

TOWN OF DANBURY

Board of Selectmen - Meeting Minutes

August 12, 2026

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

Additional attendees: Alan Huntoon

Jessica Hatch opened the meeting at 6:13pm

Appointments

- Alan Huntoon @ 6pm
 - *The Selectmen and Alan discussed the excavator rental and damage report from United Forestry Construction.*

Additional discussion:

- *Town bridge repairs and future projects*
- *Morton Salt Quote review*
- *Walter covering transfer station in Mike's absence.*

Approval of minutes from 7/29/2026 & 7/30/2026

- *James Farmer made a motion to approve the minutes from 7/29/2026 & 7/30/2026, seconded by Jessica Hatch, all in favor.*

Consent/Signature Agenda

- Payroll/Accounts payable
- Building permit letter for Donnelly – 201-025
- Building permit letter for Long – 405-002
- Building permit letter for Bodge – 409-072
- Voluntary Change letter for Lambrecht – 411-071
- Purchase Order for Fire Dept – Lakes Region Fire Apparatus - \$1422.31
- Trustees of the Trust Fund Payment Voucher - Highway truck \$69,698
 - *Jessica Hatch made a motion to approve all consent/signature items, seconded by Frances Bliss, all in favor.*

Building/Driveway Permit Applications

- 25-2026B | Lang | 708 (714 old#) Waukeena Lake Rd | 408-077 | Construction of 15' x 28' Tiny home.
 - *Jessica Hatch made a motion to approve the building permit for Lang for the construction of a 15' x 28' tiny home, seconded by James Farmer, all in favor.*
- 26-2026B | Shairy | 167 School Pond Rd | 201-039 | 8' x 10' Shed
 - *Building permit for Shairy on hold until further information can be obtained regarding state right-of-way setbacks.*

Old Business

- RFP for auditors and list of auditors used by neighboring towns
 - *Discussion about companies to reach out to for proposals for an audit of 2026.*
- Email from Audrey Pellegrino regarding latest School Board meeting and information about Danbury Elementary School closing.
 - *Email forwarded to town counsel for further review.*
- NHDOT looking for update on Zaccaria Bridge and link provided for engineering firms who may be able to assist with As-built and Form 4 required by the State.
 - *Due to cost of other bridge repairs in town the board is discussing alternatives. No update available.*
- Review of estimates for deck repair to DCC.
 - *Proposals reviewed. Jessica will reach out for additional information.*

New Business – None

Selectmen

- Morton Salt Quote.
- Letters for Ford Mill Rd residents regarding repair of bridge.
- Letter from FEMA regarding flood mapping.

FYI

- “Thank you” letter from Mid-State Health Center for 2026 \$400.00 donation
 - *All Selectmen and FYI items reviewed.*

Additional discussion:

- *Transfer Station dumping and fees, possible security measures to be installed.*
- *Updated phone system and internet for town buildings.*
- *Website updates.*
- *Driveway permit application for Luff: Two driveway permit applications required for two driveways.*
- *Jessica will speak with the Marlon from the NHDOT regarding the bridge funding program and designate Eastern District bridge over Smith River for repair.*
- *General discussion about Land Use & Zoning Ordinances regarding campers and septic requirements.*
- *Permit Application letters and follow-up letters for the following properties:*
 - *Planter – Storage box and camper.*
 - *Rose – renovations in garage.*
 - *Haynes – Camper follow-up.*

Motion to adjourn the meeting at 8:45pm made by Jessica Hatch, seconded by James Farmer, all in favor.

Meeting minutes prepared by Holly Surgens

Meeting minutes approved by the Board of Selectmen on 8/26/2026