questions from the other Board members. The Chairman asked if anyone in the audience had any questions or comments.

Karen Padgett asked what SCBA stands for. Chief Martin answered that they are self-contained breathing apparatus that are used in a fire.

Laura Upton Baker asked how many SCBA packs the department currently has and the response from the Chief was 12. The packs were purchased in 2007 with a FEMA grant. They are still usable however, technically by NFPA regulations they are not current. Some of those packs will be taken out of service. There is a capit

Jessica motioned to accept the unanticipated revenue from the Locality Purchase Program in the amount of \$42,777 to be used to purchase 7 SCBA packs. Motion was seconded by Ruby and passed unanimously.

At 6:53 Chairman Hatch closed the public hearing.