

Town of Danville  
Approved Selectboard Minutes  
June 1, 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, Susan Cherry, Cody Patno, John Blackmore, Lee Beattie, Norman Paten and Alison Low

1. **Call to Order** - Meeting was called to order by Chairman Douglas Pastula at 6:00 pm.
2. **Additions to the Agenda** -
  - Parking on Hill Street
  - Distressed properties in town and what to do about them
  - Post limitations of ATV use around town
  - Visitor – Alison Low
3. **Approve the minutes for:**
  - a) **Regular meeting of May 18, 2017** - *Motion by Eric Bach , 2<sup>nd</sup> by Kellie Merrell to approve minutes of May 18, 2017 as written. Three in favor. Abstained: Ken Linsley and Angelo Incerpi as they were absent for May 18<sup>th</sup> meeting.*

**4. Visitors**

**Lee Beattie** representative of North Danville School Association and Community Club discussed putting energy efficient lights in café and hallway, paying the bill and getting reimbursement from VT Efficiency. She is now seeking to have work done on the rest of the lights in the school which will cost \$4,320 for the kits with a rebate of \$3,240 that does not include labor. The rebate from VT Efficiency runs out July 1<sup>st</sup> so she was seeking approval from Selectboard to cover the cost for the rest of the school lighting.

*Motion by Kellie Merrell, 2<sup>nd</sup> by Angelo Incerpi to authorize the spending of \$4,320 to pay for the North Danville school energy efficiency lighting kits with the understanding that the rebate of \$3,240 comes back to the Town. All in favor.*

Lee Beattie discussed the building needing paint in the future and requested direction from the Selectboard on how to handle.

Selectboard suggested she contact Mike Walsh as he may be certified in lead paint.

Lee Beattie discussed building heat and the four tunnels of ventilation which have been torn apart but sealed, however they still radiate cold air in the building and inquired if there was a way to have them closed off.

Doug Pastula discussed a possible RFP (Request for Proposal) or RFQ (Request for Quote).

Ken Linsley suggested an HVAC (Heating, Ventilation, and Air Conditioning) person.

Selectboard discussed the energy audit previously done.

Lee Beattie gave update on the building noting the school was doing well and kids were in and out playing ball there.

Doug Pastula inquired if there was a policy for who uses the building.

Lee Beattie noted the building could be rented but there was a cost. The Library section and Historical room is not rented. The gym is open for kids to use with a curfew of 10 pm and there is a key that needs to be signed in and out which she has and keeps track of. The school is checked and the kids know the rules. The lights are sometimes left on and Lee needs to go over to shut them off, so the bathroom lights are being changed to motion lights so if they are left on they will shut off after a period of time. She makes sure the lights are off and the doors are locked, and there are volunteers that clean the facility. Overall it seems to be working well.

Ken Linsley encouraged all to go out and take a look at the facility and the improvements.

Bradley Smith, Boy Scout, Eagle Project – absent.

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**Susan Cherry**, The Community Restorative Justice Center, requested the Selectboard to designate CRJC as the Community Justice Center for the Town of Danville by signing a Memorandum of Understanding which noted state statutes. She discussed their brochure, statistics, and Danville's number of people (7 cases) that were serviced by the Center last year. She discussed their history and how they became a 501 (c) (3) in 2012 and working with the court system so people feel like they belong so they can give back to the community.

Doug Pastula was not sure if Selectboard had the right to support or not support. He suggested having it voted on by the general public.

Susan Cherry noted she was offering a suggestion of service and they currently were already getting referrals for civil and criminal from the Sheriff office pertaining to Danville. The invitation was to formalize and acknowledge that they were out there but she was willing to change the wording.

Ken Linsley had concerns for the wording and suggested having the document reviewed by legal counsel.

Kellie Merrell inquired if this would help them gain more financial stability thru grants.

Susan Cherry suggested doing an information night. She noted the MOU (Memorandum of Understanding) was created to invite persons to use their services and it is provided in statute.

Kens Linsley thought the Selectboard could sponsor an event like 'info night'.

Selectboard will discuss again at their next meeting

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**John Blackmore**, Noyle and Johnson Group, introduced Cody Patno, new manager, who will be taking over when John retires at the end of the year. John has represented the town since 1992. He noted it was a pleasure to have represented the town and thanked all for their business noting he appreciated working with all of them. Cody Patno has been with the agency for ten years and is buying a property in Peacham and moving from Barre. John Blackmore discussed the renewal proposal for the town noting the increase was due to the business auto. He discussed the details of each page and pointed out typos and noted they would be corrected.

Alison Low, NVDA, (Northeastern Vermont Development Association) discussed NBRC (Northern Border Regional Commission) grant for the restoration and adaptive reuse of the historic Danville Railroad Station. The scope of work exceeds any one funding source so she suggested to go after other grants such as Bike and Pedestrian Grant and Municipal Planning grants and lining up matching funds.

Ken Linsley inquired about the determination basis for the grant not being for infrastructure.

Alison Low noted infrastructure was strictly for sewer and water.

Selectboard discussed restoration of building, grant deadline and support letters for grant submission.

#### **5. Town Clerk's Report (Wendy Somers)**

- Delinquent Tax Collector Policy – revisions made and given to Selectboard to review.

*Motion by Angelo Incerpi, 2<sup>nd</sup> by Kellie Merrell to accept the Delinquent Tax Collector Policy. All in favor.*

Ken Linsley noted the document was a policy and it could be changed at any time.

Selectboard requested to be kept informed if any actions are taken due to the new policy.

- Batchelder Associates – will be seeing them in Town Hall in the near future to complete audit.
- ATV stickers – as of today, 24 ATV stickers have been given out.
- Dog Warrant – requires Selectboard signature.

*Motion by Angelo Incerpi, 2<sup>nd</sup> by Ken Linsley to authorize the signature of the dog warrant. All approved.*

#### **6. Highway Report (Keith Gadapee)**

- Curb cut applications (2) – Hawkins Road and Calkins Camp Road.

*Motion by Ken Linsley, 2<sup>nd</sup> Angelo Incerpi to approve Mathew Hawkins Town Highway 64 curb cut. All in favor.*

*Motion by Angelo Incerpi, 2<sup>nd</sup> by Eric Bach to approve Elizabeth Dorries, Town Highway 92 curb cut. All in favor.*

- Grant agreements – Motion is required by Selectboard for Keith Gadapee to sign two Better Road grants and one Bridge grant.

*Motion by Ken Linsley, 2<sup>nd</sup> by Angelo Incerpi to authorize Keith Gadapee to sign three grant agreements. All in favor.*

- Resignation – Harold Hatch has given his resignation effective 6/29. Advertisement will be placed in the Caledonian Record and prior applications will be used for interviews. Keith Gadapee would like to hire someone before the next Selectboard meeting, and hire Harold Hatch back on a PT basis later. A noon time get together for Harold on the 29<sup>th</sup> will be hosted and Selectboard and Town Hall employees are invited. Keith Gadapee invited Selectboard members to participate in interview process.

Selectboard discussed hiring Harold Hatch back and agreed noting details needed to be

worked out before doing so which Keith will look into and get back to Selectboard. All were in favor of get together on the 29<sup>th</sup> and Doug Pastula agreed to sit in on interviews.

## 7. Issues and Information (All)

- (a) **Delinquent Tax Collector Policy** – discussed under Town Clerk.
- (b) **Rules of Procedure** – put on next agenda due to tonight's time constraints.
- (c) **RFP 2<sup>nd</sup> means of egress &/or secure Town Clerk's office** – one response from Mayo's Glass in the amount of \$2,200 to build clear laminated tempered glass frameless sliding window to secure Town Clerk office when closed.

*Motion by Eric Bach, 2<sup>nd</sup> by Angelo Incerpi to accept the bid from Mayo's Glass in the amount of \$2,200 to put glass in Town Clerk Office with the option of modifying. All in favor.*

- (d) **Bike and Ped Grant** – Alison Low discussed above.

- 2) **Animal Control Ordinance** – Candace Dane previously suggested to change Section E (change 10 days, to 7 days). Audrey DeProspero checked with VLCT who recommended following a ten day timeframe. (Reason based on: The VT Supreme Court has held that "(the qualified right to possession of dogs and other animals, and the strong public interest in assuring their permanent placement in a suitable environment, amply supports the town's decision to provide for the sale or transfer of impounded dogs if unclaimed after seven days..." *Lamare v. North Country Animal League*, 170 Vt. 115 at 123 (1999). However, even though the Court in this case validated a seven day only period, the VT Legislature at a *later* date amended 20 V.S.A. § 3621 and imposed a ten-day period to attempt to transfer to animal shelters or rescue organization dogs impounded following a selectboard's grant of a warrant for all unlicensed dogs. And because most ordinances allow for impoundment of dogs for more potential reasons than just those found under 20 V.S.A. § 3806 (subject of the *Lamare* case referenced above), we recommend following a ten day timeframe.)

*Motion by Angelo Incerpi, 2<sup>nd</sup> by Eric Bach to approve ordinance with a 10 day waiting period. All in favor.*

- (a) **Town Mowing** – Audrey DeProspero discussed information received via email from Richard Benoit. Clean up was rough due to lots of large branches were on the town green as well as in the cemeteries which needed to be moved in order to mow. The trees in the cemeteries need trimming as well as pick up and some trees need to be removed.

Selectboard noted Richie has been doing a great job with the Town mowing.

- (b) **Cemetery RFP** – Ken Linsley discussed tree issue and the possibility of stones being damaged if branches fall. He noted some trees did need removal.

Kellie Merrell wonder wondered if a tree forester or warden was needed to look at the trees.

- (c) **Parking** – Hill Street – Ken Linsley noted something needed to be done, suggestion was parallel parking.

Eric Bach noted it was tough going down that road due to blind sections when coming thru due to parking

- (d) **Distressed Properties in Town – How do we handle?** – Ken Linsley discussed junk yards, burned out house, piles of garbage and the beginnings of a junk yard in

various areas of Danville. He noted the town did not currently have any means of addressing these issues.

Wendy Somers thought Zoning and Planning should be discussing these issues.

- (e) **Post limitations of ATV use around town** – Ken Linsley discussed posting just the basics, not the ordinance around town that indicated only residents and landowners were permitted to ride on Danville roads.

Selectboard discussed and agreed for Audrey DeProspero to post sign on Marty's board.

- 8. **Financials: Orders to review and sign** - Financials signed.
- 9. **Adjourn** - *Motion by Angelo Incerpi, 2<sup>nd</sup> by Eric Bach to **adjourn**. All in favor.*

Adjourned at 9:47 pm.

Minutes taken by Audrey DeProspero submitted June 2, 2017 at 2:03 pm.