

**TOWN OF DANVILLE**  
APPROVED SELECTBOARD MEETING MINUTES  
September 17, 2015  
Danville Town Hall Conference Room (6:00 PM)

**CALL TO ORDER**

Michael Walsh, Chair, called the meeting to order at 6:00 PM.

**ADDITIONS TO THE AGENDA:**

- Format of Obtaining Rte. 2 "As Built" Maps
- Report on Town Hall Sprinkler Inspection
- Bulky Waste Day Schedule of Volunteers

**BOARD MEMBERS PRESENT:**

Michael Walsh, Craig Vance, Doug Pastula, Ken Linsley, Angelo Incerpi.

**ALSO PRESENT:**

Wendy Somers (Town Clerk), Keith Gadapee (Road Foreman), Walter Smith, Bradley Smith, Virginia Incerpi, Gary and Barb Fontaine, Mary Kay and Dan Wyand, Robert Barany, Caleigh Cross (Caledonian-Record), Jeff Frampton, Kristin Barany, Connor Barany, Nancy Guinan, Patricia Conly.

**VISITORS:**

- Bradley Smith presented an Eagle Scout project which included creating two bike stations: one on the Green and one at the old railroad station by the Lamoille Valley Rail Trail. He presented options for building and making bike racks and shared estimated total costs for the project of \$3,000. The consensus of the board was to support the project as much as possible with available funds and have Bradley continue with his research and fundraising efforts. The project is scheduled to begin in the spring of 2016.
- Randall Northrop from Corrette & Associates reviewed the audit report with following comments:
  - No comprehensive capital assets reports since 2006;
  - Surpluses in all accounts;
  - What is owned and what is owed should be reviewed one time per year;
  - Having 44 cash accounts represents risk;
  - Could co-mingle accounts on NEMRC, but is completely treasurer's decision;
  - Suggested adopting a policy for managing fund surplus

**MINUTES**

- September 3, 2015 Meeting Minutes were reviewed. A motion was made by Craig Vance to accept the minutes with one change (Under Visitors, first bullet, third sentence should read: *"The consensus of the board was to use him as a resource and to have him contact Bruce Melendy to offer services to the Local Emergency Planning Committee."* Motion was seconded by Doug Pastula, voted on and passed.

## **PROCEDURAL INFORMATION ON ATV FORUM**

• Michael Walsh shared that a professional facilitator was available to facilitate the open meeting on Saturday, September 26<sup>th</sup> at 7:00 PM at the School Gym. Other points discussed were:

- seating of Danville residents vs. non-residents
- the law not restricting who can speak
- opening the meeting as a special selectboard meeting and turning it over to the facilitator who would outline the ground rules
- keeping order and addressing each other with respect
- having two or three minutes to speak
- not repeating topics
- having the meeting video recorded
- suggesting solutions to move forward together as a town
  - Michael Walsh made the motion to hire Hank Lambert to facilitate the open meeting at \$88 per hour for professional time and \$22 per hour for travel time, as well as mileage reimbursement of \$0.575/mile;
  - Motion was seconded by Angelo Incerpi, voted on and passed.
  - Craig Vance recused himself.

## **TOWN CLERK REPORT (Wendy Somers)**

• Three Special Event Liquor licenses for Autumn-on-the-Green were presented for the board's approval.

- Doug Pastula made the motion to approve the three special event liquor licenses for North Branch Vineyards, Eden Ice Cider, and Caledonia Spirits for Autumn-on-the-Green, Sunday, October 4<sup>th</sup>.
- Motion was seconded by Angelo Incerpi, voted on and passed.

## **HIGHWAY REPORT (Keith Gadapee)**

• The hazard on Old Stagecoach Road has been handled.

• Keith met with the State regarding the catch basins in the park. The town is responsible for 100% of the town basins and 20% of the cost for the State basins.

- Craig Vance made the motion to have the town of St. Johnsbury come up to clean the estimated 24 catch basins and document the cost for purposes of future bartering.
- Motion was seconded by Doug Pastula, voted on and passed.

• There was a request for improvements to a class IV road at Joe's Pond (Edgewood Avenue) to increase access to Route 2. Keith met with the State to formulate a plan to move forward with the project that requires a permit and the town to be listed as the applicant. The consensus of the board was for Keith to move forward with the project.

• A curb cut for Steve and Gina Gracie on Jamieson Road was reviewed.

- Ken Linsley made the motion to accept the curb cut for the Gracies on Jamieson Road.
- Motion was seconded by Angelo Incerpi, voted on and passed.

- Information on the TAP (Transportation Alternatives Program) Grant was reported. There are two parts to the grant application: the railroad renovation and a section of Harvey's Hollow Road. Patricia Conly commented, on behalf of the Historical Society, that she would be happy to provide any historical information if needed for application purposes. Keith shared that a part of the process is getting town "buy-in" and that should be warned as a public meeting, due to the close application deadline of October 16<sup>th</sup>.

- Craig Vance made the motion to have this item on the October 1<sup>st</sup> agenda warned as a public informational meeting for discussion and input for TAP grant purposes.
- Motion was seconded by Angelo Incerpi, voted on and passed.

- Barb Fontaine asked about trees on the North Danville Road that pose a hazard in the town's right-of-way.

### **ISSUES AND INFORMATION (Mary Currier)**

- The sheriff's department patrol report was reviewed.
- An ordinance for Local Enforcement of Speed Limit on State Highways was reviewed. The consensus of the board was to move forward with creating this for the town.
- Estimates for the lift repair work were presented. Four Vermont companies were contacted.
  - Craig Vance made the motion to hire Access Mobility from Williston for a total estimated cost of \$1,400 to repair the flex hose and perform a CAT 5.
  - Motion was seconded by Doug Pastula, voted on and passed.
- Information on the Planning Commission was shared. There is considerable concern among members that, due to lack of communication and time restraints, projects and grants might not be completed by necessary deadlines. Mary informed the board that she has contacted Alison Low (NVDA) who is willing to assist with gathering information to move forward to meet these deadlines. The consensus of the board was for Mary to arrange a meeting with Alison to consult on the needs of the Commission and also for Mary to create an ad as voted at a previous meeting to advertise for volunteers to fill vacancies on such boards and commissions as needed.

### **ADDITIONS TO THE AGENDA**

- Ken Robie from the State office contacted the selectboard office to ask what format the town would like to receive copies of Route 2 "As Built" maps. They are available digitally as a PDF, or printed as 11" x 17" or 22" x 34." The consensus of the board was to have them printed as 22" x 34" as well as digitally as a PDF. Mary will notify the State office.
- The sprinkler system in the Town Hall was inspected and passed on Thursday, September 10<sup>th</sup>.
- The board signed up for shifts to volunteer at the Stump Dump on Saturday for Bulky Waste Day from 8:00 – 3:00.

**FINANCIALS**

- All orders were reviewed and signed.

**ADJOURNMENT**

At 8:33 PM Ken Linsley made the motion to adjourn; motion was seconded by Doug Pastula, voted on and passed.

Meeting Adjourned.

Respectfully Submitted,

Mary L. Currier,  
Clerk of the Board