

Town of Danville  
Approved Selectboard Minutes  
May 4, 2017  
Danville Town Hall (6:00 pm)

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

**Also Present:** Keith Gadapee, Wendy Somers, Audrey DeProspero, Jo Guertin, Reg Guertin, Barb & Gary Fontaine, Virginia Incerpi, Bebo Webster, Eleanor Perry, Judi McAlenney, Jeff Frampton, and Gerard Gingue

**Call to Order** - Meeting was called to order by Chairman Douglas Pastula at 6:00 pm.

**1. Additions to the Agenda -**

- Approve Special Validation meeting minutes
- Zero Sort Recycling Survey
- Conservation Commission
- Town Mowing
- RFP draft
- Wood Dump
- NPEDS
- Executive Session – land deed issue involving town

**2. Approve the minutes for:**

a) **Regular meeting of April 20, 2017** - Motion by Ken Linsley, 2<sup>nd</sup> by Angelo Incerpi to approve minutes of April 20, 2017 with the following corrections:

*Page 2, paragraph 3 (spelling cub to curb)*

*Page 2, paragraph 5 (spelling Cub to Cut),*

*Section 6(c) spelling Glen to Glenn,*

*Section (i) change 2pm to 12 (noon),*

*Section (k) add 'technical people representing Danville' and delete 'because' replace with 'and by mutual agreement' and delete 'Their discovery is not on hold'.*

*All in favor.*

b) **Special Validation meeting of April 20, 2017 (5:30pm)** - Motion by Angelo Incerpi, 2<sup>nd</sup> by Ken Linsley to approve the Special Validation Meeting minutes of April 20, 2017 as written. All in favor.

**3. Visitors**

Jo Guertin, Cemetery Sexton reviewed information she received from Kirkyard Services regarding stone work on Massey, Ward, Pope and Stanton cemeteries. Services were estimated at \$4,050 however if all four were done, the charge would only be for three bringing total to \$3,650.

Ken Linsley noted he spoke to Sharon Lakey about some stones being poorly fixed. He agreed to work with Jo on names of persons who do this type of work. He and Angelo Incerpi both suggested to get information from the State Historical Society.

Jo Guertin discussed large tree on right backside of Ward Cemetery that needs to be removed.

Doug Pastula noted Richie Benoit takes an inventory of the spring cleanup that will be done in

the cemeteries including trees that are down or damaged.

Board members discussed cost associated with correcting cemetery areas and writing specs for an RFP.

Kellie Merrell noted a seminar for Grave Stone Restoration is on May 20<sup>th</sup> for interested persons.

#### 4. Town Clerk's Report (Wendy Somers)

- Liquor License - Red Barn Brewery. Motion by Ken Linsley, 2<sup>nd</sup> by Angelo Incerpi to approve Liquor License renewal for outside consumption at Red Barn Brewery. All in favor.
- Delinquent Tax Collector Policy - The Town of Danville has never had a delinquent tax collector policy before. The board received a copy to review. Comments are to be sent to Wendy before next meeting.
- Annual Town Clerk & Treasurer Training - 85 people attended the training conference in Danville. Another was held in West Rutland. All went well. There were round table discussions, question and answer periods, and lots of information shared. Even though parking is tight around Town Hall, it did not become an issue.
- Dog Post Cards – Sharon Daniell has mailed out the reminder post cards and she is getting a good response. 514 dogs have been licensed to date which is down from last year's 698 total. The Warrant is scheduled to go out the first week of June.
- ATV Registration Stickers – Town Clerk has registered and given out 10 of the FREE ATV stickers.

#### 5. Highway Report (Keith Gadapee)

- Sand Bids – 2 sealed bids were received (Kirk Fenoff & Son Excavating LLC & Gingue Construction, Inc.)

Kirk Fenoff – screened winter sand @ \$5.50 per yard loaded in pit.

Gingue – 1/2" minus winter sand run thru crusher and loaded into town trucks @ Olcott Pit \$3.25 per yd (\$21,125.00)

Gingue – 1/2" winter sand run thru screening plant @ \$2.98 per yd (\$19,370.00).  
Delivery price \$90 per hour Tri Axle trucks.

*Motion by Angelo Incerpi, 2<sup>nd</sup> by Ken Linsley to accept Gingue's bid for \$3.25 crushed winter sand. Hauling depends on Keith Gadapee. All in favor.*

- Lamoille Valley Rail Trail – letter of support received requesting community contribution of mowing the rail trail that runs thru Danville. Mowing to commence, one pass from June 15 – July 15 and two passes September 1 – October 1.

*Motion by Ken Linsley, 2<sup>nd</sup> by Angelo Incerpi to approve LVRT request. All in favor.*

- Employee going out for minor surgery and will run out of sick time. Other employees are willing to turn in their sick time to have this person receive paid time off. He is in favor of it however he sought board's opinion.

Ken Linsley thought employees should not run their balance of sick time to zero and should retain at least 5 days.

*Consensus was to allow employees to donate their sick time to this individual with the*

*understanding that their accounts would not run out to zero.*

- List of Contractors – A list of Contractors which on an occasion are used on short notice due to natural disasters was forward to Selectboard for approval.

*Consensus was to approve the list presented.*

- Class II Roadway Grant denied – Highway Department did not receive the Joe’s Brook Road reconstruction project grant funds so the project will not take place.
- Northwoods Stewardship from East Charleston has offered one week worth of labor to the Town of Danville. There are 8 students, ages 15-20 who apply for this class and Keith is working with the Coordinator to use labor on class 4 roads. He will have them build water bars.

*Consensus was to go ahead with the project and approve.*

- Demo on property next door – four estimates from 4 different contracts which range from \$8,450 to between \$18,000 and \$20,000 (the other 2 are perfectly in the middle). The scope of work is for asbestos and hazardous material to be removed. They would come in, remove building and concrete, fill hole and seed over.

Eleanor Perry, resident, whose property abuts the discussed property, inquired if there was a boundary survey done on the property.

Selectboard noted they had not done a survey as of yet but the land would need to be surveyed, and they have not formerly planned for that as of yet.

Eleanor Perry does not know where the pins or markers are and has no survey herself.

Angelo Incerpi thought they should go ahead with asbestos testing.

Ken Linsely discussed writing an RFP with respect to asbestos and hazardous material to be removed by persons who are licensed and certified. Suggestion was to invite three qualified persons to bid.

## **6. Issues and Information (All)**

- (a) **Care of the Green bids** – 1 bid received – Kathryn’s Gardens Elegant Landscaping \$1,500 total.

*Motion by Ken Linsley, 2<sup>nd</sup> by Eric Bach to accept Kathryn’s Gardens bid.*

Ken Linsley noted the bid did not include Hill Street however he has spoken with Kathryn and she has agreed to include Hill Street in her submitted bid.

- (b) **2017-2018 Winter Sand Bids** – moved to Highway section.
- (c) **Rules of Procedure** – Selectboard noted they would work on. They had received information from VLCT and would review and adjust to fit them.
- (d) **Update on NBRC Letter of Intent** – Kellie Merrell noted Alison Low from NVDA had submitted the letter on behalf of the Town with the Selectboard Chair’s name on it. The application work now begins as the deadline is June 2<sup>nd</sup>. Suggestion was for the original team to reconvene soon to divide up work steps.
- (e) **ATV Special wording for Special Issuance** – Board reviewed letter submitted by Angelo Incerpi. Discussion ensued regarding details of letter. Suggestions for details

pertaining to street specific usage and being able to amend and/or revoke were made.

*Consensus was to revise letter.*

- (f) **Revisions to Snowmobile Ordinance** – Angelo Incerpi noted the snowmobile club will not be meeting until fall.
- (g) **Bike and Ped Grant** – Ken Linsley discussed funding by State of Vermont. There is an 80/20 match. A scoping study was previously done and he wondered if they wanted to consider sidewalks for this 2017 grant.

*Consensus was for Audrey DeProspero to look into the grant.*

- (h) **Animal Control Ordinance** – Email from Candace Dane suggesting change to Section E (change 10 days, to 7 days).

*Consensus was for Audrey DePropsero to look into the State Law regarding how long a dog is required to be kept.*

- (i) **Wood Dump** – Ken Linsley noted six (6) more volunteers were needed. He discussed difficultness for persons to get to Town Hall by 4 pm to get the key to unlock the gate and inquired if Selectboard was in favor of changing the key lock to a combination.

*Consensus was to change key lock to combination lock on Wood Dump gate.*

- (j) **NPEDS Permit Appeal** – Ken Linsley noted dates were given, new proposal was forthcoming and deadline was June 6 for when they would owe court information, either discontinue or get another discovery.

7. **Financials: Orders to review and sign** - Financials signed.

8. **Executive Session** - *Motion by Angelo Incerpi, 2<sup>nd</sup> by Ken Linsley to go into Executive Session.*

Selectboard went into Executive Session at 8:30 pm.

Selectboard returned from Executive Session at 9:10 pm – no action was taken.

9. **Adjourn** - *Motion by Ken Linsley, 2<sup>nd</sup> by Angelo Incerpi to **adjourn**. All in favor.*

Adjourned at 9:10 pm.

Minutes taken by Audrey DeProspero submitted May 5, 2017 at 1:04 pm.