

Town of Danville
Approved Selectboard Minutes
August 3, 2017

347 Peacham Road (RR Station/Recycle Center), Danville

Board Members Present: Doug Pastula, Ken Linsley, Angelo Incerpi, Kellie Merrell and Eric Bach

Also Present: Keith Gadapee, George Baxter (Town Hall only), Glenn Herrin (Town Hall only) and Bradley Smith (Recycle Center only)

Absent: Wendy Somers

Meeting was called to order by Chairman Doug Pastula at 6:00 pm.

1. Site visit/walk RR Station/Recycle Center – Bradley Smith, Eagle Scout Project

Bradley Smith discussed with the Selectboard the location of the bench and bike rack for his Eagle Scout project. Suggested location was on either side of the building near the sign “Historic Site Danville Railroad Station 1870”.

Motion by Ken Linsley, 2nd by Angelo Incerpi to authorize Bradley Smith to install a bike rack and bench on the south side of the Recycle Center within the prescribed boundaries. All in favor.

2. Adjourn to Town Hall Conference Room

Motion by Ken Linsley, 2nd by Angelo Incerpi to adjourn the Recycle Center location at 6:09 pm and to reconvene the Selectboard meeting at Town Hall. All in favor.

3. Meeting was called to order by Chairman Doug Pastula at 6:15 pm.

4. Doug Pastula noted additions to the agenda from board members and the public.

- Angelo Incerpi wanted to discuss aspects of ATV Ordinance.
- Decision of Selectboard was to have ATV Ordinance warned on future agenda with the attendance of Town Attorney to consult about legalities of the ordinance.
- Recycle handout

5. Motion by Angelo Incerpi, 2nd by Ken Linsley to approve minutes of Regular meeting of July 20, 2017 meeting minutes. All in favor.

6. Visitors

George Baxter – Memo

George Baxter discussed portion of reimbursement monies from tickets being written by Sheriff and State Police coming back to the Town being used for further patrols throughout Town.

Selectboard noted they already had this alignment of funds.

Ken Linsley noted any income beyond what the Town has budgeted for is used for further patrols however the Town did not have a formal policy.

George Baxter would like to gift the Town money for extra patrols in addition to the current patrols, leaving the location of the patrols to the discretion of the Selectboard with the caveat that the money from fines go back into the line item for further patrols in West Danville.

Selectboard discussed accepting donation for additional patrols and adding an addendum to the current Sherriff's Department contract increasing the value of the contract for enforcement throughout Danville.

Motion by Angelo Incerpi, 2nd by Eric Bach to accept the gift from George Baxter with stipulations noted above. All in favor.

7. Town Clerk Wendy Somers absent, Audrey DeProspero reported the following:

- Notice of Highway Curbcut/Driveway Permit Recording for Carl Vance, 65 Webster Hill, Danville, VT for property access location of West Shore Road for Selectboard to sign.

Motion by Ken Linsley, 2nd by Kellie Merrell to approve the Curbcut/Driveway Permit for Carol Vance of West Shore Road. All in favor.

- Certificate of Compliance of Highway Curbcut/Driveway Permit #H2014-01 for same for Selectboard to sign.

Motion by Eric Bach, 2nd by Ken Linsley to approve the Certificate of Compliance of Highway Curbcut/Driveway Permit for Carl Vance of West Shore Road. All in favor.

- Notice of Highway Curb Cut/Driveway Permit Recording for Renewable Generation, LLC, 77 Pond Ave, Suite 101, Brookline, MA for 131 Red Barn Road for Selectboard to sign.

Motion by Eric Bach, 2nd by Ken Linsley to approve the Highway Cur Cut/Driveway Permit for Renewable Generation of Red Barn Road. All in favor.

- Health Insurance Policy wording change for Selectboard to sign.

Motion by Angelo Incerpi, 2nd by Ken Linsley to approve the Town of Danville Health Insurance Policy outlining Non Coverage Benefit payments in lieu of. All in favor.

8. Highway Foreman Keith Gadapee reported the following:

- Better Roads Grant is in effect on Hawkins Road.
- Seeks approval for Water Quality Grant similar to dealing with Better Roads Grant with erosion and water quality. He and Ken Linsley have met with individuals regarding the grant and found the site for this specific grant (McDowell Road). The cost share is 80/20.

Motion by Angelo Incerpi, 2nd by Eric Bach to authorize Keith Gadapee to apply and if awarded to accept the grant. All in favor.

- Webinar he sat in on with Ken Linsley and Audrey DeProspero for grant money designed for water quality. Grant is designed more for large projects or shovel ready projects. If received, it could be used for the sidewalk project that the scoping study was done on which is a requirement of the grant. It is a cost share program which the Town would pay for and then get refunded for. He suggested doing the Park side of Route 2 section.

Motion by Kellie Merrell, 2nd by Eric Bach to authorize Audrey DeProspero to put in application of grant for the Town by August 15 deadline. All in favor.

- Four proposals received for costs associated with an evaluation report for 60 Route 2 West to evaluate structure and/or contents for any type of hazardous material before requesting the demolition of building and bringing debris to landfill. Selectboard to review proposals and make decision at a later date.

9. Issues and Information (All)

(a) Town Plan – Glenn Herrin

Planning Commission held their Public Hearing on July 13 and only Commission Members attended. No one from the Public was present or submitted any information to the Commission regarding their newly proposed Town Plan. The Planning Commission has submitted their proposal of the Town Plan to the Selectboard for review and amendment. The 2011 Town Plan has expired but stays in effect until the new plan is adopted. The future plan will be good for 8 years. The Selectboard can make changes to the proposed Town Plan at this point and then they will need to publish a draft and hold a Public Hearing for the Plan and then adopt the Plan. The Selectboard can discuss at their next meeting, August 17th and then decide to hold a Public Hearing on September 7th at their following scheduled meeting. After the Selectboards's adoption of the proposed Town Plan, it will go into effect immediately, and then it will be sent to NVDA (Northeastern Vermont Development Association) for formal approval. The only differences in the proposed Town Plan from the prior is the Flood Resilience and Utilities sections.

Doug Pastula thanked Glenn Herrin and the Planning Commission for their work.

Glenn Herrin noted he and Jeff Paquet would like to come before the Selectboard at a later date to discuss Zoning laws.

Selectboard welcomed their attendance.

(b) Rules of Procedure – Doug Pastula suggested adopting the Rules of Procedures document to help guide future meetings.

Kellie Merrell suggested edits to some items.

Angelo Incerpi had concerns with some wording.

Eric Bach had concerns with the wording of 'no one must speak unless called upon by the Chair'.

Doug Pastula noted the Rules of Procedure were to govern the meetings not the Selectboard and they could be amended/adopted after Town Meeting after positions are appointed.

Selectboard reviewed wording and made changes.

Motion by Eric Bach, 2nd by Kelly Merrell to adopt Model Rules of Procedure with changes. All in favor.

(c) Cemetery Maintenance –Eric Bach discussed estimate received from Little Acres for repair of cemeteries. He thought pressure washing stones would do more harm than good as most stones were extremely aged. After cemetery walk with Ken Linsley the decision was for their focus to be on trees not restoration as a first priority.

Ken Linsley thought their focus should be on the three big maples in Ward Cemetery and on other trees in the cemeteries for which the town is responsible.

Angelo Incerpi suggested to go out for bids to have the trees removed.

Eric Bach to work up proposal for next meeting.

- (d) Town Highway Curb Cut/Driveway Policy** – original document was not signed by Selectboard back on September 1, 2016. Selectboard is being requested to sign.

Motion by Ken Linsley, 2nd by Angelo Incerpi to approve and sign the Town Highway Curb Cut/Driveway Policy. All in favor.

Date of 9/1/2016 shall be removed and Selectboard to sign at their next meeting.

- (e) 60 Route 2 W – proposals, property line determination & thank you** – Ken Linsley discussed pin location of property being six inches beyond the garage. Bill Willis set the pegs previously and was able to recreate the location.

The Selectboard thanked Bill Willis for his assistance. They discussed having all Town owned lands surveyed.

Ken Linsley noted Tim Ruggles offered to view the Town driveway and the lot next door for elevation at no cost to the Town.

- (f) Windswept Properties road name** – (Upper Drive) - Audrey DeProspero is waiting to hear back from Jeremy McMullen. An email and phone call have been made to Jeremy and she is awaiting his response.

- (g) Health Insurance Policy** – discussed under Town Clerk Report

- (h) Town Hall repairs – roof, clapboards & window screen replacement** – Ken Linsley discussed leaky roof at Town Hal noting there was money in the Marion Sevegney Trust Account to have it fixed. He will work up a punch list of things needing to be fixed at Town Hall for the Selectboard to review.

- (i) Bulky Waste Day – September 16 – Need Selectboard Volunteers 8-10 am, 10-noon and Noon-3 pm**

Ken Linsley volunteered for 8-10 and Doug Pastula volunteered for 10-noon. Open slot remains: noon – 3pm.

- (j) Wood Dump – Volunteer for August 5th** – Ken Linsley noted a volunteer was needed for Saturday, August 5th at the wood dump.

- (k) Farmers Market – Liability Insurance** – Audrey DeProspero received confirmation from insurance company regarding coverage for Farmers Market for time request change.

- (l) Newspaper discussion** – Doug Pastula discussed Andrew McGregor from The Caledonian-Record contacting the Selectboard Administrator seeking information on ATV. Andrew McGregor has been invited to attend the Selectboard meetings.

10. Financials: Orders to review and sign - Financials signed.

11. Adjourn - Motion by Angelo Incerpi, 2nd by Eric Bach to **adjourn at 8:26 pm**. All in favor.

Minutes taken by Audrey DeProspero submitted 8/4/17 at 11:57 am.