

Town of Danbury

BOARD OF SELECTMEN MEETING MINUTES

Wednesday December 21, 2022, 6:00 PM

Members present: Jessica Hatch, Chair, Tracy Shepard, Ruby Hill
Also, Karen Padgett, Administrative Assistant
Jeremy Cornell, Road Agent

At 6:08pm Jessica Hatch opened the meeting.

Ruby motioned to approve the December 7, 2022 minutes, seconded by Tracy. All in favor

Consent/Signature Agenda

- Payroll and accounts payable
- November bank reconciliations
- Intent to Cut 409-045 82 Waukeena Lake Rd Bushaw & Antoine
- Intent to Cut 410-070 Mudgett Rd – off NH 104 Pescinski
- FD purchase orders – Zoll for AED \$2000/All Comm 2 pagers \$1000
- Highway Department purchase orders – Jordans \$2102.27 cutting edge

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

Building Permit Application

- **41-2022B LAVALLEE/95 High St/12 x 28 shed and other renovations/Jessica motioned to approve, seconded by Tracy. Motion passed 3-0.**
- **42-2022B SULLIVAN&PECKHAM 554 Walker Brook Rd/Sawmill and drying shed/Jessica motioned to approve, seconded by Ruby. Motion passed unanimously.**
- **43-2022B DEROBERTIS 96 Waukeena Lake Rd/14 x 20 ft addition adding bedroom and bath/Jessica motioned to approve, seconded by Ruby. Motion passed unanimously.**

Old Business

- Karen updated the Board on information received from NH Primex regarding cyber security steps that can be taken by the Town that have no associated costs.
- Regarding the SB 401 funds: the December bridge payment must be used for bridges and cannot be put into our bridge capital reserve fund, nor can it be used to purchase equipment.
- The Board discussed a request from Deborah Aylward for a decision pertaining to posting agendas in advance. It is agreed that things come up at the last minute such as intent to cut permits, building permits, citizen's concerns among other things. Ruby suggested posting an agenda in general terms, such as "old business, new business, building permits, consent agendas, etc.
- The Article 5 Committee summary document was received from the Newfound Area School District. As stated previously, no decision or recommendation was reached by the committee.

New Business

- The Board was presented with a contract to sign with the State for the emergency operations plan grant.
Ruby motioned to accept the terms of the Emergency Management Performance Grant as presented in the amount of \$9,000 for the completion of the community Local Emergency Operations Plan(LEOP). Furthermore, the Board acknowledges that the total cost of this project will be \$9,000, in which the town will be responsible for a 50% match(\$4,500). Motion was seconded by Jessica and passed unanimously. All Board members signed and initialed the grant agreement.
- Jessica voted to enter into a contract with Kyle Levesque to update the Local Emergency Operations Plan. Motion was seconded by Ruby and passed 3-0. The contract was signed by the Chair.
- Jessica voted to encumber funds of \$4,500 from the Emergency Management 2022 budget for the update of the Local Emergency Operations Plan.

- There is a discrepancy in the December school payment invoice sent by the SAU. An email from the town administrator in New Hampton suggested checking the payment schedule sent by SAU with tax rate setting apportionment. Our town's is off by \$280. Karen contacted Robin Reinhold the SAU Business Administrator. We are only authorized to pay what is set in the tax rate which has been apportioned by the state. She said she would get back to us on Monday, but nothing has been received yet.
- A worker's compensation and auto damage claim were filed with NH Primex for an accident during the storm on 12/16/22. Damage was sustained to the 2015 highway truck.

Road Agent Cornell

Cornell received a second loader quote from Equipment East for a Doosan. The warrant article for a loader was discussed. The John Deere quote is \$202,900 with the current loader as a trade in. It was decided that the plow for the loader could be purchased out of this year's budget. The cost is just over \$20,000. With the funds from SB401 and the money from the highway equipment capital reserve fund, the remaining ~ \$75,000 could be raised by taxation or paid with a two-year note.

Selectmen

Ruby has heard that the school district is considering moving 5th graders to Bristol. She stated that Danbury is the only town in the school district that is growing. This is not in the best interest of the Danbury students and the Board would like more information. Danbury's School Board representative, Melissa Suckling and School Budget Committee representative, Molly White will be contacted for more information.

FYI

- State driveway permit for Landers 870 US Route 4
- State temp driveway application for logging
- Assistance to Firefighters Grant denied
- Reducing risk of roof collapse bulletin from NH Primex
- Ad for shopper – important dates
- Ad for shopper – budget hearing

At 8:04pm Jessica motioned to adjourn, seconded by Ruby. Motion carried. Meeting adjourned.

The next meeting of the Board of Selectmen will be held on Wednesday, December 28, 2022, at 6pm.

Respectfully submitted, Karen Padgett, Administrative Assistant